

**Saco Board of Education
Minutes of October 8, 2002
7:00 PM**

Call Meeting to Order

The meeting was called to order by Chair Rivest, at 7:27 PM. Members present: Chair Allen Rivest, Vice Chair Tim Christenbury, Ronald Morton, Jeffrey Robinson, Marc Meserve, Superintendent Tomaszewski, Business Manager Terry Towle, Principals Jim Dunn, Steve Marquis, Peter Harrison and Maureen McMullin, Special Education Director Cathi Faust, and Curriculum Coordinator Pat Jackman.

The Pledge of Allegiance was recited

Approval of Minutes

A motion was made by Ron Morton and seconded by Tim Christenbury to approve the Minutes of September 24, 2002 as presented. This motion was passed unanimously (5-0).

Adjustments to the Agenda

The Superintendent noted there would not be reports from the Policy or Adult Ed Committees.

The Superintendent welcomed three of the Board candidates; Mark Strickland, Carol Doyle and Mike Boisvert.

Correspondence

Superintendent Tomaszewski mentioned the school nurse reports and the 2001-02 Year End Financial/Expenditure Report for the General Fund Budget.

Terry Towle said he met with two members of the Finance Committee and they reviewed the report.

Public Session

None

Superintendent's Report

Superintendent Tomaszewski mentioned that on September 25, she along with Allen Rivest, Tim Christenbury and Terry Towle did a walk through of the Mohlin Building where Mr. Mohlin turned over the keys.

The Superintendent met with SEA representatives for their first regularly scheduled "Discussion" meeting. The consensus is all schools are off to a great start. They also discussed the forum to collaborate on issues to be resolved.

The City Council workshop on September 30 was a presentation of the Enterprise Resource Planning System which the Superintendent, Allen Rivest, Tim Christenbury, Marc Meserve and Terry Towle attended.

The Superintendent noted she has begun meeting with the administrators to complete their goal setting for the year.

On October 2 the Superintendent attended the Southern Maine Partnership meeting which dealt with the topic of what it means to certify a student who has mastered

the Maine Learning Results and the many implications for the elementary program.

On October 3 the Superintendent was invited to be a guest speaker at the New Superintendent's Workshop presented by Drummond, Woodsum and MacMahon.

The Superintendent recently visited Young, Burns and Saco Middle Schools. At SMS she had the opportunity to observe the new Health Instructor, Taryn Schofield working with her 7th grade class as well as Kathy Stevens in the Elaine White Library.

The Superintendent reminded the board the goal setting retreat was held on 9/10/02 and that discussion needed to be held on how to proceed.

Staff Reports

Allen Rivest asked if the new procedure was meeting the needs of the administrators.

The administrators said it was.

Marc Meserve asked if the Special Education Department could prepare a report to be placed in the Board's packets.

Discussion was held as to what the report may actually have in it; accomplishments, highlight successes, upcoming events, etc.

Committee Reports

Facilities Committee – Tim Christenbury said the committee has started facility tours of the schools. They are looking at everything from the basement to the roof. When they have completed the tours they will list items needed to be discussed by priority.

CIP Committee – Ron Morton said the committee met last Friday. He stated the "Mohlin Building" is the City's building and anything done on the outside of the building should be done by the City. The Committee reviewed the CIP list of September 2 and noted they, he feels, lack the money to fund the projects. The City said to go to them with their needs and they would provide funds for them. Ron would like to go to the City with the high priority items and request funds. Ron mentioned Tim Christenbury has also been attending the CIP meetings and would like to attend them from now on for continuity because of issues that are arising.

Allen Rivest mentioned he had been approached by a Councilor and it was mentioned the CIP line needed to be considered towards the Mohlin Building also. Allen feels it is imperative to quantify what needs to be done with the schools and to keep that front and center and separate from the Mohlin Building.

Warrant Committee – Tim Christenbury said he and Allen met with Terry Towle to go over the year end revenue calculations.

Terry Towle mentioned the school department has not been audited yet so there could be additional adjustments.

Transportation Committee – Marc Meserve said the committee met two weeks ago. Terry Towle will get a copy of Judi Philbrick's report to the members of the Board. The State Police inspected the buses and all of them passed except for 3 minor

problems that were taken care of that day. The police also questioned the drivers on such items as location of extinguishers, etc. If the driver did not know an answer, they would fail. All drivers passed. This is a new part of the inspection the committee had not been aware of.

Terry Towle mentioned Judi Philbrick will be recommending a policy on bus idling.

Legislative – Marc Meserve noted there is still a \$240 million dollar budget shortfall. There will be a special session held after the elections in November. At this time it looks like there won't be further cuts to education this year, however next year there will be cuts and they are not sure where they will come from. The schools are one of the highest sources of money going out though.

