

**OXFORD HILLS SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

743-8972

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DATE: <u>Monday May 6, 2019</u>
TIME: 7:00 p.m.
LOCATION: Central Office, 232 Main Street, South Paris, Community Room #201

A G E N D A

1. **CALL TO ORDER.** Board Chair Diana Olsen will preside.
2. **FLAG SALUTE.**
3. **WELCOME TO VISITORS.**
4. **QUESTIONS/COMMENTS FROM THE PUBLIC.**
5. **REPORTS.**

Student Representative	Ms. Catrina Wilson
Budget Committee	Mr. Jewell
Strategic Planning Committee	Mr. Cash
Personnel Committee	Mr. Patrie

Scheduled Committee Meetings:

Personnel Committee	May 06, 2019	6:30 p.m.	Central Office Room 209
Curriculum Committee	May 13, 2019	5:00 p.m.	Central Office Room 209
Policy Committee	May 20, 2019	5:00 p.m.	Central Office Room 209

NOTE: Meeting agendas enclosed

6. **SUPERINTENDENT'S REPORT.**
7. **ADJUSTMENTS TO THE AGENDA.**
8. **CONSENT AGENDA.**

A. To see if the Board will vote to approve the Superintendent's nomination of Frank Britton as District Bus Driver?

NOTE: Mr. Britton has worked for the District since August 2018 as a van driver and working on getting his bus license. Earlier this year he has received his bus license and has been substituting as a bus driver. He has grown up in the area and is a graduate of Oxford Hills High School. He also attended University of Phoenix for two years.

- B. To see if the Board will vote to approve an annual field trip for Harrison Elementary School Grade 6 students to Long Lake for the “Hey You!” Cruise on the Songo River Queen on June 5, 2019?**

NOTE: See enclosed letter of request and information packet.

- C. To see if the Board will vote to approve an annual field trip for Oxford Elementary School and Otisfield Community School Grade 6 students to Long Lake for the “Hey You!” Cruise on the Songo River Queen on June 3, 2019?**

NOTE: See enclosed letter of request and information packet.

- D. To see if the Board will vote to approve a field trip for AP Biology students to the Boston Museum of Science on Thursday, May 16, 2019?**

NOTE: See enclosed letter of request and Educational Trip Approval form.

- E. To see if the Board will vote to approve a field trip for Otisfield Community School Grade 5 and 6 students to Boston Massachusetts on June 7, 2019?**

NOTE: See enclosed letter of request and trip information.

- F. To see if the Board will vote to approve a trip for Paris Elementary School Grade 6 students to attend the Gulf of Maine Research Institute “LabVenture?” experience? LabVenture! will consist of two trips, two classrooms will attend on May 16th and one classroom will attend on May 17th.**

NOTE: See enclosed letter of request and trip information.

- G. To see if the Board will vote to approve a field trip to Boston for OHCHS Applied Academic students on May 30, 2019?**

NOTE: See enclosed letter of request and Trip Approval form.

9. ACTION ON MINUTES:

- A. To see if the Board will vote to approve the minutes of the April 8, 2019 regular Board Meeting?**

10. UNFINISHED BUSINESS: None

11. NEW BUSINESS:

- A. To see if the Board will vote to approve the Superintendent's nomination of the following teachers for a second year probationary contract for the 2019-2020 school year:**

