

**MSAD #72 Board of Directors  
Wednesday - October 11, 2017  
Meeting Minutes  
Molly Ockett School  
7:00 PM**

**Call to Order:** Norma Snow called the meeting to order at 7:02 and declared a quorum.

**Members Present:**

Brain, Judith  
Burk, Christopher  
Card, Linda  
Chatman, Patricia\*  
Cummings, Laura  
Dondero, Mitch  
Jones, Jack  
Lyman, Kathleen\*  
LeBlanc, Sharon\*  
Chris Mattei

Nash, Annabel  
Naughton, Laura  
Ontengco, Julie  
Rebmann, Tom\*  
Robey, Frank\*  
Shorey, Kathiann  
Snow, Norma  
Spooner, Ed  
Struven, Marie  
Weston, Laurie  
Williams, Jane

**Administrators**

Emily Kirkpatrick  
Terri Mahanor  
Pat Menzel  
Rhonda Poliquin  
Jay Robinson  
Mark Schrader  
Rick Wohlenberg

**Members not Present:**

McKenzie, Rose\* (Excused)

**Agenda:**

Norma Snow started the meeting with a moment of silence in honor of Bob Steller, former Chairman of the Board, who passed away this week.

1. Public Discussion (15-Minute):  
None

2. Approval of Minutes from August 23, 2017 Meeting:  
A motion was made to approve the minutes from the meeting held August 23, 2017.

Motion: Julie Ontengco

Second: Annabel Nash

Passed  
All in Favor

3. Communications:  
None

4. Committee Reports:

**Finance:** Laurie Weston reported that the committee met yesterday with Jay and Sue. They discussed the debt service circuit breaker; the adjustments to town assessments for Denmark, Lovell, Stoneham and Sweden; the need to request a proposal for insurance bidding which has to occur every 5 years; School Management and Leadership Center (SMLC) which Jay will speak about later in tonight's meeting; and they signed warrants

**Curriculum:** Jane Williams reported that the committee met yesterday. Members of the committee have been visiting schools and reviewing Kindergarten and 1st Grade reading/writing. They will continue to visit the District schools and will meet with teachers to discuss with them which program they like and why and which will be most effective. They also discussed the "Vision" for MSAD 72.

**Transportation:** No report

**Facilities:** Jane Williams is the new chairman. She reported that the committee had met and that the portables have been removed at MOS. The future status of the C.A.Snow school has not determined. There is a Maintenance position open. There are issues with the elevator at Molly Ockett that are being addressed.

**Policy:** Jack Jones reported that the committee met tonight to discuss policies that relate to financial issues. Two policies will be presented to the Board for First Read at the next Board meeting. The committee will be reviewing older policies this year.

**Special Education:** Sharon LeBlanc reported that the committee met tonight. There are 200 students receiving Special Education services and 72 of those are Fryeburg Academy students. Essential Skills classrooms are now located at Molly Ockett. There are 2 students enrolled in the new program in Oxford Hills; Western Maine Regional Program for Children with Exceptionalities.

- Norma Snow asked Pat Menzel, Special Services Administrator, if she had received any information regarding integrating Pre-K students into School Districts.

There is a proposal from Maine Department of Education to have School Districts assume responsibility of providing students age 3 to 5 with Special Services instead of CDS.

**Personnel:** No report

## 5. Administrative Reports

Start of Year Highlights

Pat Menzel: We are part of the new Western Maine Regional Program for Children with Exceptionalities located in Oxford. There are currently 9 students in the program and 2 of them are from MSAD 72. The program is for students in grades 6 through 12. Students will be involved in lots of hands-on work with one of their projects being building a barn.

The Special Services Department has been very busy. There have already been 62 IEP meetings held this year. There has been one mediation where an agreement was reached. There are still 2 vacant Ed. Tech positions. Pat interviewed 3 people last week and will interview 2 this coming week so she is hopeful that those vacancies will be filled. After the State review last year we now have plan for remediation. We had to contract a behavior specialist and fortunately found someone with a lot of experience. Pat is enjoying the opportunity to go into the new building and spend time with students.

Rhonda Poliquin: New Suncook School feels a lot smaller this year without our 5th graders. There are currently 113 students with 3 of those being homeschool students who attend for music, art and PE only. With fewer staff, there is a lot more room for parking and lunches in the fridge but staff have also had to cover more duties. Teachers have volunteered to keep the "Fun and Fitness" activity happening, which includes a daily 15 minute walk. The theme for the year is "Building a better world" The staff continues recognizing students for positive acts. This year students earn a paper Lego brick, which will be added to build a large wall showing that small acts of kindness make a better world. The first all school meeting will be held this Friday. Social and emotional learning continues to be a focus as we continue implementing mindful practices. Using reading, writing and math units helps build on students' engagement. Families brought posters to share at open house. Empty classrooms are being used by Lovell Recreation, Girl Scouts and community programs. A clothing exchange is being used and is more organized.

Terri Mahanor: Brownfield Denmark School had a smooth start. It is great having all the students inside the building! Adjustments have had to be made as the gym is being used for art as well. Mrs. Leoni has been very creative in sharing this new space for art. Grades 3 and 4 continue using the Lucy Calkins system and we are piloting aspects of the Lucy Calkins Reading program in Kindergarten and Grade 1. We have purchased new books and have reorganized book shelves. 1st and 4th graders are working together as writing buddies and Kindergarteners and 3rd graders work together as reading buddies. Open house was well attended with about 82% of our families attending. We continue working with the local masons to encourage students with learning math facts. The school was recently recognized for their participation 5,2,1,0 program. BDES will have new sign thanks to the PTA.

