

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

743-8972

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In accordance with MCDC guidelines those attending the meeting in person are required to wear a face cloth face covering or mask.

DATE: <u>Monday, August 17, 2020, 2020</u> TIME: 7:00 p.m. LOCATION: Oxford Hills Comprehensive High School Forum
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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.**

Curriculum Committee
Finance Committee

Ms. Otterson
TBD

Scheduled Committee Meetings:

Finance Committee August 17, 2020 6:15 p.m. Art Room OHCHS

6. **SUPERINTENDENT'S REPORT.**

7. **ADJUSTMENTS TO THE AGENDA.**

8. **CONSENT AGENDA.**

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

Justine Grandmison
Jennifer Johnson

Grade 2 Teacher at Oxford Elementary
Social Studies Teacher at OHCHS

Joseph Bailey	Guidance Counselor at OHCHS
Samantha Geer	Grade 3 Teacher at Harrison Elementary
Jenifer Adams	Educational Technician II at OHCHS
Andrea Gauthier	Educational Technician II at Paris
Jessica Paine	Educational Technician I at OHCHS
Sarah Phinney	Educational Technician I at Paris Elem.
Elizabeth Cormier	Educational Technician I at OHCHS
Stacy Tibbetts	Elementary Physical Education Teacher
Amanda Ilsley	Educational Technician I at Guy E. Rowe
Lori Brown	Educational Technician at Paris Elementary
Cassandra Harmon	Grade 2 Teacher at Oxford Elementary
Jason Henry	District Technology Support
Specialist	
David Kilborn	Elementary Physical Education Teacher

B. To see if the Board will vote to approve the following stipend positions for FY 2020-2021:

Senior Class Advisor	Torrey Poland & Brandy Moore
Junior Class Advisors	Craig Blanchard & Sasha Rancourt-Thomas
Sophomore Class Advisor	Jeni Jordan & Jayne Polvinen-Bristol
Band and Orchestra Director	Kyle Jordan
Choral Director	Dennis Boyd
Drama Club	Andy Turner
Interact Club Advisor	Tina Fox
Key Club	Dennis Boyd
National Honor Society	Torrey Poland
Student Council	Erinkate Morrison and Ian Truman
Varsity Math Team Coach	Allen Gerry
Assistant Math Team Coach	Steve Buttner
Yearbook Advisor	Ian Truman
Yearbook Business Manager	Ian Truman

Department

English
Math
Science

Leaders

Brewster Burns
Nate Pelletier
Mike Morrell

Social Studies
Special Education
World Languages

John Pinto
Brandy Moore
Anne Smith

9. ACTION ON MINUTES:

- A. To see if the Board will vote to approve the minutes of the July 20, 2020 regular Board Meeting?**

10. UNFINISHED BUSINESS:

- A. To see if the Board will vote to create four Administrative Assistant positions and eliminate four secretary positions?**

NOTE: There are currently four year round secretary positions that should be reclassified to Administrative Assistant positions. These positions are year round and include OHCHS Principal Secretary, OHCHS Registrar, OHMS Principal Secretary and Transportation Secretary. These positions exercise some decision making authority and autonomy that is not reflected in the secretary classification. The Personnel recommended approval. The Board asked for financial information concerning the shift in positions. A spreadsheet outlining the impact of the change is enclosed in the packet.

11. NEW BUSINESS:

- A. To hear a presentation by Director of Curriculum Heather Manchester and Assistant Superintendent Patrick Hartnett on the School Reopening Plans.**
- B. To see if the Board will approve the District's School Reopening Plan?**
- C. To see if the Board will approve revisions to the District's School Calendar?**
- D. To see if the board will vote to approve opting out of the "Breakfast After the Bell" law at OHMS, Harrison, West Paris, Oxford and Rowe schools due to logistical constraints?**

Note: The plan is to send breakfast home with students the day

before, so that principals will not have to schedule and accommodate groups of students for breakfast (six feet apart). The law requires breakfast be offered before the bell and after the bell at these schools. The Board has to vote to opt out of this new law in order for us to proceed as planned.

E. To see if the Board will enter into executive session, in accordance with 1 M.R.S.A. § 405 (6)(B), to conduct a readmission hearing?

NOTE: This readmission hearing is scheduled for approximately 8:15 p.m.

