

Amended Minutes of the Madawaska School Committee **Regular** Meeting held **July 19, 2017 at 4:00 p.m.** at the Superintendent's Conference Room, Meeting NO.1

PRESENT: Keith Theriault, V. Chairperson Gisèle Dionne, Superintendent
 Tammy Cote and Recorder
 Seth Lagasse Stacey Cyr
 Robert Poiesz Lise Pelletier
 Vincent Vanier

ABSENT: Beverly Madore, Wayne Anderson & Diane Castonguay

GUESTS PRESENT: See attached list

I. The meeting was called to order at 4:08 p.m.

Pledge of Allegiance.
Moment of Silence.

II. Adjustment to the Agenda.

Review of the Emergency Management Plan will be added as item J under New Business.

III. Correspondence and Announcements.

- a. We received a thank you card from Lorette Albert for her retirement gift and for the invitation to be part of the staff luncheon and recognition at the end of the school year.
- b. The State department has approved us for our PPEG program and plans which is our teacher and administrator evaluation.

IV. Period of Public Participation about Items on this Agenda.

None.

V. Approval of June 19, 2017 Minutes.

Seth Lagasse moved to approve the minutes of the June 19, 2017 meeting. Seconded by Robert Poiesz and so passed 4-0-0.

VI. Approval of Financials.

There were no financials for approval this month. The auditors are currently completing the 2017-17 annual audit. The June and July financials will be submitted for approval at the August 21, 2017 meeting.

VII. Superintendent's Report.

- A) Projected increase in funding from the State for Madawaska will be just under \$160,000. Superintendent Dionne has been working to learn about the laws that came with the extra funding. The State has sent a memo of how schools can spend this money. The school committee choose option #4 on the warrant which provides flexibility on spending the extra income. When the School Committee met with the Finance Committee it was discussed and agreed that any extra funding would be used to cover things we couldn't put into the budget like any extra insurance plans for people hired and we would also return some money to decrease the tax commitment for school purposes.
- B) Kevin Lavoie has now officially been hired as the new St. John Valley Tech Center Administrator.
- C) A music teacher has been hired through SAD27, Taylor Martin. Mr. Martin's salary, (50% of salary), will be funded by the Tri-District Grant. Mr. Martin will provide instruction to both the Madawaska and the Fort Kent school systems. Mr. Martin will start his day in Madawaska with Band which we will provide a mentor for him.
- D) Jenny Bechard has been hired by Tri-District, half time, as the 8th Grade Health Teacher for all students of the area. Ms. Bechard will be working part of her day at the SJVT Center and the other have here in Madawaska.
- E) An orientation for school committee members will be held on Friday, July 21st at 3:45 p.m. in the Superintendent's Conference room. We will review some statutes on what a school committee can do, etc... This orientation is open to all members.
- F) There has been a lot of Professional Development going on this summer in various areas. There has been a bus driver meeting. Lisa Beaulieu is currently downstate for a conference pertaining to transportation. The cafeteria staff will be going to a professional development session. We also have had 10 people, (Administrators and Teachers) attend a two day workshop in Portland on Mass Customized Learning which we will be hearing a lot more about related to proficiency based. The annual Administrators' retreat was held today where we set some goals for the up-coming year.
- G) All custodial staff has been working together at the MMHS and will be switching to the Elementary school tomorrow to start the annual cleaning there.

VIII. Administrator Reports:

A) Lise Pelletier

- a. No report

B) Vincent Vanier

- a. Work is being done in both schools to update the computer systems.
- b. We are moving the power school student information stuff which was part of the tri-District grant, up to the cloud so we don't have to purchase new servers. This will save us money in the long run.

C) Stacey Cyr

- a. New combined brochure with Fort Kent was presented.
- b. The classroom has undergone some redecorating. The room has been painted and some furniture has been updated.
- c. Mrs. Cyr has completed her certification and is now just waiting for everything to get finalized through the State of Maine.

IX. Committee Reports

A) Strategic Plan

The Strategic Planning Committee met on July 5, 2017 at UMFK basically to meet our new consultant, Jake Clockodile. Mr. Clockodile comes with great credentials, and a wide range of experiences and is very optimistic. Mr. Clockodile has already put together some ideas of how a governance structure will be formed. The thought is there will be one Superintendent, one 9-16 grade facility and three satellite schools in each community for pre-k to 8th grade but each community will retain their own local control. So how do you do that? This may become something totally new that would require going to the legislature to have it approved.

B) Policy Committee

Superintendent Dionne provided a handout prepared by Tammy LeBlanc. These are the policies we will be looking at, the ones that have a star are the required policies. With the Tri-District in mind, Ms. LeBlanc is looking at all three school policies and MSMA template. Ms. LeBlanc is very positive and excited about doing this. Next month we will resurrect the Policy Committee and begin reviewing these policies.

X. Items of Business: **Old Business**

- A) One bus is almost ready, they just need to put the number and the lettering on the bus. Within another week or two we should get the 2nd bus. Paul Chasse is working on cameras that will go in these buses.
- B) Reviewed and accepted the updated 2017-18 election of officers and committee assignments.
- C) Reviewed and accepted the 2017-18 school committee meeting dates.
- D) Policy manual review update was discussed earlier in meeting, see above notes.