Emily Kirkpatrick: Molly Ockett is a big school! Overall things have gone well for the start of the year. Grades 5-8 held their open house the first night of school and the elementary open house was combined with another tour for the public to see the new school. The PTA held their first meeting. This year the elementary and middle school combined their PTAs with great leadership and have a lot of activities planned. Watchdogs, a sub group of PTA has been started in an effort to get more male figures involved with their children's lives. 33 have already signed up to volunteer at the school. An orientation for all students was held the first day of school in the cafeteria and on the playground so that students would know where to get lunch, where to sit, and where to play on new playground. We are still fine tuning things working on school climate and culture. Advisory groups continue to meet. The Cromwell Center for Disability awareness did a presentation for the students focusing on respecting differences and celebrating strengths. Teachers are working on creating classroom codes of behavior with their students. Staff continue participating in lots of writing and math training and setting teaching goals. Multiple Fire Drills have been held with help from both the Fryeburg Fire and Police Departments. There are lots of after school activities taking place including PKA, after school art, 4th/5th chorus. We are working on updating emergency plans to present to the board for approval.

Mark Schrader: Fall sports are in full swing with 101 students participating which represents about half the 5-8 population. Staff continue working with Restorative Practices which focuses on repairing relationships when problems arise so that moving forward the problems aren't repeated. Using RTI (Response to Intervention) time teachers have been doing assessments to find out what are students' academic needs. Administrators have been working on creating science units in preparation for a District wide one week of science with intensive units that will include lots of hands on activities.

6. Superintendent Report

School Management and Leadership Centers (See attached handout)

Jay shared that this concept is a "second stab" at consolidation. The Governor feels there are too many superintendents, too many school districts, etc. Subsidy could be reduced. When consolidation was first presented with the previous Governor a lot of work was done by this District in working with local superintendents at possible ways of consolidating.

7. New Business

- Revision of Town Assessments to Account for Circuit Breaker in Debt Service

A motion was made to change the assessment schedules as presented. (See attached handout)

Motion: Ed Spooner

Second: Jack Jones

Passed  
All in favor

8. Unfinished Business

None

9. Personnel

None

10. Public Discussion: (15 Minutes)

**Note**: Discussions/questions should pertain to items discussed at this meeting.

None

11. Agenda Planning/Adjournment:

Next Meeting: November 8, 2017    December 13, 2017

A motion was made to adjourn.

Motion: Ed Spooner

Second: Laura Naughton

Passed  
All in favor

Meeting adjourned at 7:40.

Respectfully submitted,



Heather Sheehan

Recording Secretary

## School Management and Leadership Center (SMLC)

### Formation:

- School Board agrees to attempt to form an SMLC
- Board create an “interlocal” agreement
- Interlocal agreement is approved by the board
- Application is filed with the Commissioner:
  - Member Units
  - Structure/Governance
  - How Savings Used
  - Copy of Interlocal Agreement
- Commissioner Acts on Whether to Approve
- Voters of Member Units Vote to Approve

### Functions:

1. **Instructional Services:** such as special education, gifted and talented alternative programs, shared programs or staff;
2. **Education Support Services:** such as substitute teachers, technology, training and professional development, leadership academies, shared support services, shared co/extra-curricular programs;
3. **Central Office Services:** such as payroll, accounting, procurement, reporting, food service, and superintendent services; and
4. **Facilities and Transportation System Services:** such as transportation, routing, vehicle maintenance, and emergency management and facilities.

### Carrots and Sticks:

- The Commissioner may provide direct state funding to school units for SMLC start-up costs.
- If an SMLC provides at least two different services from at least 2 of the 4 categories of SMLC services, the Commissioner must also provide direct funding to the SMLC for 55% of the executive director’s salary and benefits, an accounting and payroll system, and a student information system.
- School units that become members of an SMLC may receive increased subsidy in two ways:
  - As targeted System Administration funding or as an SMLC allocation.
- **Per Pupil Allocation:**

		Incentive for SMLC
○ 2016-2017:	\$233	\$N/A
○ 2017-2018:	\$135	\$N/A
○ 2018-2019:	\$138	\$46
○ 2019-2020:	\$141	\$94
- As an estimate for 2018-2019, a school unit with 1,000 pupils would see a \$50,000 reduction in its operating allocation due to reduced system administration funding.

*Maine School Administrative District No. 72*

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FRYEBURG, MAINE 04037  
(Phone) 935-2600 (Fax) 935-3787

Jay Robinson  
Superintendent of Schools

Brownfield, Denmark, Fryeburg  
Lovell, Stoneham, Stow, Sweden

September 7, 2017

Dear Town Managers/Boards of Selectmen:

I am writing to inform you that you will be receiving a new Town Assessment sheet that will reflect a reduced rate over the version you received previously. The reason for this change is that due to a "circuit breaker" in the amount of debt service assessed to towns, the State is paying a portion of debt service for your town, which in turn reduces the rate assessed to your town. The changes are listed below:

	<b>Original Assessment</b>	<b>New Assessment</b>
Denmark	\$2,158,376	\$2,041,523
Lovell	\$2,714,096	\$2,632,757
Stoneham	\$ 499,082	\$ 476,710
Sweden	\$ 655,537	\$ 620,538

The board will be taking official action to create the new sheets at its next meeting on October 11<sup>th</sup>. We will send our revised schedules directly following the meeting. If you have questions, please contact me at 935-2600. I apologize for any inconvenience this may cause and thank you in advance for your understanding.

Sincerely,

Jay Robinson  
Superintendent of Schools  
MSAD 72