Caitlyn Flaherty	Kindergarten Teacher, Oxford Elementary
Amy Irving	Kindergarten Teacher, Oxford Elementary
Tekia Poulin	Grade 1 Teacher, Oxford Elementary
Micah Pretorius	Grade 1 Teacher, Oxford Elementary
Michelle Fortier	Grade 2 Teacher, Oxford Elementary
Carol Coy	Grade 6 Teacher, Oxford Elementary
Julie Meserve	Intermediate Resource, Oxford Elementary
Joanna Brown	School Nurse, Oxford Elementary
Heather King	Grade 4 Teacher, Paris Elementary
Adrienne Abramowitz	Grade 2 Teacher, Paris Elementary
Leah Libby	Grade 5 Teacher, Paris Elementary
Patricia Eastman	Special Education Teacher, Paris Elementary
Jessica Prue	Reading Recovery, Paris Elementary
Sara Johnson	Art/World Language Teacher, OHMS
Brian Burke	Grade 7, English Language Arts, OHMS
Brian LaFlamme	Physical Education/Health, OHMS
Mary O'Brien-Foster	Grade 7 Math Teacher, OHMS
Michael Lance	Grade 7 Science Teacher, OHMS
Patricia Williamson	Special Education Teacher, OHMS
Leigh-Ashley Milne	Orchestra, OHMS
Brandon Baer	Guidance Counselor, OHMS
Julie Clark	Elementary Art Teacher
Emily Ivers	Pre-Kindergarten Teacher, Hebron Station
Riley Chickering	Social Studies Teacher, OHCHS
Susan Hanington	Social Studies Teacher, OHCHS
Alan Sadler	Math Teacher, OHCHS
Alicia Sadler	Special Education Teacher, OHCHS
Laura Shible	Spanish Teacher, OHCHS
Christopher O'Brien	English Teacher, OHCHS
Morgan Richmond	English Teacher, OHCHS
Susan Allen	Elementary Art Teacher
Jeanine Sumner	Pre-Kindergarten Teacher, Otisfield Community
Jennifer Cousins	Pre-Kindergarten Teacher, Guy E. Rowe
Brigitta Valente	Pre-Kindergarten Teacher, Guy E. Rowe
Jennifer Perry	Grade 4 Teacher, Guy E. Rowe
Richard Caughey	Grade 5 Teacher, Guy E. Rowe
Anthony Orlando	Elementary Music Teacher
Justin Onofrio	Grade 6 Teacher, Agnes Gray
Megan Morissette	Pre-Kindergarten Teacher, Agnes Gray
Shawn White	Special Education Teacher, WMRPCE – Oxford
Christopher Ivey	Special Education Teacher, WMRPCE – Lovell
Jessie La Casse	Social Worker, WMRPCE – Lovell
Margaret Brennan	Social Worker, Guy E. Rowe Elementary
Erin Flynn	Guidance Counselor, OHCHS
Alyssa Morrison	Guidance Counselor, Paris Elementary

B. To see if the Board will vote to approve the Superintendent's nomination of the following teachers for a third year probationary contract for the 2019-2020 school year?

Kimberly Struck	Elementary Guidance Counselor
Rachel Scala	Elementary Music Teacher
Haley Benedict	Grade 2 Teacher, Hebron Station
Allyson Kirby	Grade 5 Teacher, Oxford Elementary
Caitlin Dailey	Math Coach, Oxford Elementary
Cathy Harris	Special Education Teacher, Oxford Elementary
Taylor Marshall	Grade 1 Teacher, Paris Elementary
Carrie Hilton	Grade 1 Teacher, Paris Elementary
Angela Lapointe	Grade 1 Teacher, Paris Elementary
Kristie Doyle	Grade 2 Teacher, Paris Elementary
Megan LaCroix	Grade 5 Teacher, Paris Elementary
Wanda McCormick	Grade 6 Teacher, Paris Elementary
Cameron Sutton	Grade 8 Science Teacher, OHMS
Dylan LeComte	Grade 8 English Language Arts Teacher, OHMS
Mercedes Mclean-Wheeler	Grade 8 English Language Arts Teacher, OHMS
Lijuan He	Guidance Counselor, OHMS
Philip Catanese	Grade 7 Science Teacher, OHMS
David Dyke	Latin Teacher, OHCHS
Lindsay Fox	Science Teacher, OHCHS
Rachel Heikkinen	Special Education Teacher, OHCHS
Lynne Pelletier	Math Teacher, OHCHS
Anne Townsend	Art Teacher, OHCHS
Scott Walker	English Teacher, OHCHS
Charles Yancey	Science Teacher, OHCHS
Katherine Bonawitz	Grade 6 Teacher, Guy E. Rowe
Crystal Cochran	Special Education Teacher, Guy E. Rowe
Nichole Dumas	Grade 3 Teacher, Guy E. Rowe
Carisa Hammer	Grade 6 Teacher, Guy E. Rowe
Kendra Threeton	Kindergarten Teacher, Guy E. Rowe
Stephanie Hennett	Grade 1 Teacher, Waterford Memorial
Pamela Marshall	Humanities Teacher, Otisfield Community
Deborah Ball	Special Education Teacher, WMRPCE – Oxford
Nicole Norton	Social Worker, WMRPCE – Oxford
Brianna Palmer	Elementary Teacher, Hebron Station
Serena Williams	Guidance Counselor, OHMS

C. To see if the Board will approve the Superintendent's nomination of the following teachers for continuing contracts for the 2019-2020 school year?

