

**MSAD #72 Board of Directors
Wednesday - August 23, 2017
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
Cummings, Laura
Dondero, Mitch*
Jones, Jack
LeBlanc, Sharon*
Lyman, Kathleen*
Chris Mattei
McKenzie, Rose*

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

Administrators

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

Members not Present:

Chatman, Patricia*
Robey, Frank* (Excused)
Spooner, Ed

Agenda:

1. Public Discussion (15-Minute):
None

2. Approval of Minutes from July 12, 2017 Meeting:

A motion was made to approve the minutes from the meeting held July 12, 2017.

Motion: Laura Naughton

Second: Jane Williams

Passed
All in Favor

3. Communications:

- **Adult Education Update** - Madelyn Litz, Director

Madelyn shared information with the Board regarding the Adult Education Program. Please see attached for more details. A Board member requested Madelyn's contact information so that if more questions arose regarding her presentation she could be reached. Madelyn asked that her contact information be included in the minutes.

E-mail: madelyn.litz@lakeregionschools.org

Phone: 207-627-4291(Lake Region & Fryeburg Area Adult Education Office)

- **Resignations**

Jay reported that he had received a letter of resignation from Shelby Soloff, Grade 6 Science Teacher.

A motion was made to accept Shelby Soloff's resignation with regret.

Motion: Kathiann Shorey

Second: Christopher Burk

Passed
All in Favor

4. Committee Reports:

Finance: Laurie Weston reported that the committee met yesterday with Jay and Sue Frost. They discussed the balance forward and reviewed a handout from Jay regarding increased funding in the 17-18 budget and how those funds can be used.

Curriculum: Jane Williams reported that the committee had not met but that members will be visiting the three schools this Fall. The committee will be reviewing K-1 reading program prior to October and making a decision by January as to what will be used District Wide.

Transportation: No Report

Facilities: Mitch Dondero reported that the committee had not met but that Facilities Director Rick Wohlenberg had prepared summary package that was handed out.

Policy: Norma Snow reported that the committee had not met but will meet briefly after tonight's Board meeting to choose new chair.

Special Education: Sharon LeBlanc reported that the committee did not meet but will meet at 6:30 prior to the next Board meeting on October 11th.

Personnel: Linda Card reported that the committee met tonight to review new hire candidates who will be presented later in tonight's meeting.

5. Administrative Reports

- None

6. Superintendent Report

- **Building Project Update**

Jay reported that "Summer is a challenge" and as the custodians said, "We can do anything but not everything!" We have a great crew who worked very hard over the summer to make sure the three buildings are ready for opening day. The final building walk-through was held August 1st. The final site walk through will be August 24th. The Open House held August 16th to let the public come and tour the new facility was very well attended. Another date has been set on September 5th from 5:00 to 6:00 for the public to come and tour the new facility.

- **Enrollment Update** - See handout attached

Jay reported that projections are hard to budget for. As of August 23rd we have had 32 new K-8 enrollments and 32 new Fryeburg Academy Enrollments. Along with new enrollments we have had six K-8 withdrawals and 13 Fryeburg Academy withdrawals. We do budget for additional FA students, so despite the new enrollments we are pretty much on target for budgetary purposes.

- **Headstart MOU**

Jay reported that the Headstart MOU had been reviewed and double-checked for language and can now be approved.

- **Winter Months/Early Release Days**

Jay followed up on a discussion held at the July meeting regarding early release days and Professional Development. He discussed this issue with members of the PVEA and it has been recommended that if there is a snow day on a Wednesday early release day for Professional Development that the early release day will be the following day. Jay will speak with Erin Mayo, Fryeburg Academy Headmaster, as well as Bill Bennett and report back to the Board regarding final decision.

7. New Business

- **Fryeburg Academy Contract**

Jay reported that a vote was needed to start the process for entering into negotiations with Fryeburg Academy for the next contract.

A motion was made to enter into negotiations with Fryeburg Academy.