Old Business/Action Items

School Board Meeting pamphlet

The Superintendent noted the pamphlet had been made unique to Saco and gave highlights of what was found in the pamphlet.

Allen Rivest suggested adding Board members phone numbers to the pamphlet and working with it some more.

Tim Christenbury asked if the font could be made larger.

Allen Rivest asked if the Saco Board of Education minutes and agendas would be added to the website.

The Superintendent said that was one of her goals and would be done.

Middle School construction update

The most recent meeting was held today. The locker rooms are being completed and the multiuse rooms should be completed by next week. They will then have a final inspection by the building inspector. The majority of the work is complete and the date for the Open House should be the last week of October or the first week of November.

Terry Towle mentioned he will have an update on the budget line for the Saco Middle School within a week.

Discussion was held on a date for the Open House and that they would like to wait until the locker rooms and multiuse rooms are completed. The Superintendent said they hoped to have the date set before the next Board meeting.

New Business/Action Items

Nomination of Instructional Strategist

The Superintendent gave the background of the position vacancy and the interviewing and hiring process.

Allen Rivest asked for the background of the candidate, her past aspirations towards this position and who was on the interviewing committee.

The Superintendent highlighted Carrie's background, her work with teachers in the past and listed the members of the interviewing committee.

A motion was made by Tim Christenbury and seconded by Ron Morton to approve the nomination of Carrie LaMothe as District Wide Instructional Strategist. Voted 4-1 (Jeff Robinson). Motion passed.

ADD 6 Recommendation regarding Dayton students

The Superintendent gave the history of the committee organization, their meetings and what the committee charge had been. Projections have been made for a period of five years, including equipment and supplies needed

Tim Christenbury noted that the committee recommends a 5 year contract.

Jim Dunn noted they would need at least one new 6th grade teacher and a UA teacher.

Allen Rivest called for a motion.

A motion was made by Ron Morton and seconded by Tim Christenbury to recommend the Saco Board of Education accept the recommendation to enroll Dayton grade 6 students in Saco Middle School beginning school year 2003 – 2004 and the Superintendent of Schools, Saco Board Chair and Dayton Committee Chair negotiate a multi year contract for this purpose requiring approval by both Boards. Voted 5-0. Motion passed.

Jeff Robinson asked if it was necessary to budget for a modular with the new extension just put on the school.

Jim Dunn said there were not any spare classrooms available in the building.

Jeff Robinson asked for the number of grade 6 classrooms.

Jim Dunn said there were 10 plus UA and Special Education.

Discussion was held on blending the Dayton students with the current population the increase in class sizes.

Allen Rivest inquired as to why they were recommending a five year contract.

Tim Christenbury and The Superintendent explained the committee concluded one year was not sufficient, three years was a short period of time and they felt five would be adequate. The Superintendent explained that they would be there for a minimum of three years anyway. Should Saco decide they did want to end the contract, they would need to give Dayton two years notice, which would keep the students there for a minimum of three years. However, that would mean that no sooner would the students begin school then Saco would be giving notice. This way anywhere within that five years they could be given two years notice, there would be a chance that if notice is given in the fifth year the students would be there for seven years.

Marc Meserve asked if there should be a contract for 7th and 8th graders as well.

Tim Christenbury said that was not the charge of the committee and was something that could be looked at by another committee in the future if they thought it was necessary.

Marc Meserve asked for clarification of tuition costs.

Discussion was held on the use of a portable and how they would budget for teachers and the impact this would have on the quality of education and services that would be provided.

Marc Meserve noted that if they approved this recommendation tonight, they would not know if Dayton would go with this recommendation until June of 2003.

Tim Christenbury thanked Jim Dunn for all the work he did in gathering information for the committee.

No Child Left Behind Act – Implication for Board/School

Pat Jackman gave a presentation to the board on the No Child Left Behind Act and disseminated packets with highlights of NCLB.

There are 8 key pieces: (1) Public Policy: Overall Federal Intent and Goals, (2) Reading, Math, and Science Instruction, (3) Assessment: Measuring Student, School, and State Performance, (4) Adequate Yearly Progress: Demonstrating Improvement, (5) Reporting to Constituencies, (6) School Sanctions vs. School Assistance, (7) Safe and Drug Free Learning Environments, and (8) Educator Quality.

Pat Jackman mentioned there would be penalties for schools failing to make Adequate Yearly Progress and what the corrective actions for the school would need to be.

She also noted there would be school choice options available for parents of students who attend a school that do not meet AYP and that currently Saco only has K-2 grades that are able to do that. They are not sure what will happen in the cases where there cannot be a choice, but they believe it will not go outside districts.

