

**MSAD #72 Board of Directors
Wednesday - June 13, 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:

Brain, Judith
Burk, Christopher
Card, Linda
Chatman, Patricia*
Jones, Jack
LeBlanc, Sharon
Nash, Annabel

Ontengco, Julie
Robey, Frank*
Snow, Norma
Struven, Marie
Weston, Laurie
Williams, Jane

Administrators

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

Members Absent:

Cummings, Laura (Excused)
Dondero, Mitch* (Excused)
Lyman, Kathleen* (Excused)
Mattei, Chris (Excused)

McKenzie, Rose*
Rebmann, Tom*
Shorey, Kathiann (Excused)
Spooner, Ed

Agenda:

1. Public Discussion (15-Minute):
None

2. Approval of Minutes from May 2, 2018 Meeting and May 9, 2018 Special Meeting:
A motion was made to approve the minutes from the May 2, 2018 meeting and May 9, 2018 Special Meeting.

Motion: Jane Williams

Second: Jack Jones

Passed
All in favor

3. Communications:

- Adult Education Update - Madelyn Litz, Director
Madelyn shared a brief video that gave an overview of the importance of supporting Adult Education. She shared that there would be a graduation ceremony on June 14th for students receiving their HS diploma and that four of the students are from MSAD72. Lydia Thorner, student, spoke to the Board and shared the positive experiences she had with Adult Education and the entire staff.

to evaluate their learning. The committee considered French and Spanish as students would be able to continue their studies in these languages as they moved onto Fryeburg Academy. The cost for 25 licenses to use Rosetta Stone would be about \$8000 over a three-year period.

The committee also discussed goals for 18/19. The plan is to review both science and social studies curriculum. The committee also discussed social/emotional, learning and reading achievement levels and where we are in comparison to previous years.

Transportation: No report

Facilities: Jane Williams reported that the committee had met and were introduced to the new Facilities/Transportation Director, Ike Heffron. They discussed the various projects throughout the district. Paving at New Suncook School will start the week of June 18th.

Policy: Jack Jones reported that the committee met on May 24th to discuss the student wellness policy JL. They also finalized the volunteer procedure to accompany the volunteer policy and this procedure will be voted on later in tonight's meeting. They are still getting feedback on the wellness policy and hope to have it ready for the next Board meeting. .

Special Education: No report

Personnel: Linda Card reported that the committee met last week and reviewed credentials for some new staff hires. These nominations will be voted on later in tonight's meeting. The committee completed contract negotiations with the PVEA and the contract will be voted on later in tonight's meeting.

5. Administrative Reports

None

6. Superintendent Report

None

7. New Business

- Discussion of Election of Chair and Vice Chair and Nominating Committee for 2018-2019

Norma Snow shared that the nominations for Board Chair and Vice Chair have been handled "too casually" the past few years. Nominations were done earlier than usual last year as the sitting chairman, Bob Steller, was retiring from the Board and it was necessary to have a chairman in place for the start of the school year. Norma asked for discussion on how the board wanted to handle nominations.

A motion was made to consider voting for the chairman and vice chairman at tonight's meeting.

Motion: Marie Struven

Second: Jane Williams

Passed
All in favor

A motion was made to nominate Norma Snow as chairman of the board.

Motion: Marie Struven

Second: Linda Card

Passed
All in favor

A motion was made to nominate Jane Williams as vice chairman of the board.

Motion: Linda Card

Second: Norma Snow

Passed
All in favor

Norma asked who would be willing to serve on the nominating committee for selecting members for board committees. Committee interest forms will be available at the next Board meeting so that new board members will be able to make their selections.

Linda Card, Sharon LeBlanc, Marie Struven and Julie Ontengco volunteered to serve with Linda Card acting as Chairman.

- Policies for Second Read
IHBAL: Grievance Procedure for Persons with Disabilities

A motion was made to approve policy IHBAL for Second Read.

Motion: Jack Jones

Second: Julie Ontengco

Passed
All in favor

- Policies for First Read
IJOC-R: Administrative Procedure for Volunteers

A motion was made to approve Policy IJOC-R for First Read.

Motion: Jack Jones

Second: Linda Card

Passed
All in favor

- Signing of Town Assessments

A motion was made to move the Signing of Assessments to the end of the Meeting.

