

SPRUCE MOUNTAIN SCHOOL DISTRICT BOARD OF DIRECTORS
The 3rd Regular Meeting of the Spruce Mountain School District Board of Directors
For 2016-17 will be held

Thursday, September 8, 2016 6:00 pm Cedar Street Conference Room

Present: Darcie Calden, Doug DiPasquale, Tammy Frost, Amy McDaniel, Michael Morrell, Holly Richards, Shari Ouellette, Cea Jay Pitcher, Joel Pike, Denise Rodzen and Laurie Sanborn.

Absent: Cindy Young, Jackie Knight

Absent: Trevor Doiron, Student Representative.

~MINUTES~

1. **CALL TO ORDER:** Denise Rodzen, Chair called the meeting to order at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was recited by all present.
3. **ATTENDANCE**
 - 11 Present**
 - 2 (Jackie Knight and Cindy Young) Absent**
 - 1 Absent** Trevor Doiron, Student Representative
4. **ADJUSTMENTS TO THE AGENDA - None**
5. **APPROVAL OF THE MINUTES**
 - 5.1 August 25, 2016 – Board Meeting minutes
Motion by Shari Ouellette and seconded by Michael Morrell to approve the minutes of August 25, 2016 regular Board meeting as read.
Vote: 11 Yes 0 No 0 Abstain
6. **COMMUNICATIONS/CORRESPONDENCE - None**
7. **PUBLIC COMMENTS –**
Sara Hughes, a community member who has 3 children in the school system, said that she was at this meeting to discuss concerns she and her husband have. She said she was here to learn about the school board meetings. She has never been informed about school board meetings and does not seem to get anything in the student plan book or folder. She continued that there is a lot of the information that is discussed at the school board meetings that is not communicated to the public. Meeting days are not on the town web sites. More information needs to go out to the community. Chairman Rodzen said that the meetings are normally the second and fourth Thursday of every month at 6:00 pm at the Superintendent’s Office on Cedar Street in Livermore Falls unless there is inclement weather. Chair Rodzen continued that usually there are no meetings in the month of July and in the month of November and December there is only one meeting is held each

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month. Chair Rodzen also stated that the School Board Meetings are announced in the Sun Journal, Ms. Hughes did not know what the Sun Journal was. Chair Rodzen responded that the Sun Journal is a newspaper, Ms. Hughes stated that she does not read the newspaper. Ms. Hughes also said that on the school web site staff listings and the list of school board members is not up to date. Also there were a lot of letters and words missing from the school board meeting minutes. Superintendent Healey said that all school administrators were asked to update their website but that the district has not finished hiring for the school year. Darcie Calden suggested that the meeting dates could be posted on the bulletin board on Route 4 in front of the high school. Ms. Hughes also mentioned that it seems like every day there is a change in the dismissal procedure. Teachers did not know start and end times of the school day at the primary school and the only reason she know about elementary school time change was because she contacted the elementary school. Ms. Hughes said that she have not received a handbook from the Primary School. Principal Harrington said that the handbook is on the website and if a parent wants a copy of the handbook it is available in the school office.

Holly Richards said that the school board meetings have been the 2nd and 4th Thursday of the month for years. She also suggested that a letter go home to parents with the dates of the school board meetings.

Jean Tardif, a community member, said that she had gone up to the Livermore Falls Middle School and had taken old trophies and put them in a safe place. She asked if the district was still looking to make money on the items in the middle school. She would like to sell those items to raise money for AYS. Superintendent Healey said that yes we are still interested in selling items and recently the town managers toured the building to see if there was anything that they were interested in. Superintendent Healey also said that in the past the District has held two yard sales. Ms. Tardif also asked about the middle school uniforms that are in the middle school. Superintendent Healey said that she could have them. Ms. Tardif also asked if the washers and dryers in the building were still in working order and Superintendent Healey said probably not. Ms. Tardif inquired if any of the items had been placed on Craigslist or Facebook. Superintendent Healey said they had not. Ms. Tardif said that she would be willing to organize and sell the middle school inventory.

8. BOARD COMMENTS

Tammy Frost wanted to express condolences to Pam Newton, her son recently passed away.