Motion: Christopher Burk

Second: Marie Struven

Passed

All in Favor

- **Boardsmanship**

There are several new Board members this year so Jay did a presentation highlighting important information for all Board members to know.

- **Fund Balance (Undesignated vs. Designated)**

Jay reported that we currently have 1.2 million in undesignated fund balance. The State requires that we carry no more than 3% of undesignated fund balance or that we appropriate or expend the surplus in the next year. Our auditor expressed concern that the State may adjust any districts' funding allocation to "recapture" those funds for districts that do not keep the percentage of undesignated fund balance below 3%. This will require attention during the next budget cycle.

8. Unfinished Business

None

9. Personnel

Approval of New Teacher nominations for 2017-2018 School Year:

- Madeleine Lane-Duigan, Grade 6 Science, Molly Ockett School
- Amber Rowell, Grade 5 Classroom Teacher, Molly Ockett School
- Rachel Moran, Resource Teacher, Molly Ockett School
- Susan Hagerstrom, Grade 3 Classroom Teacher, Molly Ockett School

Jay Robinson nominated and the Personnel Committee approved the hiring of the teachers listed above for the 2017-2018 school year.

A motion was made to approve the teacher nominations listed above for the 2017-2018 school year.

Motion: Linda Card

Second: Julie Ontengco

Passed
All in favor

10. Public Discussion: (15 Minutes)

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

11. Agenda Planning/Adjournment:

Next Meeting: October 11, 2017
 November 8, 2017

A motion was made to adjourn the meeting.

Motion: Kathiann Shorey

Second: Marie Struven

Passed
All in favor

Meeting adjourned at 7:50.

Respectfully Submitted,



Heather Sheehan
Recording Secretary

Lake Region-Fryeburg Area Adult Education
MSAD 72 Board Presentation Notes
Wednesday, 8/23/17

- 16/17 enrollments for the district: 21 students.
- Of those 21 students, 16 remained active towards completing their goals in the following areas:
 - 7 – HiSET completion
 - 3 – High School Diploma (credit option)
 - 4 – College Transitions Program
 - 2 – Adult Transition
- Two students completed requirements and received their high school diplomas.
- One of those students proceeded to our College Transitions program and began college this fall.
- One of our Adult Transition students was also enrolled as an English language learner. She increased her reading and writing skills and passed her citizenship test. She was recently sworn in as a U.S. Citizen! (see attached picture).
- The Fryeburg Public Library continues to be used for academic instruction and career advising on Thursday each week.
- Scheduling for this coming year will remain constant in the Fryeburg area. We schedule students based on either their residence or at a location convenient to work.
- We continue to collaborate with Fryeburg Academy's Alternative Education program to inform students who complete their high school education of choices and options after graduation.
- Conversely, students who don't complete are aware that they do have resources in their community to earn their diploma when they are ready to commit.
- We continue to offer enrichment classes that meet the needs of the community. We ask for your help to continue to offer classes that will appeal to the MSAD 72 residents.
- We will be offering an EMT course through United Ambulance at Fryeburg Rescue beginning on September 11: Mondays 5:00 – 9:00 PM w/some Saturdays – 15-week session. Please pass the word on this one as our first responders are an important part of our community.
- Our fall catalog is out and you should have received it in the mail. Also available online, with registration available online as well.

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**17-18 K-12 Enrollment
As of August 23, 2017**

	Brownfield Denmark School	New Suncook School	Molly Ockett School	FA
GRADE				
K	13	13	35	
1	14	21	32	
2	23	24	25	
3	15	32	37	
4	14	21	22	
Total	79	111	151	
5			78	
6			95	
7			94	
8			102	
Total			369	
			K-8 Total - 520	
9				107
10				92
11				90
12				88
Total				377

MESA - 35

PACE - 14

LEAP - 17

FA Out of District Placements - 8

K-8 New Enrollments - 32

FA New Enrollments - 32

K-8 Withdrawals - 6

FA Withdrawals - 13