

SPRUCE MOUNTAIN SCHOOL DISTRICT BOARD OF DIRECTORS

The 5th Regular Meeting of the Spruce Mountain Board of Directors
For 2018-19 was held

Thursday, November 8, 2018 6:00 pm Cedar Street Conference Center
Finance Committee Meeting 5:30 pm

~MINUTES~

Present: Doug DiPasquale, Tammy Frost, Steven Langlin, Dale Leblanc, Shannon McDaniel, Shari Ouellette, Joel Pike, Phoebe Pike arrived at 6:20 pm, Denise Rodzen, Ann Schwab and Robert Staples
Absent: Michael Morrell, Sara Hughes
2 Student Representatives

1. CALL TO ORDER

Chair Rodzen called to order at 6:06 pm.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

3. ATTENDANCE

11 Present
2 (Michael Morrell and Sara Hughes) Absent
2 Student Representatives Present

4. ADJUSTMENTS TO THE AGENDA

5. APPROVAL OF THE MINUTES

- 5.1 October 11, 2018 – Board Meeting Minutes
Motion by Shari Ouellette and seconded by Robert Staples to approve the minutes of October 11, 2018 regular board meeting.
Vote: 10 Yes 0 No 1 (Doug DiPasquale)
Abstain
2 Student Representatives Yes
- 5.2 October 16, 2018 – Special Board Meeting Minutes
Motion by Shari Ouellette and seconded by Doug DiPasquale to approve the minutes of October 16, 2018 special board meeting with change.
Vote: 10 Yes 0 No 1 (Shannon McDaniel)
Abstain
2 Student Representatives Abstain

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6. COMMUNICATIONS/CORRESPONDENCE - None

7. PUBLIC COMMENTS - None

8. STUDENT PRESENTATION

SMES Art Teacher, Tamara Lindsey and fifth grade students presented projects they have been working on as a STEAM (Science, Technology, Engineering, Art and Mathematics) project while learning about Alexander Calder, an artist and sculptor who worked in Paris, France. Mrs. Lindsey reported that Alexander Calder designed mobiles and he used animal like toys and made them move. The students made a 3-D sculpture of an animal with some part of that animal that had to move. The students also had to make a background scene for their animal and create a story board and write a story. They made books and then told their story and animated it the Artsonia website.

Phoebe Pike arrived at 6:20 pm.

9. BOARD COMMENTS

Shari Ouellette reported that she attended the MSMA Fall Conference and she found a lot of good information about negotiations. It was well worth the 2-day experience. Tammy Frost said that she went to the 7th and 8th grade Science Night, it was an amazing night with amazing kids. Tammy also said she attended the MSMA Fall Conference and one thing she took away was the school board needs to know the district's policies and procedures. Tammy continued that that is one thing we could possibly work on. Also have the districts mission and vision statement posted to keep our eyes on what our mission and vision is.

Scott Jackson said the conference was pretty informative

Ann Schwab found it worthwhile and the science fair was very nice.

10. SUPERINTENDENT'S REPORT

Superintendent LeRoy said that each board member will find in front of them information that was presented at the MSMA Fall Conference for their review. I found the conference very interesting and there were a lot of good clinic options for us to attend. This year's choices were excellent and we had really good conversations over lunch. This conference is really for board members giving them a nice opportunity to

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talk about those things that are important and to walk away with some great information.

Shari Ouellette asked about the district's student numbers. Superintendent LeRoy said he will send that out to the board.

11. BOARD CHAIR'S - None

12. COMMITTEE REPORTS

Doug DiPasquale reported on the progress of the construction project. We are currently working on a punch list for the project. We have heat. Everything has been done however they are still working on the automation. We need to get hot water to the kitchen dishwasher at the elementary school which needs to be at 112°F but we are only getting 98°F to 102°F. We plan on adding a new booster next week. There will be training for Ken Vining and Todd LeRoy on the heating automation system. We have also talked about doing an open house for the community to view the completed construction project.