Holly Richards said that her son started Pre K and has had a super positive experience. The bus driver is fabulous and actually sang songs to the children. He really loves school!

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9. SUPERINTENDENT'S REPORT

Enrollment update as of September 2, 2016 – we have a total of 1490 students up 15 from the last update. 453 students in the primary school, 307 students in the elementary school, 303 students in the middle school and 427 students in the high school. Opening day went well for teachers. A friend of mine spoke to the teachers and staff about how public education is very important to him. He thanked all teachers who taught him.

I had the opportunity to visit every school on the first day.

I have provided you with a list of new hires that are non-teaching positions.

At the last board meeting I talked about a community member who had expressed an interest in purchasing Livermore Falls Middle School. After consulting with our lawyers we now again have to offer the Livermore Falls Middle School back to the town of Livermore Falls. The last time we offered the middle school to the town it was a package deal with the high school, I will send the town a letter. I have provided you with a drawing of the property, the hash marks indicate the property in question. I believe that this will be brought to the town meeting on the 20th of this month, once we have word from the town, we will proceed with the process of trying to sell the property. All 3 town managers were invited to tour the middle school on the 29th and they identified items that their towns could use.

I will be going on my NEASC pre-visit on September 13. My assistant chair will be Principal Plourde.

We are also taking additional steps this week to stop access to school bus road for any vehicles other than school buses. Evidentially putting up signs and telling everyone was not sufficient enough, we have now put up barriers. I sat out there the other day and took license numbers of students and parents who went through. Our hope is we will not have people racing through the community up there.

Shari Ouellette asked how many students would the district need to have to be in Class C. Principal Plourde said that we have enough for class B. Chairman Rodzen said that the number of students in the school is only part of the formula used for determining which class a school is in.

Doug DiPasquale asked the Superintendent about the snow plow bid. Superintendent Healey stated that the Board had directed him to reach out to each of the towns to see if they had any interest in plowing. Superintendent Healey said that he did that and they will be bringing those requests to their boards. There is not a lot of interest in plowing our district and it could be more expensive. I will hopefully be bringing their decision to our next meeting.

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Joel Pike asked about the property survey of the Livermore Falls Middle School and how did we determine how to parcel this out. Superintendent Healey replied that it is optimal to all involved. The individual who is interested in the building said he was interested in making the building into a disabled veteran's home and they would need parking. Anyone interested in the building would need parking.

Darcie Calden asked if we had put out the plowing bid again with smaller sections to be plowed within the district. Superintendent Healey said that he understood his instructions from the Board were to find out from the towns first and then ask for individual bids if you direct me to do so. We have gone out to bid for several years.

Doug DiPasquale suggested that maybe we could ask for someone to just do the snow removal and have others do the plowing. Superintendent Healey said that he wanted to do one thing at a time.

Amy McDaniel said that with a bunch of little contracts the cost may not be a savings. We have to balance it out.

10. BOARD CHAIR'S REPORT

Chair Rodzen said that since it is the beginning of the school year for board members, it is time to remind the Directors that if they are contacted by phone, email, text or face book from community members wanting to discuss the school system or stating concerns the job of a school board member is to direct those questions or concerns to the correct school employee that is responsible. Your job is not to answer questions, you will get bit if you do. There is a chain of command that needs to be followed, people in the school system are employed to answers concerns.

11. COMMITTEE REPORTS - None

12. ADMINISTRATOR'S REPORTS

12.1 Curriculum – Amanda Hersey

A few days before the beginning of school we hosted our new teacher orientation day. It was a great day. We began the day with the entire administrative team welcoming the new staff and then many members of the administrative team and staff returned to present a full agenda of topics. The goal of the day was to help staff become familiar with policies and procedures and at the same time be part of a collaborative, collegial environment.

I want to thank all the presenters. Also members of the high school staff visited during lunch and delivered a welcome basket of supplies and treats to each new staff member. At the end of the day, I did send a feedback form to all the new teachers so that we can continue to find ways to enhance the orientation for next year.

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I also scheduled three more after school meetings with the group to help continue to offer any support needed through the school year.

We also held the first curriculum committee meeting this week. This week was ELA, began to lay the groundwork for future discussions and projects.

