

Subject: Minutes of the Union #93 Joint School Committee Meeting

Date: Wednesday, November 16, 2016

Time: 5:30 p.m.

Place: Penobscot Community School

School Committee Members Present: Joe Spinazola (1374), Kathy MacArthur (0), Alyssa Radcliff (0), Jan Snow (2665), Ben Wootten (0), Charles Tarr (185), Matt Freedman (185), Helen Condon (185), Brad Jones (185), Patty Tapley (185), Jerald Markley (1250), Charles Brenton (0), Fred Briehl (0), Marlene Tallent (1460), Don Driscoll (0), Michelle Berger (0)

School Committee Members Absent: Jim Lacasse (0), Rebecca Conable (0), Sean Walsh (0), Jim Goodman (0), Anne Hayes-Grillo (0), Pat Jencks (0), Joan Welgoss (0)

Others Present: Mark Hurvitt, Vernetta Bannister, Sheila Irvine, Heather Lanpher, Diana Stearns, Dawn Robbins, Susan Duddy, Richard Avery, Allen Cole, Jay Lanpher, Monique Labbe, Reporter for Penobscot Bay Press

1. Joe Spinazola called the meeting to order at 5:30 p.m.

2. There was a flag salute.

3. A. Election of a Chair

Nominations were solicited from the Board by Mark Hurvitt.

A motion was made by Charles Tarr, seconded by Matt Freedman, to nominate Joe Spinazola as Chair. A motion was made by Fred Briehl, seconded by Kathy MacArthur, to close nominations.

Passed unanimously.

Joe Spinazola abstained from voting.

Ayes: 6300

Castine Votes Abstained: 1374

B. Election of a Secretary

Nominations were solicited from the Board by Mark Hurvitt.

A motion was made by Joe Spinazola, seconded by Jan Snow, to nominate Marlene Tallent as Secretary.

Fred Briehl moved, seconded by Joe Spinazola, to close nominations.

Passed unanimously.

Vote for Marlene Tallent as Secretary:

Ayes: 7674

Nays: 0

4. Approval of Minutes of Previous Meeting: April 7, 2016

A motion was made by Jerry Markley, seconded by Jan Snow, to approve the minutes of the April 7, 2016 meeting.

Ayes: 7674

Nays: 0

5. Communications

Mark Hurvitt welcomed the following new Union 93 Board members:

Alyssa Radcliff from Castine (replacing Temple Blackwood), Pat Jencks from Surry (replacing Monica Hardy-Torrey) and Rebecca Conable from Blue Hill (replacing Annie Rice). It was asked if an orientation was provided for new Board members and Mr. Hurvitt responded that he meets with each new member individually for orientation.

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Mr. Hurvitt mentioned that the Resource Sharing Committee had met in May. The minutes of that meeting are attached to the minutes of this Union Board meeting.

6. Comments and Questions from the Public:

None

7. Approval of Agenda:

A motion was made by Jerry Markley, seconded by Jan Snow, to approve the agenda.

Ayes: 7674

Nays: 0

8. Old Business

A. None

9. New Business

A. Technology Coordinator Report – Richard Avery

a) Mr. Avery reported that he is currently working in both the Union 93 Central Office and at the Penobscot Community School as Technology Coordinator. It's helpful to see both the school and Central Office perspective of technology needs.

b) In January or February he will be coordinating the Union 93 copier and printer bids for the current contract which expires June 30, 2017.

B. Special Education Director Report – Sheila Irvine

a) Ms. Irvine stated that she appreciates the Board members attendance at the Union Board meetings.

b) In terms of Special Education students, ideally, we serve 15% of students in each school. We are close to that number in our 5 schools.

c) She is finishing up the DOE review needs. The final report is due the end of November.

d) She hopes to bring in software next year to manage special education and 504 paperwork, statistics, demographics and services.

e) Ms. Irvine passed out a handout showing the special education student percentages which is attached to the office minutes.

