

# MSAD #58 Board Minutes

Thursday, November 15, 2018 6:30P.M.

## Phillips Elementary School- Cafeteria

**Board Members:** Kim Jordan, Karen Campbell, ~~Sharon Dudley~~, Jessica Cain, ~~Lois Barker~~, Wendy Warnock, Barbara Worthley, Jessie Stinchfield, Stephen Hagerstrom, Lynnette Abbott, ~~Paul Gardner~~, Julie Talmage, Kim Robinson, Judy Dill, and Student Representative- Baylie McLaughlin

**Administrators:** Susan A. Pratt, ~~Brenda Dwiggin~~s, Johanna Prince, Laureen Olsen, ~~Michelle Tranten~~, Jeff Pillsbury, Sean Tennent, Scott Leahy

### 5:45- Finance Committee Meeting

### 6:00- Facilities Committee Meeting

### 6:30 Board Meeting

Quorum Present: 723/996

- I. Call to Order Chair Kim Jordan called the meeting to order @6:31pm.
  - A. Flag Salute  
Note: Wendy Warlock arrived at 6:34 p.m.  
Quorum Present: 785/996
  - B. Welcome Board member appointee- Kim Jordan recognized that Judy Dill has been appointed as Kingfield's board representative. The board welcomed her back to the Board as a returning board member.
  
- II. Public Comment: Kim Jordan went over a brochure that is given to the public to review. She explained that the brochure goes over what is expected and what the public must do when making a public comment. There were no other public comments.
  
- III. Action: Board approval of the minutes of October 18, 2018 Meeting.  
  
Motion: Jessica Cain moved to approve the minutes for the October 18, 2018 meeting  
Seconded: Karen Campbell  
Favor: 578/0/207(abstained Kim Jordan, Judy Dill and Kim Robinson)
  
- IV. Superintendent's Report
  - A. Employee of the Month-Melissa Galusha was recognized as the Employee of the Month for MSAD #58 following nominations by her peers. Karen Campbell did the presentation of this recognition.
  
  - B. Principal updates by building

**Phillips:** Principal Pillsbury discussed the happenings at PES. He mentioned that the after school program continues to shine four days a week. Parent Teacher conferences were successful over 90% attended. The 8th graders are almost done their fundraisers for the Quebec trip. Over 500 people showed up for the train ride

and basketball is starting up. Also mentioned was the craft fair on Saturday from 9-2 there will be over 30 tables.

**Kingfield:** Principal Prince discussed the Veterans assembly and how the middle level grades (5-8) had some quality time with the Veterans. Principle Prince also discussed that one of her goals this year was to find a way to communicate with parents and how one way is to send out newsletters electronically to parents. She also discussed the Hour of Code happening on December 4.

**MTA:** Principal Tranten could not be present at the Board meeting do to Parent Teacher Conferences. She did however, put together a slideshow of what was happening at MTA, but do to no projector hook-up. Superintendent Pratt handed out flyers instead. In the flyer were the boy's soccer playoff games, girl's soccer playoff, Gear Up Student Leadership Conference in Bangor, MEGA College visits.

**Strong:** Supt. Pratt read a note from Principal Dwiggins apologizing that she could not be present at the Board meeting. Supt. Pratt went over all the events that happened at the school during the month. She mentioned that the school had a Halloween parade and on November 8 Veterans were invited for coffee and bagels and the 5th-8th graders watched a documentary about the Vietnam War, which happened on November the 8th.

C. Board Goals- There have been some updates on the Action Steps located in the packets that the Board reviewed. The Superintendent asked that the Board let her know if there are other steps they would like to see.

D. MSMA Conference: It was reported that over 50% of the board attended. Supt. Pratt thanked everyone for attending the MSMA Conf. Board. The Board members shared some highlights that they took away from the conference. Board Chair Kim Jordan gave a brief report on what happened at the conference along with Judy Talmage.

E. Review of Apportionment information

Superintendent Pratt referenced documents that were in the packet including a flow chart and the associated statute describing what it looked like to go through the reapportionment process. The process includes a review of our Census data and based on using updated Census data, it appears the current apportionment is in compliance at this time.

F. In the packet is a letter from the Maine Department of Education expressing how thankful they were for the support of Crystal Polk in giving up a portion of her summer to work in Augusta participating as a member of the re-writing team for Maine's Learning Results for the social studies content area

Additionally, Supt. Pratt read a letter from Supt. Richard Green from the Lisbon School Department apologizing for the unsportsmanlike actions of a Lisbon student athlete during a recent fall soccer playoff game.