12.2 SMHS – TJ Plourde

This year at Spruce Mountain High School we have had the best start since I have been here. New staff have hit the ground running. It is nice to see the students back in the classroom. We have started our sports season and everything is going really well. Co-curricular meetings are going to start happening soon. September 19 begins Gear UP Maine week. We will be sending out information to the community and parents. Gear Up provides us with \$75,000 for each of the next 4 years. This is a great opportunity for kids to get college access, go on college trips and overnight stays. Also, it provides a block 5 schedule for students who have fallen behind in their coursework or want to enhance their work.

There is going to be a new style of teaching in the afternoon for students to work with computers, the new district librarian has done this in the past and is very encouraged by this.

NEASC is an opportunity for schools to be evaluated to make their school better. It is a big event, we send teachers to other schools to see what they are doing. It is a great opportunity for our school. This is not initial accreditation, this is taking a look at our school since we came together.

The SMHS Junior Class is holding a Holiday Craft Fair on November 5 at the Middle School.

12.3 SMMS – Scott Albert

We have had a good start. Our open house is September 13 from 5:30 pm – 6:30 pm. Middle School sports will be starting next week. We will be announcing tomorrow that we will not be having soccer this year as we don't have coaches. The kids can jump into field hockey or cross country.

Thank you Ken Vining and Shawn Keene and bus drivers. The morning run is right where it should be and the afternoon is getting there.

The 21st Century Grant will be starting up next week with study buddies.

We are also looking for a Student Council Advisor

12.4 SMES – Chris Hollingsworth

We have had a really good start. On the first day we had training for elementary and primary school teachers around the reading test to level the kids. A company representative came in to train the teachers on how to give the test and score it. They created a parent letter for us to send home to parents that explains the reading test and what the scores mean.

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Busing has been working pretty well with Ken Vining, it is interconnected now. The Livermore buses were coming down to me first, we tried to get things moving quicker and as a result the buses are going to the middle school first, then us and then the primary school.

Cea Jay Pitcher asked how long the students have to eat lunch. Principal Hollingsworth replied that the students have a half hour. Dora York, Food Service Director will be coming down to observe so see if things can be moved along quicker. If a student is in the last class down it could be slow. Usually if elementary school kids have 15 to 20 minutes to eat there are not any problems. It takes about 10 minutes to go through the line and that leaves 20 minutes to eat. We are looking at speeding up the line.

Tammy Frost asked if dismissal times had changed. Principal Hollingsworth replied that they start dismissing at 2:15pm.

12.5 SMPS – Kevin Harrington

We have had a great start with academics and everything from food service to busing coming along well. We are working on busing at dismissal time.

The staff have come together. The evaluation system is being implemented this year, we are learning as we go and there are a lot of pieces to it. The committee has met a few times already this year.

We have given website updates to IT.

We have had to make a few recess adjustments as the playground equipment we have is for K-5th grade and we have had to modify some of the equipment. The Pre-K equipment will be coming over soon.

Doug DiPasquale asked if we had ever considered a second bus run. Superintendent Healey said that the runs are based on the number of students we have and the number of bus drivers.

Chair Rodzen said we have this problem at the beginning of each school year.

Tammy Frost said it usually takes about 2 weeks for all the issues to be worked out.

- 13. **POLICY - None**
- 14. **OLD BUSINESS - None**
- 15. **NEW BUSINESS - None**
- 16. **APPOINTMENTS - None**
- 17. **OTHER BUSINESS - None**

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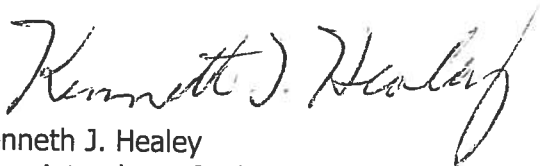
18. CALENDAR/ANNOUNCEMENTS

Regular Board Meeting on:
September 22, 2016 – Regular Meeting – 6:00 PM Cedar Street Conference Room.
Finance Committee at 5:15

19. ADJOURNMENT

Motion by Shari Ouellette and seconded by Doug DiPasquale to adjourn at 7:17pm.

Respectfully submitted:



Kenneth J. Healey
Superintendent of Schools