F. To see if the Board will vote to readmit a student?

12. QUESTIONS/COMMENTS FROM THE BOARD.

13. ADJOURNMENT.

TO: BOARD OF DIRECTORS
FROM: Rick Colpitts, Superintendent of Schools
DATE: Monday, August 17, 2020
RE: SUPERINTENDENT'S UPDATE

1. ADMINISTRATIVE UPDATES:

2. TRANSFERS:

- James Haney, Educational Technician I at Oxford Hills Middle School to Educational Technician II.
- Meredith Day, 4.5 hrs/day Food Service Assistant at Paris Elementary School to 7 hrs/day Food Service Assistant at OHCHS.

RESIGNATIONS:

- Heather Mills, Technology Department Secretary, 3 years, effective July 17, 2020.
- Julie Meserve, Special Education Teacher at Oxford Elementary School, 5 years, August 17, 2020.
- Micah Pretorius, Grade 2 Teacher at Oxford Elementary School, 2 years, effective August 21, 2020.
- Jacob Noyes, Head Custodian at Paris Elementary School, 1 month, effective August 6, 2020.
- Gregory Knight, District Bus Driver, 11 years, effective August 12, 2020.

3. ENCLOSURES:

3.1 New staff biographies.

3.2 August 13, 2020 Superintendent letter to parents, students and staff

4. Congratulations to Caitlyn Flaherty on earning her Masters Degree.

5. Congratulations to Emily Berry on earning her Masters Degree.

6. Please send your preference for committee assignments to Debra Hertell. The Chair hopes to create committee assignments in time for committee work in September.

7. The Board will need to approve the school reopening plan at the August 17

Board meeting. District and school administration continued meeting weekly in

August in order to develop the required reopening plans. We have had 3013 students register for either in-person or remote learning. Enrollment for each preference required significant changes in our classroom design and staffing structure. Eighty-two percent (81.8%) of students have registered for “In-Person” learning. Eighteen percent (18.2) have registered for “Remote” learning.

The operation part of the plan covering “In-Person” learning was presented at the July Board meeting. The “Remote-Hybrid” and “staff Expectations” portions will be presented in August. Documents related to the plan have been placed in the Board Shared folder. The Curriculum Committee will have a recommendation for the Board’s consideration.

8. The District has submitted and been approved to receive Federal funds in support of COVID related expenses in reopening schools. We have received \$768,909.00 in CARES Act funding and \$ 2,948,841.00 in CFR funds. The CRF funds must be expended or invoiced by mid October. CARES Act funding must be expended by December of 2021. The funds can not be used to supplant any funds budgeted locally for school programming and operations. The funds must be used on unbudgeted expenses incurred to meet regulations and mandates for remote, hybrid and in-person learning for all students like: personal protective equipment, increased staffing necessary to address CDC and DOE requirements, technology and transportation. The good news is that the additional funds will allow us to provide significant technology, staffing and instructional resources that would not have been possible within the local budget.

9. Dean Dillingham reported to the Operations Committee in June that there was a flood at the Guy E. Rowe school in May. A joint in a waterline under a sink in a second floor classroom separated one night. Six classrooms were flooded when it was discovered in the morning. Our insurance company and Serv-Pro were notified. Immediate actions were taken to remove the water, dehumidify the space and remove damp sheetrock. Despite these actions, mold was detected and additional work was required to remediate the problem. The classrooms will not be ready until the week of August 24.

10. The Phase 6 Energy performance contract continues on a tight schedule. The reinforcement of the high school entrance roof is complete and the ductwork installed. The new HVAC unit is expected to be placed the week of August 17. The new refrigerator/freezer unit installation is nearly complete and is expected to be operational by August 19. The security renovations at Rowe, Oxford and OHCHS are not expected to be completed until September 25. Temporary accommodations to ensure student safety have been put in place in schools where work is still in progress. The Otisfield roof project is now

complete. The Otisfield Boiler has been installed and plumbers are working on connecting the boilers to the heating system. The replacement of transformers at the high school is ongoing. Replacement of CO heating valves will begin the week of August 17.

- 11. The District mourns the loss of a recent alumnus, benefactor, and friend. Bob Bahre has been a significant contributor and supporter of the Oxford Hills School District and a founding donor that led to the creation of the Oxford Hills Scholarship Foundation. We are all saddened by his passing on July 24 and extend to his wife Sandy, and children Terri and Gary our sincere sympathy.**