

**MSAD #72 Board of Directors
Wednesday - August 22, 2018
Meeting Minutes
Molly Ockett School
7:00 PM**

Call to Order: Norma Snow called the meeting to order at 7:00 and declared a quorum.

Members Present:

Judy Brain
Linda Card
Kim DeVries
Mary Di Nucci
Nicole Goggin*
Jack Jones
Phillip Marshall
Allison Leach
Sharon LeBlanc*

Kay Lyman*
Chris Mattei
Annabel Nash
Jennifer Ritchea*
Frank Robey
Kathiann Shorey
Norma Snow
Marie Struven
Jane Williams

Administrators

Cheryl Baker
Ike Heffron
Emily Kirkpatrick
Pat Menzel
Merri Rajaniemi
Jay Robinson
Mark Schrader

Members not Present

Patricia Chatman*
Mitch Dondero* (Excused)
Julie Ontengco

Agenda:

1. Public Discussion (15-Minute):
None

2. Approval of Minutes from July 11, 2018 Meeting:

A motion was made to approve the minutes from the meeting held July 11, 2018 with one amendment to mark Kathiann Shorey as an excused absence.

Motion: Jack Jones

Second: Annabel Nash

Passed
All in favor

3. Communications:
None

4. Committee Reports:

Finance: No report

Curriculum: Jane Williams reported that the committee met yesterday and discussed a lot. They reviewed the new special-education program at New Suncook School and heard community concerns which were addressed. They discussed the District mission/vision, professional development and what they want to do as a committee this year. They will be reviewing the K-8 Social-Studies curriculum. Questions were asked about the status of the Foreign-Language program for the coming school year. It was determined that the

District would be using Rosetta Stone for Spanish/French instruction at the 8th grade level. Jay shared that he and Emily had met with Erin Mayo, FA Head of Schools and Joe Manning, Assistant Head of Schools and are working out details regarding using FA faculty to assist in instruction. Mandarin instruction will be determined by student interest, which has been minimal. FA is working on helping to increase student interest in learning Mandarin.

Facilities and Transportation: No report

Policy: Jack Jones reported that the committee met tonight prior to the Board meeting and finalized work on the Student Wellness policy JL and discussed policy JLF. Both policies will be presented to the Board for First Read at the October meeting.

Special Education: Sharon LeBlanc reported that the committee did not meet but will have a meeting prior to the October Board meeting.

Personnel: Linda Card reported that the committee met tonight and will bring forth 4 new teacher nominations later in tonight's meeting.

Student Affairs: Kathiann Shorey reported that the committee had met to review a parent's request for tuition payment by the District. This will be voted on later in tonight's meeting.

5. Administrative Reports

Administrative Roles for 2018-2019

Merri Rajaniemi, Building Administrator at Brownfield Denmark School; Emily Kirkpatrick, Building Administrator at Molly Ockett School; Mark Schrader, Behavioral Coordinator at Molly Ockett School; Pat Menzel, Special Education Administrator and Cheryl Baker, Special Education Assistant Administrator all gave a brief overview of their responsibilities in the District. (See attached)

6. Superintendent Report

District Goal-Setting

Jay gave a presentation on the updated Mission and Vision for MSAD72. (See attached)

7. New Business

• **Vote on Tuition Request for Secondary Placement**

Kathiann Shorey reported that the Student-Affairs committee reviewed the request and gave it thoughtful consideration. Because the request was not based primarily on academic need but rather an extracurricular activity, the Committee's recommendation is to deny the request to pay tuition for a non-district school.

A motion was made to deny the tuition payment request for a secondary placement.

Motion: Kathiann Shorey

Second: Jane Williams

Passed
All in favor

- **Approval of Slate for Board Sub Committees**

A motion was made to approve the slate for 2018-2019 Committee members as presented below.