G. Enrollment data was presented for each grade level in each school as well as the summation of courses at MTA.

H. Also updated information was a letter from the Department of Transportation awarding the district 2 vehicle replacements. Scott Leahy explained about commission compliance and how the district was able to receive 2 buses through the VW Settlement Agreement and a grant application he wrote. He mentioned that his understanding is that the district will pay 20 % and the state will contribute 80% of the cost through this grant. The buses do not need to be purchased in this years budget, however next year if 2 buses are purchased, 2 buses need to come off the road as part of the grant.

V. Discussion Items

Monthly Financial Report: Kim Jordan reported that during the committee meeting the group felt everything looked like it was on schedule.

Jessica Cain mentioned that on line 5 of the Budget Expense Report 73% was calculated for the month of October and 87% was calculated for the month of November. It appeared to be a typo and the Business Manager will correct the calculation for next month's meeting.

Supt. Pratt reported that the Auditors had reviewed the previous action of the Board and would prefer a motion be more general in nature for transfers. Thus, the motion was made to allow the 5% transfer within any budget line in last year's auditors financial.

Motion: Julie Talmage to accept this recommendation from the auditor.

Seconded: Kim Jordan

Favor: Motion passed unanimously

Audit update: Presentation with Auditors will be on December 20, 2018, starting with Finance Committee at 5:45 pm at the Strong Elementary School.

VI. Board Action:

A. Committees-

Academic Committee- January 8, 2019 5:00 PM Central Office

Administrator Evaluation-January 22- 5:30 PM Central Office (They did not have a meeting this month)

Facilities- November 15, 6:00 PM-PES no meeting on November 15 due to absences.

Finance- November 15, 5:45 PM- PES

Meet and Consult- have not met

Policy- December 11, 4:30 PM- Central Office (will meet to discuss a couple of policies that were not in the packet)

Recognition- December 5- 5:30 PM- Central Office met face to face. Susan Pratt mentioned that there was a good turnout, but wanted to push the public and students more to nominate an Employee of the Month. Will do electronic on Dec 5th.

Facebook Ad Hoc Committee- Proposal in agenda

Supt. Pratt shared that there are 2 workshops for the committee as follows:

Other meetings coming up:

November 29- 3rd Workshop for Community- PES- 6:30-8:30

VII. New Business

A. Staff hiring and resignations:

Hiring- Superintendent Pratt reported that Tracey McKenzie would be a new coach for KES..

FFVG-Sabrina Ellis- PES Fresh Fruits and Vegetables will be hired on an up to 4 hrs.. a week basis.

B. Second Reading of Policies

- a. ACA- Gender Neutral Language,
- b. BG-R- Policy Adoption Procedure motion
- c. CHD- Administration in Absence of Board Policy
- d. ID-School Day
- e. IHBAI- Independent Educational Evaluations (IEP)
- f. JICE-E1- MSAD 58 Yearbook Guidelines
- g. JLFA- Child Sexual Abuse Prevention and Response
- h. JO- Employment of Students

Motion: Jessica Cain to except the 2nd reading and adoption of all the policies

Seconded: Jessie Stinchfield

Favor: Motion passed unanimously

C. Proposal for Ski Skate- Kingfield Principal Prince proposed having a 6th day for Ski Skate for KES since there is so many students in area that are involved in skiing. Currently there are 5 days a year at KES.

Motion: Kim Richardson made a motion to accept having a 6th day for Ski Skate at KES as proposed.

Seconded: Stephen Hagerstrom

Favor: Motion passed unanimously

D. Facebook Committee Proposal Sean Tennant shared a committee proposal that the district go ahead and have a single page at the district level and if all goes well in the near future he recommended that each school have their own page. Julie Talmage had concerns about the student release form and in particular around "teacher classroom website" and suggested some edits to the form.

Motion: Stephen Hagerstrom made a motion to accept the committees recommendation to start of a Facebook page, but would proposed the committee revisit the permission slip that will be given to the parents to allow their child to be on website.

Seconded: Jessica Cain

Favor: Motion passed unanimously

E. Other

VIII. Adjournment at 8:00pm

Motion from Jessie Stinchfield to adjourn

Seconded: Julie Talmage

Favor: Motion passed unanimously

Respectfully Submitted,

Susan A. Pratt

Superintendent of Schools