Motion: Julie Ontengco

Second: Jack Jones

Passed
All in favor

A motion was made to move the next three Executive Sessions to discuss the PVEA and PVSSA contracts and the Superintendent's evaluation to the end of tonight's meeting.

Motion: Norma Snow

Second: Jack Jones

Passed
All in favor

- Executive Session to Discuss PVEA contract under 1 M.R.S.A. 405(6)(D)
- Executive Session to Discuss PVSSA contract under 1 M.R.S.A. 405(6)(D)

8. Unfinished Business

- Executive Session to discuss Superintendent's Evaluation under 1 M.R.S.A. 405(6)(A)

9. Personnel

Approval of Probationary Teachers

Jay nominated and the Personnel Committee recommended the following teachers for Probationary contracts and 1st year continuing contracts.

Probationary year 1 to 2

Katrina Carus (Molly Ockett)
Courtney Dimon (Molly Ockett)
Abigail McPhee (Molly Ockett)
Sarah Ober (Molly Ockett)
Brendan O'Neill (Molly Ockett)
Amber Rowell (Molly Ockett)
Reilly Shea (Molly Ockett)

Probationary year 2 to 3

Shena Bellerose (Molly Ockett School)
Joshua Bosse (Molly Ockett School)
Merri Rajaniemi (Brownfield Denmark School)
Brandi Spofford (Brownfield Denmark School/Molly Ockett School)
Dawn Wentworth (Brownfield Denmark School)

1st Year Continuing Contract

Brandon Knox (Molly Ockett School)
Meredith Leoni (District Wide)
Alison Moore (Molly Ockett School)
April Noel (Molly Ockett School)
Jean Woodward (Molly Ockett School)

A motion was made to approve the Teachers listed above for probationary year 1 to 2, probationary year 2 to 3 and 1st Year continuing contract.

Motion: Linda Card

Second: Julie Ontengco

Passed
All in favor

- Executive Session to Discuss PVEA contract under 1 M.R.S.A. 405(6)(D)

A motion was made to enter Executive Session to discuss the PVEA contract under 1 M.R.S.A 405(6) (D).

Motion: Julie Ontengco

Second: Judy Brain

Passed
All in favor

The Board entered Executive Session at 8:01

A motion was made to leave Executive Session to discuss the PVEA contract under 1 M.R.S.A 405(6) (D).

Motion: Julie Ontengco

Second: Linda Card

Passed
All in favor

Executive Session ended at 8:15

- Vote on PVEA Contract

A motion was made to approve the PVEA contract

Motion: Julie Ontengco

Second: Jack Jones

Passed
All in favor

- Executive Session to Discuss PVSSA contract under 1 M.R.S.A. 405(6)(D)

A motion was made to enter Executive Session to discuss the PVSSA contract under 1 M.R.S.A 405(6) (D).

Motion: Julie Ontengco

Second: Linda Card

Passed
All in favor

The Board entered Executive Session at 8:16

A motion was made to leave Executive Session to discuss the PVSSA contract under 1 M.R.S.A 405(6) (D).

Motion: Julie Ontengco

Second: Marie Struven

Passed
All in favor

Executive Session ended at 8:22

- Vote on PVSSA Contract

A motion was made to approve the PVSSA contract.

Motion: Julie Ontengco

Second: Linda Card

Passed
All in favor

A motion was made to enter into Executive Session to discuss Superintendent's Evaluation under 1 M.R.S.A. 405 (6) (A)

Motion: Marie Struven

Second: Jack Jones

Passed
All in favor

The Board entered Executive Session at 8:23

A motion was made to leave Executive Session to discuss Superintendent's Evaluation under 1 M.R.S.A. 405 (6) (A)

Motion: Annabel Nash

Second: Jack Jones

Passed
All in favor

Executive session ended at 9:00 and the meeting was adjourned per earlier motion by Norma Snow.

11. Agenda Planning/Adjournment:

Next Meeting: July 11, 2018 - Regular Meeting
August 22, 2018 - Regular Meeting

Respectfully Submitted,



Heather Sheehan
Recording Secretary

**MSAD #72 TEACHER
CERTIFICATION COMMITTEE
ANNUAL REPORT 2017-18**

May 23, 2018

Dear Mr. Robinson,

Please accept the following report of accomplishments of the Teacher Certification Committee for the 2017-18 school year.