Motion: Jane Williams

Second: Jack Jones

Passed
All in favor

Board Committee Members for 2018-2019 Recommendations

CURRICULUM

Jane Williams
Kay Lyman
Mary Di Nucci
Sharon LeBlanc
Linda Card

FACILITIES & TRANSPORTATION

Mitch Dondero
Marie Struven
Chris Mattei
Annabel Nash
Jack Jones

FINANCE

Linda Card
Marie Struven
Jack Jones
Patricia Chatman
Allison Leach

SPECIAL EDUCATION

Sharon LeBlanc
Philip Marshall
Julie Ontengco
Jennifer Ritchea
Patricia Chatman

POLICY

Kay Lyman
Nicole Goggin
Kim Devries
Mary Di Nucci
Frank Robey

STUDENT AFFAIRS *

Judy Brain
Chris Mattei
Julie Ontengco
Kathiann Shorey
Allison Leach

*this Committee only meets as needed

PERSONNEL

Sharon LeBlanc
Kathiann Shorey
Linda Card
Nicole Goggin
Marie Struven

8. Unfinished Business

Formal Motion Re: Snow School and Central Office:

I move that the Vote entitled, "Vote to Offer the Snow School and Central Office Building to the Town of Fryeburg," be adopted in form presented to this meeting and that an attested copy of this Vote be filed with the minutes of this meeting.

Motion: Jane Williams

Second: Jack Jones

Passed
All in favor

9. Personnel

Approval of New Teacher nominations for 2018 -2019 School Year:

- Ernest Easter, Middle School Bridge Program, Molly Ockett
- Nicole Barton, 3rd/4th Grade Classroom Teacher, New Suncook
- Megan Dermody, .2 K-4 Art Teacher, Brownfield Denmark
- Heather Staples, 3rd/4th Grade Classroom Teacher, Molly Ockett

A motion was made to approve the 4 teachers listed above for the 2018-2019 school Year.

Motion: Linda Card

Second: Marie Struven

Passed
13 in favor, 1 abstention

10. Public Discussion: (15 Minutes)

Note: Discussions/questions should pertain to items discussed at this meeting.
None

11. Agenda Planning/Adjournment:

Next Meeting: October 10, 2018
 November 14, 2018

A motion was made to adjourn the meeting.

Motion: Kathiann Shorey

Second: Jane Williams

Passed
All in favor

The meeting adjourned at 7:55.

Respectfully Submitted,



Heather Sheehan
Recording Secretary

**Administrative Responsibilities
2018 – 2019**

Rhonda:

District K-8 Curriculum
 District Professional Development
 Federal Programs
 Early Childhood
 Building Administrator (NS)
 Teacher Evaluation
 District RTI Coordinator
 Foster Care Liaison
 GT Program Support

Emily:

Building Administrator MOS (K-8)
 MOMS Scheduling (K-8)
 Staff Meetings (K-8)
 Coordinate PD with Rhonda
 Affirmative Action Contact
 PTO/PTA Liaison
 Teacher Evaluation
 MOS 504-Coordinator (K-12)
 Coordinate Building PD

Mark:

MOS K-8 Behavioral Coordinator
 District Attendance Coordinator (K-8)
 Coordinate MOS Building Use
 Assist with IEP Meetings @ MOS (K-8)
 PKA Liaison
 Middle School Athletic Director
 Teacher Evaluation

Merri:

Building Administrator (BDES)
 BDES RTI Coordinator
 Teacher Evaluation
 Coordinate Building Use
 Assist with IEP Meetings

Pat:

Special Education
 McKinney-Vento Liaison
 Teacher Certification
 Teacher Evaluation
 PD for Special-Ed Staff
 Ed Tech Evaluation

Cheryl:

Special Education
 McKinney-Vento Liaison
 Oversight of FA
 Teacher Evaluation
 PD for Special Ed Staff

Terri:

GT Coordinator
 Math Professional Development

2018-2019 Goals

School:	SEL	Student Learning	Culture/Climate	Community
BDES	<p>* Support the Social Emotional needs of our students by integrating SEL learning throughout the entire school day as evidenced by walkthroughs and observations.</p>	<p>*Establish a baseline for district competencies in reading and math. *Students will meet or exceed growth targets in reading and math through engaging student-centered learning and Response to Intervention to make a year's growth.</p>	<p>*Increase the percentage of students scoring positively on classroom belonging on the Panorama survey. *Create an environment in which students and staff feel safe and supported.</p>	<p>*Establish a community partnership program. Recognize partners *Decrease number of students missing more than 10 days by 50%.</p>
NS	<ul style="list-style-type: none"> • Decrease office referrals by 10% • Continue to develop SEL competencies that can used throughout the school day 	<ul style="list-style-type: none"> •Establish a baseline for district competencies in reading and math. Continue to track student progress to determine needs for RTI 	<ul style="list-style-type: none"> • Refine staff code of cooperation for 2018-19 school year • Develop a plan to decrease behavioral referrals from areas outside of the classroom 	<ul style="list-style-type: none"> •Decrease by 50% the number of students missing more than 10 days • Build on our school theme of "Belonging" to reach out to disengaged families through family events and utilization of a family liaison.
MOS K-8	<p>*Finalize a shared set of work habits standards K-8 with accompanying rubric. *Support the Social Emotional needs of our students by integrating SEL learning throughout the school day.</p>	<p>*Establish a baseline of students meeting district benchmarks for work on district goal. *Establish a system to track student progress to determine needs for RTI.</p>	<p>*Develop a shared understanding of approach to discipline K-8. *Create an additional level of support for students experiencing behavioral challenges - including behavioral plans/"fresh start" program. *Establish a schoolwide Kindness Theme that will build the daily climate and establish a positive culture in the building.</p>	<p>*Develop attendance plans with parents to support increased access to education. *Establish a "Community Partnership Program" K-8.</p>

MSAD 72 Mission and Vision

Process

- Over the course of the 2017-2018 school year, multiple surveys were used to get feedback on the current mission/vision as well as to generate ideas for a revision.
- The data was compiled and distilled into four goal areas as well as a series of “core value” statements.
- While still in draft form, the goal areas will serve as the basis for goal-setting at the school and individual levels.
- This process will also help us consistently use our energy to look at how to best support students’ academic, social, emotional, and behavior needs while working with the larger staff and community.

Mission

(Why does the organization exist?)

- Supporting the whole child to engage in lifelong learning.

Vision

(What do we aspire to do?)

- MSAD 72, in partnership with families and the community, will provide an authentic, engaging academic program that supports all students to think independently and work collaboratively to become responsible, productive citizens of a global community.

Core Values

- We believe that students deserve **authentic, engaging personalized learning opportunities** that allow everyone access to high-quality learning experiences.
- We believe that all students deserve opportunities to achieve success by **using their strengths and interests** to pursue meaningful learning goals.
- We believe that all students have a **right to learn in an environment where their challenges and differences are respected**, and where all adults work in **collaboration with caregivers to support student needs**.
- We believe that **positive, respectful relationships between all members** of the school and larger community are essential for a supportive school culture where all students can achieve a **sense of belonging**.
- We believe that all members of the school community deserve to work in a setting that is supportive and that promotes meaningful, life-long learning.

Goal Areas

- Social/Emotional Wellness:

Foster the social and emotional development of all students.

- Improved Student Learning:

Increase the academic achievement of all students.

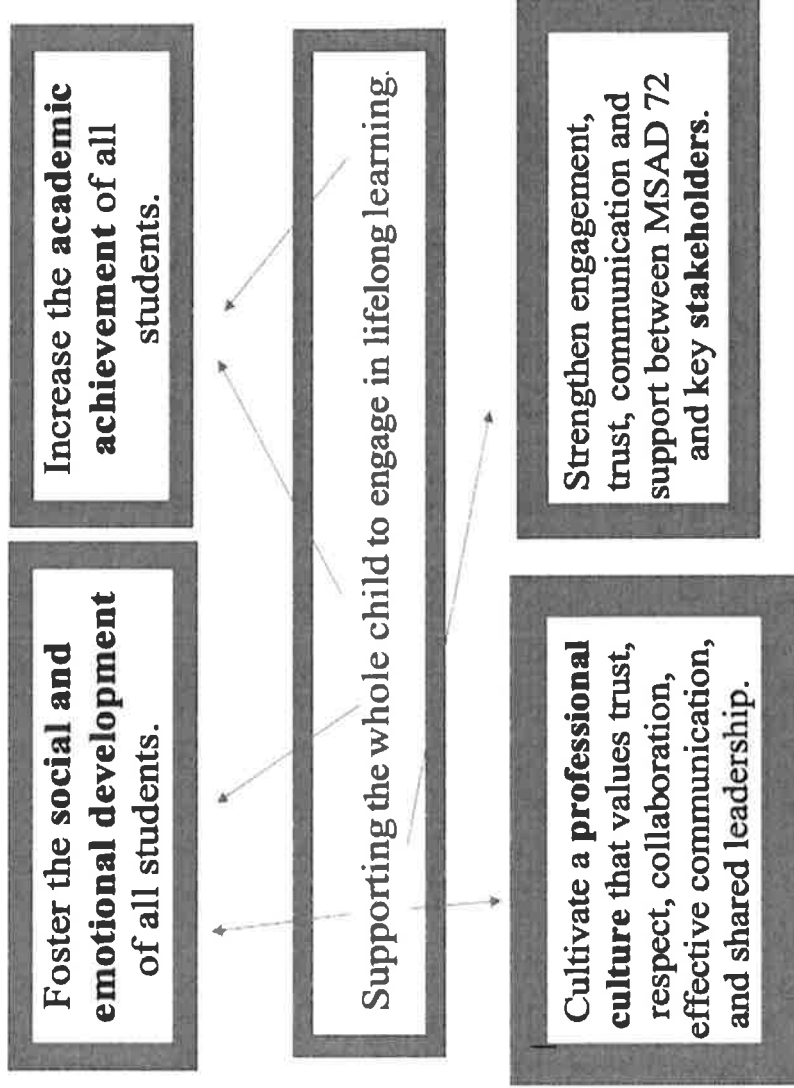
- Positive Culture and Climate:

Cultivate a professional culture that values trust, respect, collaboration, effective communication, and shared leadership.

- Community Partnerships:

Strengthen engagement, trust, communication and support between MSAD 72 and key stakeholders.

Big Picture



SEL

- **Revamp “Work Habits” standards** to emphasize social-emotional learning.
- Create a “Scope and Sequence” that shows the progression of Work Habits Skills K-8 with an accompanying rubric.
- Provide professional development that focuses on **integrating SEL seamlessly into all areas of school life.**
- Create an **SEL Team** to support students and teachers.
- Provide feedback on classroom climate through observation.

Culture and Climate

- Develop a **district philosophy of discipline** that is consistent with the district mission.
- **Reduce the number of behavioral referrals** through use of a staff support system and an added layer of intervention (“Fresh Start” program).
- Develop a **Code of Cooperation** for classrooms as well as for each school that creates buy-in and that promotes a positive school climate.

Community

- Set up **community meetings** in each school for the administrative team to share targeted information and to strengthen the lines of communication with the public.
- Utilize **“Family Liaisons”** to work with students and families to decrease chronic absenteeism.
- Establish a **“Community Partnership Program”** to recognize our valued community partners.

Academic Achievement

- Provide **professional development** in key areas (Workshop Model, Project-Based Learning, SEL) to **increase student engagement**.
- Utilize team walk-throughs to increase consistency of teacher feedback and to support PD.
- Plan a support system to address the needs of students who are significantly below grade level but who are not receiving special-education support.
- Create a system of assessments to match the level of rigor of district competencies.

Goals Continued

- In addition to the school-level goals, to assure consistent focus each staff member will be developing a **personal goal** that addresses one of the four overarching goal areas.
- Each goal will be specified using an **action plan** template, and these will be used to reflect and evaluate success at the end of the year.
- We are hoping that the work in these various areas will help us better support students and will help us create a positive school culture.

August 22, 2018

Motion: I move that the Vote entitled, "Vote to Offer the Snow School and Central Office Building to the Town of Fryeburg," be adopted in form presented to this meeting and that an attested copy of this Vote be filed with the minutes of this meeting.

**VOTE TO OFFER THE SNOW SCHOOL AND CENTRAL OFFICE BUILDING
TO THE TOWN OF FRYEBURG**

Whereas, pursuant to 20-A M.R.S. § 4102(1), the former Snow School and former Central Office building have been closed as a result of their replacement by the construction of the Molly Ockett School:


Now therefore, the School Board of Maine School Administrative District No. 72 (the "District") votes as follows:

That the School Board finds that the former Snow School and former Central Office Building do not have any anticipated use as school buildings:

That the Superintendent is authorized to offer to transfer ownership of the former Snow School property and the former Central Office building property to the Town of Fryeburg; and

That, if either or both of said offers is accepted, the Superintendent is authorized to take necessary steps to effect the transfer of ownership of the former Snow School property and/or former Central Office building property, including preparation, execution, and delivery of a quitclaim deed(s) without covenant.

A true copy attest:



Jay Robinson
Secretary