New Business:

A) School Lunch Prices

The principals, secretaries and staff have done a great job this year in collecting money for school lunch. As of June 16, 2017 the outstanding school lunch balance at the Elementary school was \$124.77 and the outstanding school lunch balance at the MMHS was \$235.21. These are the lowest outstanding amounts we have seen in the past several years.

We have been approved for the fresh fruit & vegetable program. We plan to implement this program this fall, it means that students at the Elementary School, a couple times a week, will receive a free fruit or vegetable prepared by our staff.

Our school lunch prices for the past 3 years have been set at \$2.25 for Elementary students and \$2.50 for MMHS students. We can increase the school lunch prices if deemed necessary up to \$3.00 according to Federal guidelines, however we cannot change the set price of .40 for the free & reduced meals. Currently we are at 51% free & reduced for elementary students and at 42% for MMHS students. By consensus school lunch prices will remain the same for school year 2017-18, \$2.25 for elementary students and \$2.50 for MMHS students.

Robert Poiesz moved to have Lise Pelletier as the Review Officer and Wayne Anderson as the Hearing Officer for the reduced lunch program. Seconded by Tammy Cote and so passed 4-0-0.

B) Dual Enrollment.

Administration has been working to get sophomores to be granted college credit which can now happen with UMPI. We now will have dual enrollment with both UMFK and UMPI. Although not confirmed yet we hope to also offer more classes such as Statistics, AP French, an English class in addition to the Algebra class we already offer along with the advanced math class of Trigonometry. Kudos to the staff and to the Guidance Counselor for working to make all this happen.

C) **Hiring of: Adult Ed secretary, part-time Elementary Secretary, two Ed Techs, and a Special Education Teacher.**

Tammy Cote moved to hire Susan Kelly as the part-time Adult Education Secretary. Seconded by Robert Poiesz and so passed 4-0-0.

Seth Lagasse moved to hire Mallory Baraby as the part-time Elementary School Secretary. Seconded by Robert Poiesz and so passed 4-0-0.

Seth Lagasse moved to hire Janelle Lavoie as an Ed Tech III. Seconded by Tammy Cote and so passed 4-0-0.

Tammy Cote moved to hire Whitney Bouchard as an Ed Tech III. Seconded by Seth Lagasse and so passed 4-0-0.

Seth Lagasse moved to hire Marc Cyr as a Janitor. Seconded by Tammy Cote and so passed 4-0-0.

Tammy Cote moved to hire Jill Corbin for the SPED teacher at the Elementary School. Seconded by Seth Lagasse and so passed 4-0-0.

For the record we are putting Allen Ouellette as the Custodial Leader for this coming school year 2017-18.

D) **Worker's Compensation update.**

We currently have three open cases. We have also received reports showing types of injuries we are experiencing such as but not limited to slips & trips and lower back injury.

E) **Enrollment 2017-2018**

The Early Childhood class is currently at 21 students, this past year, 2016-17, we were at 26 students. Overall last year we had 446 students and thus far this year we have 440.

F) **Integrated, Consolidated 9-16 Educational Facility Pilot Project Part 2**

We have been invited to continue to Part 2, on August 11th Superintendent Dionne will be traveling to Augusta with the two other local Superintendents to attend an informational session at the State level to get some questions answered such as what the time line for a new school will be if it gets approved. After this initial meeting the Superintendents will be spending a lot of time brainstorming the Part 2 application and preparing it for the December 29, 2017 deadline.

G) **PEPG Plans (Teacher and Administrator) was discussed earlier in meeting, see above notes.**

H) Facilities update at elementary school:

a. MES roof

The MES roof has structural damage. Last Friday met with Powers Roofing and they state clearly that the 3 valleys have a problem. They will come back this Monday to look at other areas again around 10:00 a.m. Insurance has approved for damages in one area. Insurance will cover structural damage but not because of snow or rain buildup. The quote we received is for \$123,000.00. This quote is broken down into sections, south side = \$38,000; north side = \$40,000 and the gym area = \$45,000 for a total of \$123,000. This would not include the ventilation issue which would still need to happen but this could be done the following year. The rubber roofing is a 60 mil gauge. The warranty is 2 years on the workmanship side of things. We could focus on just doing the valleys now if need be.

b. Intercom/phone

When the water intrusion occurred our intercom & phone systems failed at about the same time. We can't prove this is all connected but it certainly is suspicious. The phone system continues to have issues, we have since lost 1 line and the other does not always work well.

c. Heating panels

Thayer will continue to hold the price they quoted us last year.

Seth Lagasse moved to have \$30,000.00 that we receive from the extra funding be given to the Town of Madawaska to decrease the tax commitment towards the school. Seconded by Tammy Cote and so passed 4-0-0.

Seth Lagasse moved to have Superintendent Dionne look into the financing options we have for the heating, phone and intercom projects. Seconded by Robert Poiesz and so passed 4-0-0.

Seth Lagasse moved to do the whole roof on the Elementary School. Seconded by Tammy Cote and so passed 4-0-0.

I) Next regular meeting is August 21, 2017 @ 4:00 p.m.

J) Emergency Management Plan.

Tammy Cote moved to accept the Emergency Management Plan as presented. Seconded by Robert Poiesz and so passed 4-0-0.

XI. Adjournment.

Keith Theriault moved to adjourn meeting at 5:57 p.m. Seconded by Tammy Cote and so passed 4-0-0.