The Certification Committee met 8 times beginning in September and ending in May.

The Committee appointed Mentors, approved teacher action plans, and reviewed progress through logs and observations for first year / new provisional / conditional teachers:

Carus, McPhee, Shea

The Committee reviewed observations, logs, and final teacher action plans from mentors for the second year Provisional/Conditional teachers moving on to Professional or Provisional status:

Rowell, Spofford, Wentworth - Bellerose & Dimon pending documentation of a requirement

There are no Master Teacher candidates.

The Committee reviewed Renewal Plans and verified the documentation requirements that were submitted for teachers whose certificates expire in 2018.

Teachers with expirations 2019 - 20 have completed their Teacher Action Plans.

Committee vacancies include Karole Clark and Karen Johnson. Kelley Brown MO 5-8, and Beth Dorner NS, have been nominated for Board approval as replacements. Samantha Davis will remain on the committee during her LOA and act as Chair. Melissa Albert will be the appointed alternate approver for renewal documentation, which has been done via DOE Portal starting this year, after an unsuccessful attempt last year leaving teachers with a waiver of expiration from 2017 to 2018.

The 2018-19 representation is:

Samantha Davis, Chair

Beth Dorner - New Suncook

Ashley Nickerson - Brownfield/Denmark

Kelley Brown - MO 5-8

Melissa Albert - MO K-4

Pat Menzel, Administrator

Respectfully Submitted,



Karole Clark
Chair

GRIEVANCE PROCEDURE FOR PERSONS WITH DISABILITIES

The Board has adopted this grievance procedure to provide a local avenue for persons with disabilities to raise concerns about whether the school unit is fully meeting its obligations under state and federal laws to protect persons with disabilities. This procedure is intended to meet the requirements of the federal Rehabilitation Act (34 CFR § 104.7(b)) and the federal Americans with Disabilities Act (28 CFR § 35.107(b)).

Questions about this grievance procedure should be directed to the ADA/504 compliance coordinator **Emily Kirkpatrick, at (207) 935-2401.**

Step One

A person with an identifiable disability, or someone acting on that person's behalf, may file a written grievance regarding compliance with state or federal disabilities laws with the building principal where the grievance arose, or with the ADA/504 compliance coordinator. If filed with the ADA/504 compliance coordinator, that person shall forward it to the appropriate building principal. No grievance will be heard if it involves actions that occurred more than 60 days prior to the filing of the grievance.

The building principal, after consultation with the ADA/504 compliance coordinator, shall respond in writing to the grievance within 15 working days of its receipt. Extensions of 15 working days may be allowed if necessary to address fully the issues in the grievance. The principal's written response shall be forwarded to the grievant and to the ADA/504 compliance coordinator.

Step Two

If dissatisfied with the response, the grievant may obtain a review by the Superintendent of the principal's decision.

The grievant must request that review within 15 working days of the decision by the principal. The Superintendent, after consultation with the ADA/504 compliance coordinator, shall respond in writing to the grievance within 15 working days. Extensions of 15 working days may be allowed when necessary to address fully the issues in the grievance. The Superintendent's written response shall be forwarded to the grievant and to the ADA/504 compliance coordinator.

Except for grievances regarding physical alterations to school buildings or grounds, the decision of the Superintendent shall be final. In the case of grievances regarding physical alterations to school buildings or grounds, a dissatisfied grievant may obtain a review by the School Board of the Superintendent's decision.

The grievant must request that review within 15 working days of the decision by the Superintendent. The Board shall have a reasonable time to schedule a meeting on the grievance and to issue its decision.

Nothing in this grievance procedure in any way forecloses a person with a disability from seeking redress for their concerns at any time through other legal avenues, such as through the Office for Civil Rights, the Department of Justice, the Maine Human Rights Commission or the Maine Department of Education.

Questions about other legal avenues available for persons with disabilities to pursue compliance concerns under various disabilities laws should be directed to the ADA/504 compliance coordinator **Emily Kirkpatrick, at (207) 935-2401.**

This notice is available in large print and on audio tape from the ADA/504 compliance coordinator.

Adopted: 6/13/2018