13. ADMINISTRATOR'S REPORTS

13.1 Dora York – Food Service Director – Absent

13.2 Ken Vining – Facilities and Transportation Director

Overall our custodial and maintenance departments are going well. With the custodians we have a routine that mostly stays the same, on the maintenance side it changes daily with new issues. Since our facilities meeting on October 30th, Siemens has solved several issues on the automation side, we are now getting hot water controlled through the propane boiler at the high school. 6 new Univents at the elementary have been repaired and two pipe leaks found in the hallway ceiling. We are still working on getting enough heat to the dishwasher in the elementary kitchen. Temperatures have been between 98°F and 102°F when it should be 112°F. We will install a booster in the kitchen line.

The crew has completed the roofs over the ERV unit, freezer and cooler.

On November 21 the power will be down and the new main breaker panel will be replaced at the elementary school.

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There is a clothes and shoes bin at the elementary school for anyone who would like to donate. AVCOG who represent Franklin, Androscoggin and Oxford county oversees the bin. The town of Jay gets credit toward their recycling rates.

On October 31st (late arrival) at the primary school myself and Shawn Keene attended a "Stop the Bleed" training which I felt was so informative. It certainly fit with our Emergency Management Plan, which Mrs. Barnes and myself will go over in a while, but it dealt with every day incidents which could occur like vehicle accidents, accidents in the school or on the playground. It was an hour well spent and I know Mr. Harrington sent information to all the other principals in case they want to have this training. The instructor was Joe Ponte who is a paramedic for Oxford Ambulance Service.

Also on a great note, through one of our high school teachers, Jessica Ellingwood who's mom works at Office Max, we received 20 4' x 8' white boards for the high school free of charge. These will be installed on November 21st and finished if need be over Christmas Vacation.

Motion by Robert Staples and seconded by Doug DiPasquale to put out to bid 16 of our 21 windows that were removed during the renovation project out to bid.

Vote: 11 Yes 0 No 0 Abstain
2 Student Representatives Yes

There is not a lot to say on transportation, things are going quite well with a little break from fall sports. This year we have struggled with more behavior issues on the bus than in the past but for now we seem to have it under control. Our two special needs vans are being utilized daily, the local one is full and we have the second one transporting two students to Margaret Murphy in Auburn each day. And ending on a good note, we received one of our much needed new busses on October 26th.

13.3 Robyn Raymond – Adult Education Director

We have pushed back the start date of the culinary class to accommodate the new diner in Farmington to November 26. We are trying to coordinate a bus run to pick up folks in Farmington and Jay for the first class.

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Our shared CDL class with Mt. Blue is going well. Coca Cola, Poland Spring and school districts in central and western Maine have signed on to employ these students once they finish the class. This sparked a great conversation with Pallet One – we are looking to build a CDL-A class here at Spruce Mountain to meet their truck driving needs. I hope to have an update on the progress of that at our next board meeting.

Dale DiPasquale asked if the students are obligated to work for Pallet One. Robyn Raymond responded that they are not obligated to work for them.

CMA classes start on November 27 – we are finishing up the cohort selection this week so you will see them on Thursday evenings from here on out.

Career Expo Totally Trades – the 8th grade girls will be going as part of the CTE middle school expansion grant we wrote over the summer. This is a great opportunity to see FTC programs in action as well as meet successful women in the trades.

Lastly, we tried something new this year – we provided rides to the polls on election day. I met people I may not have had the opportunity to meet in our community and fully plan on offering that service again in the future.

13.4 Tina Collins – Special Services Director - Absent

14. POLICY

14.1 The Policy Committee has met and you all have a packet in front of you of some policies we are bringing to you for the first reading. I would like to group them together for this first reading.

Motion by Doug DiPasquale and seconded by Robert Staples to approve the first reading of Policy IHBAC – Child Find; IHBA – Referral and General Education Interventions; IHBA-R – Referral Procedures and General Education Intervention; JKAA – Use of Physical Restraint and Seclusion; JKAA-R – Procedures on Physical Restraint and Seclusion.

Vote: 11 Yes 0 No 0 Abstain
2 Student Representative Yes

15. OLD BUSINESS

15.1 A Memorandum of Understanding is in front of you. The MOU states that there is an understanding between the RSU 73 Education Association Educational

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Technicians/Secretaries and the RSU 73 Board of Directors that the position of Registrar will be placed in the RSU 73 Educational Technicians/Secretaries Association and that this Memorandum will serve as documentation of such and that during the next period of negotiations the position will be placed in the negotiated agreement.