C. Curriculum Coordinator Report – Dawn Robbins

Ms. Robbins handed out a list depicting some of her responsibilities which include:

Gifted/Talented; RtI (Response to Intervention); Title I/Title IIA; Curriculum; Teacher Evaluation; Assessment; Leaping Literacy and Report Cards. Her handout is attached to the office minutes.

a) F/T funding for next year has already been approved.

b) She also reported that last spring's MEA results will be sent to Mr. Hurvitt and herself in the next week or so. They will be published publicly the week of December 1.

c) The summer's Leaping Literacy program was a great success. She hopes to secure grants to help fund next year's program, thereby limiting the need for local donations.

d) Report Cards now reflect Power Goals.

e) Fred Briehl said he has concerns about testing of students. How do we evaluate? He stated that much depends on teacher judgment for each student. Ms. Robbins responded that plans for students are set up based on the individual student, not just testing and that we do "way more than MEA testing."

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D. Presentation and Discussion of Preliminary Central Office Budget for 2017-2018

Mr. Hurvitt explained the history of school unions in the state of Maine and that they were set up as a means of local control of schools. He also identified the amount the budget increase would mean to each town.

The Central Office budget is up \$5,000.50 which is a 0.91% increase over last year. The biggest change is adding the Special Education 504 software and salary increases. Mr. Hurvitt reviewed the wages which are:

Mr. Hurvitt, Superintendent	2% increase
Sheila Irvine, Special Ed Director	2% increase
Dawn Robbins, Curriculum Coordinator	2% increase (Title II grant funds)
Heather Lanpher, Business Manager	2% increase
Diana Stearns, H/R and Payroll	2% increase and second half of insurance from last year's agreement
Vernette Bannister, Secretary	\$1.00 per hour increase
Susan Duddy, Secretary	2% increase and second half of insurance from last year's agreement
Richard Avery, Technology Coordinator	.50 per hour increase (Title VI)

Fred Briehl commented that educators are underpaid and underappreciated. He, however, enjoys and appreciates working with our group.

Charles Brenton asked what will the Special Education software accomplish? Ms. Irvine responded that it is much quicker in man hours to do research on what services and how much time is done for each student. Joe Spinazola said that his school has used the software for 8 or 9 years. It's excellent for liability issues. Mr. Spinazola and Ms. Irvine explained that updates are done each year by the software program to keep pace with new laws and requirements.

E. Superintendent Evaluation Process – Joe Spinazola

Mr. Spinazola reported that all Board members should have received their superintendent evaluation forms by now. They are due back to the Central Office on the 18th of November. The evaluation committee will meet in the next week or two. Any and all comments are welcome on the evaluation. If you answer with a "1" or "2", please explain in the comments section.

F. Form a Committee to Work on the Next Union Copier Bid, 2017-2022

Mr. Hurvitt asked if there were any Board members who would be willing to serve on the "Copier Committee". He explained that it is a competitive market and we should start polling the schools to see what their concerns or suggestions might be. An RFP would be needed and the process should get started in January or February.

Mr. Hurvitt, Richard Avery and Matt Jurick have already agreed to serve on the committee. Joe Spinazola and Ben Wootten also agreed to be on the committee.

Mr. Wootten said that 5 years is a long time to be in a contract. What if you're not happy? Mr. Spinazola explained that leasing of equipment is usually 5 years, so contract years follow that.

Mr. Briehl asked if there is a penalty clause. Mr. Spinazola – there is an escape clause if needed. Mr. Hurvitt said we normally can't complain about the service, because they respond when called. However, we'd rather the machines work consistently.

Mr. Spinazola asked the Board to please let the copier committee know if they hear any complaints about the current copiers and printers.

10. Other Business:

Mr. Hurvitt reminded Board members that the next Union 93 Board meeting will be on Thursday, December 15, 2016 at 5:30pm at the Penobscot Community School.

11. Adjournment

Meeting was adjourned at 6:12pm by Chair, Joe Spinazola.

Respectfully submitted,

Vernette Bannister, Secretary