Erin Morrell	English Teacher, OHCHS
Charlotte Palmer	Grade 8 Science Teacher, OHMS
Zachary Knights	Grade 8 Science Teacher, OHMS
Rachel Potter	Band, OHMS
Emily Duggan	Kindergarten Teacher, Oxford Elementary
Jade McGuire	Grade 1 Teacher, Oxford Elementary
Kimberly Desjardins	Literacy Coach, Oxford Elementary
Maria Yanni	Special Education Teacher, Oxford Elementary
Mary Beth Grover	Special Education Teacher, Oxford Elementary

Wendi Benedict	Grade 4 Teacher, Hebron Station
Karli Ellis	Kindergarten Teacher, Otisfield Community
Laura Waite	Grade 2 Teacher, Otisfield Community
Sean Johnson	Special Education Teacher, Paris Elementary
Kallie Brown	Grade 1 Teacher, Guy E. Rowe
Genevieve Chaloult	Special Education Teacher, Guy E. Rowe
Dana Dudley	Grade 6 Teacher, Guy E. Rowe
Kelli Knapp	Grade 2 Teacher, Guy E. Rowe
Charity Manjourides	Grade 2 Teacher, Guy E. Rowe
Lucy Saunders-Kish	Reading Interventionist, Guy E. Rowe
Jenna Wojnar	Kindergarten, Waterford Memorial
Caprice Littlefield	Special Education Teacher, Harrison Elementary
Karin Puiia	Grade 2 Teacher, Agnes Gray
Catherine Emery	Tech Integrator/Coach, OHCHS
Elizabeth Gallagher	School Nurse, OHCHS
Maranda Parent	Art Teacher, OHCHS
Kelley Wallace	Special Education Teacher, Paris Elementary

D. To see if the Board will vote to approve the Superintendent's nomination of Jan Neureuther as Director of Special Services?

NOTE: See enclosed nomination.

E. To hear a presentation by Superintendent Colpitts on the Budget Committee's Proposed FY 2020 School Budget.

F. To see if the Board will vote to approve the FY 2020 recommended Budget?

NOTE: Budget Committee will have a recommendation.

G. To see if the Board will vote to approve the following:

Motion: I move that the Vote entitled, "Vote to Call and Approve the Warrants for the Budget Meeting and the Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.

VOTE TO CALL AND APPROVE THE WARRANTS FOR THE BUDGET MEETING AND THE VALIDATION REFERENDUM AND TO AUTHORIZE THE NOTICE OF AMOUNTS ADOPTED

VOTED: That the warrant for the Maine School Administrative District No. 17 (the "District") Budget Meeting presented to the meeting be and is hereby approved and that a District budget meeting be and is hereby called for June 6, 2019, for the purpose of voting on the annual budget for the District for the 2019-2020 fiscal year;

That the Warrant and Notice of Election for the District Budget Validation Referendum presented to the meeting be and is hereby approved, and that a District budget validation referendum be and is hereby called for June 11, 2019 for the purpose of approving the budget adopted at the District budget meeting for the 2019-2020 fiscal year; and

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be and is hereby approved, and that the Superintendent of Schools of the District is hereby authorized and directed to complete said Notice by adding the amounts approved by the voters for each expenditure category and the total school budget summary expenditure amount, all in accordance with the District budget meeting on June 6, 2019, and to cause copies of said notice, as completed, to be delivered to the municipal clerks of each municipality of the District for posting at the polling places for the June 11, 2019, District budget validation referendum.

NOTE: Copies of the Warrant, Notice of Election for the District Budget Validation Referendum and Notice of Amounts Adopted at the Budget Meeting will be circulated for Board signatures.

12. QUESTIONS/COMMENTS FROM THE BOARD.

13. ADJOURNMENT.

TO: BOARD OF DIRECTORS
FROM: Rick Colpitts, Superintendent of Schools
DATE: Monday, May 6, 2019

RE: SUPERINTENDENT'S UPDATE

1. ADMINISTRATIVE UPDATES:

2. RESIGNATIONS:

- Janet Record, Food Service Assistant, Paris Elementary School, 6 years, retiring effective June 30, 2019.
- Alta Pierce, Substitute Teacher Caller, 50 years, effective June 30, 2019.
- Kerry Drown, Grade 3 Teacher at Guy E. Rowe Elementary School, 1 year, effective June 30, 2019.
- Anita Cote-Chisholm, Grade 5 Teacher at Guy E. Rowe Elementary School, 2 years, effective June 14, 2019.
- Erika Fujimaki, Grade 4 Teacher at Paris Elementary School, 2 years, effective August 26, 2019.
- Dana Ryerson, Educational Technician III at Western Maine Regional Program for Children with Exceptionalities, 2 years, effective May 3, 2019.
- Amanda Leavitt, English Teacher at Oxford Hills Comprehensive High School, 2 years, effective June 30, 2019.
- Tom Light, Grade 6 Teacher at Paris Elementary School, 12 years, retiring effective June 14, 2019.
- Danielle Doughty, Food Service Assistant at OHMS, 12 years, effective May 17, 2019.
- Leanne Kugelman, Grade 1 Teacher, Waterford Memorial School, 2 years, effective August 16, 2019.
- Lorraine Kennagh, District Administrative Assistant for Personnel, 29 years, retiring July 31, 2019.