Motion by Shari Ouellette and seconded by Phoebe Pike to allow Chair Rodzen, once the wording is hammered out, permission to sign the Memorandum of Understanding between the RSU 73 Education Association Educational Technicians/Secretaries and the RSU 73 Board of Directors that the position of Registrar will be placed in the RSU 73 Educational Technicians/Secretaries Association and that this Memorandum will serve as documentation of such and that during the next period of negotiations the position will be placed in the negotiated agreement.

Vote: 11 Yes 0 No 0 Abstain
2 Student Representatives Yes

16. NEW BUSINESS

- 16.1 RSU 73 Safety Committee Report
Karen Barnes, RSU 73 Clinical Social Worker and co-chair of the Safety Committee along with co-chair Ken Vining made a presentation on the Safety Committee – Comprehensive Emergency Management Plan. Police Chief Richard Caton of Jay was also present.
In 2015 we realized we didn't have a safety committee and approached our superintendent at that time; every building had a different plan. Ken and I worked that first summer in 2015 to try and consolidate information and developed a Comprehensive Emergency Management Plan. Once we got a document we could work with we invited first responders and formed the RSU 73 Safety Committee. Those committee members include local police and fire, ambulance, emergency management, Red Cross, district administrators, superintendent, school nurse and school mental health provider. We developed flip charts for all student occupies spaces. We implemented lock down drills with first responders and emergency management personnel. We developed reunification procedures and trained front office staff in all schools. The co-

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chairs were trained to conduct Vulnerability Assessments. Between the fall of 2017 and the fall of 2018, assessments were conducted in all four schools. The results were shared with the superintendent. Reports will be shared with building principals this fall. Still the biggest problem is doors unlocked. No intruder has ever come through a locked door. All doors should be locked at all times.

Avoid/Deny/Defend training for all staff has happened on the opening day of school for the past two years and was presented by law enforcement (Darin Gilbert, Eddie Hasting, Bill Gagne).

We are hoping to perform a mock drill and reunification drill this spring.

Funding was secured for security upgrades and supplies like, stop the bleed kits, lockdown devices for SMES, base radio for SMHS and defibrillator for the central office.

One thing we are looking at is if we receive a large grant we would like hire a resource officer in school. Chief Caton said that so far this year the police department has had 31 calls from the district.

Going forward information will go home to parents about the district's lock down procedures.

17. APPOINTMENTS

- 17.1 Executive Session to discuss personnel appointments in accordance with 1 M.R.S.A. § 405(6)(A).

Motion by Phoebe Pike and seconded by Shari Ouellette to enter into executive session at 8:06 pm to discuss personnel appointments in accordance with 1 M.R.S.A. § 405(6) (A).

Vote: 11 Yes 0 No 0 Abstain
2 Student Representatives Yes

Returned from Executive Session at 8:09 pm.

- 17.2 Superintendent nominates Ashley Morneault to the position of SMPS Kindergarten Teacher for the 2018/2019 school year, contingent on proper certification and MDOE fingerprinting status.

Motion by Robert Staples and seconded by Shari Ouellette to appoint Ashley Morneault to the position of SMPS Kindergarten Teacher for

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**Vote: 11 Yes 0 No 0 Abstain
 2 Student Representatives Yes**

18. OTHER BUSINESS - None

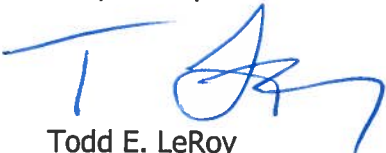
19. CALENDAR/ANNOUNCEMENTS

- 19.1 December 13, 2018 – Regular Meeting – 6:00 PM Cedar Street Conference Room
5:00 Policy Committee Meeting and 5:30 Finance Committee Meeting.

20. ADJOURNMENT

Motion by Shari Ouellette and seconded by Orion Schwab to adjourn at 8:12pm.

Respectfully submitted:



Todd E. LeRoy
Superintendent of Schools