Discussion was held on where Saco schools currently stand for AYP and whether or not Ed Tech's currently being hired are qualified. Pat Jackman stated that at this time all the Ed Tech's that work in Title I meet the requirements.

Marc Meserve asked if Thornton Academy was exempt from this.

Pat Jackman replied that they are, yet they're not. Saco School Department oversees their funds and they do not have to meet the same standards as Saco schools.

Allen Rivest asked if this would create additional costs and if the extra burden could be tracked or if the ramifications are even known yet.

The Superintendent noted the most dramatic impact would with the homeless children.

Discussion was held on if this would affect curriculum development and the fact that curriculum development was governed by Maine Learning Results.

The Board thanked Pat Jackman for her presentation.

Laptop Initiative Report

Jim Dunn gave a brief update. Teachers participated in training this summer on the laptops. Charging carts have been purchased as well as internet airports, which have

been installed in all the 7th grade classrooms.

Jim Dunn thanked Scott Nason for all of his hard work.

On October 15th there will be a Parent/Guardian night where information will be discussed on the laptops.

On October 22nd the Board members will be using the laptops in the Saco Middle School cafeteria at their next Board meeting.

Ron Morton expressed concern regarding the last page of the handout for Parent/Guardian night as it is an ad for Apple asking people to buy a Mac.

Tim Christenbury said he was inclined not to include the ad.

Acknowledgement of SMS Custodial Efforts

A motion was made by Allen Rivest and seconded by Ron Morton to have the Board authorize the Superintendent to explore providing for a token of appreciation for the custodial staff and Saco Middle School not to exceed \$50 made up out of existing budget lines as appropriate. Voted 5-0. Motion passed.

Request to combine part time guidance and social work position

The Superintendent explained they have been having a hard time finding someone to fill the 1 day a week Social Work position and 2 day a week Guidance position and would like to propose the positions be combined and advertised as a 3 day a week Guidance position, leaving the Social Work position unfilled for the 02-03 school year.

A motion was made by Ron Morton and seconded by Tim Christenbury to combine the part time Guidance and Social Work positions to a 3-day position rather than 2 day and 1 day positions for the 02-03 school year. Voted 4-1 (Marc Meserve). Motion passed.

Jeff Robinson asked for clarification on the positions and the intentions for the Social Work position next year. Would the number of days be increased?

The Superintendent noted there would be an increase in days for the Social Work position next year through the budget process, explaining an increase was requested for the 02/03 year but not funded.

Maureen McMullin said the Social Work position is a hard position to fill and was not doable as a one day a week position.

Site Work Bid

Terry Towle explained the bids had come in higher than expected and he recommended the Board reject all bid offers and allow the School to work with the City of Saco Public Works Department to do the site work needed.

A motion was made by Ron Morton and seconded by Tim Christenbury that all bids for the Middle School Site Work be rejected. Voted 5-0. Motion passed.

A motion was made by Ron Morton and seconded by Tim Christenbury that the Superintendent be authorized to work with the City of Saco Public Works Director for completion of the project on a time and materials basis at a not to exceed cost of

\$19,320.00. Voted 5-0. Motion passed.

Discussion was held on the money required and the budget line, as well as what the School Department would be getting from the Public Works Department regarding the site work to be done.

Terry Towle explained they had the site work specifications in writing.

Allen Rivest said he would like in writing what the School Department was asking the Public Works Department to do and what the cost was.

2nd Reading and adoption of Policies – JO – Employment of Students, KCB – Community Involvement in Decision Making and KCD – Public Gifts – Donations to the Schools.

A motion was made by Allen Rivest and seconded by Ron Morton to approve the 2nd Reading and adoptions of policies JO – Employment of Students, KCB – Community Involvement in Decision Making and KCD – Public Gifts – Donations to the Schools. Voted 5-0. Motion passed.

1st Reading of Policy JLF – Reporting Child Abuse

A motion was made by Allen Rivest and seconded by Ron Morton to accept the 1st Reading of Policy JLF – Reporting Child Abuse. Voted 5-0. Motion passed.

1st Reading of Policy JJE – Fund Raising

A motion was made by Allen Rivest and seconded by Ron Morton to accept the 1st Reading of Policy JJE – Fund Raising. Voted 5-0. Motion passed.

1st Reading of Policy JLCB – Immunizations

The Superintendent noted she would like to pull JLCB as input had come in from school nurses to be reviewed by the Policy Committee.

Executive Session

None

Adjournment

Motion to adjourn by Ron Morton and second by Marc Meserve at 9:16 PM. Voted 5-0.

Minutes prepared by:

Respectfully submitted by:

Tonya S. Muchemore, Recorder

Elaine Tomaszewski, Superintendent