TRANSFERS:

- Rhonda Twitchell, Literacy Coach, Guy E. Rowe Elementary School to Grade 1 Teacher at Waterford Memorial School, effective FY 2020.

3. ENCLOSURES:

- 3.1 Minutes from Curriculum Committee, Operations Committee, Budget Committee and Finance Committee.
- 3.2 Agendas from Curriculum Committee and Personnel Committee.
- 3.3 Oxford Hills School District May 1, 2019 Enrollment Report.
- 3.4 Oxford Hills Middle School March 1, 2019 Behavior Report.
- 3.5 Oxford Hills Comprehensive High School March 2019 Discipline Report.
- 3.6 Oxford Hills Comprehensive High School April 2019 Discipline Report.
- 3.7 Nomination for Director of Special Services, Jan Neureuther.
- 3.8 MVR 11 Draft Policy AA
- 3.9 Harrison Elementary School field trip letter of request and information packet.
- 3.10 Oxford and Otisfield School field trip letter of request and trip information.

- 3.11 OHCHS AP Biology students field trip letter of request and approval form.
- 3.12 Otisfield Community School field trip letter of request and trip information.
- 3.13 Paris Elementary School field trip letter of request and trip information.
- 3.14 OHCHS Applied Academics field trip letter of request and approval form.

4. Congratulations to May Students of the Month:

Grade 9 – Zoe Dyer Grade 10 – Riley Tripp
Grade 11 – Jazmin Ney Grade 12 – Abbigail Kenney

5. Congratulations to Mary O’Brien-Foster, Grade 7 Math Teacher, OHMS on earning her Masters Degree in Education: Curriculum and Instruction from Adams State University.

5. I will be attending the State Leadership Conference as an officer of Maine School Superintendents Association from May 1-3 in San Diego, California. Superintendent leaders from across the country meet for two days to discuss national education policy. Expenses for the trip are covered by the American Association of School Administrators (AASA) and the Maine School Superintendents’ Association (MSSA).

6. Director Shawn Lambert has requested that I share the following with the MSAD 17 Board of Directors.

“As you know, at the Joint Board meeting held in October 2018 there was a request for an ad hoc committee to review and possibly revise MVR 11 Policy AA: Cooperative Agreement. Said committee was to consist of members from the SAD 17, RSU 10, and MVR 11 Boards. I sent a request in December for members of the SAD 17 and RSU 10 Boards to either sit on the ad hoc committee or forward any suggested revisions of Policy AA. No members came forward and no revisions were shared. As a result, the standing MVR 11 Policy Committee (which consists of representatives from SAD 17 and RSU 10) met last night and decided that, with the exception of formatting changes, no revisions were needed.

At the Committee’s request, I am sending a copy of Policy AA and asking you to share this information with your Board one more time. If any member would like to serve on the ad hoc committee or would like to offer any proposed revisions, please send me their names and contact information or their proposals by 5/17/19. If there are no revisions or interest in serving, the Policy Committee will bring a reformatted but otherwise unchanged version of Policy AA to the Joint Board meeting in October 2019.”

A copy of the draft policy AA is enclosed in your packet. I would encourage Board members who may be interested in serving on an ad hoc committee to express your interest with Board Chair Olsen. Any written feedback on the policy may be sent directly to Shawn Lambert at s.lambert@msad17.org

- 7. Shawn Lambert has announced his resignation as the Director of the Maine Vocational Regional #11 effective June 30, 2019. Mr. Lambert has accepted a job in Brunswick as the Brunswick School Department's Assistant Superintendent. The MVR #11 Board of Directors have advertised the position and will conduct interviews in accordance with our collaborative agreement.**

- 8. On a more personal note: My wife will be undergoing the first of two significant surgeries in Boston on May 15. She will have a ten day hospital/rehab stay before undergoing her second surgery. I plan to be with her for parts of her hospitalization. I will be out May 15-22 and May 29-June 4. Assistant Superintendent Dr. Hartnett will oversee the day to day operations of the District in my absence.**