

Corrected

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

743-8972

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www.msad17.org/District/School-Board

DATE: Monday, July 20, 2020

TIME: 7:00 p.m.

LOCATION: Paris Elementary School Cafeteria, 4 Hathaway Road, South Paris

Welcome to new Board Director Robert Jewell of Paris!!

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.**

Budget Committee
Curriculum Committee
Negotiations Committee

Mr. Patrie
Ms. Otterson
Mr. Patrie

Scheduled Committee Meetings:

Finance Committee	July 20, 2020	6:00 pm	PES Library
Curriculum Committee	Aug. 11, 2020	5:00 pm	Central Office Rm 201

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:

Sara Groves	Librarian, OHMS
Sam Haverinen	Health Teacher, OHCHS
Caroline Leonard	Resource Room Teacher, Oxford
Sean Coriaty	District Behavior Analyst
Stephanie Macisso	Grade 5 Teacher, Guy E. Rowe
Heather Heath	Resource Room Teacher, Guy E. Rowe
Cynthia Morgan	LCSW Day Treatment Program, OHMS
Kaylyn Labonte	Science Teacher, OHCHS
Jacob Noyes	Head Custodian, Paris Elementary

B. To see if the Board will vote to accept a donation in the amount of \$500 from Good Shepherd and a \$1,000 donation from Modern Woodmen to purchase food and toiletries for the families of the Agnes Gray Elementary School?

NOTE: See enclosed letter of request.

C. To see if the Board will vote to accept an anonymous donation of \$5,500 To support the purchase of outdoor learning equipment and supplies at Oxford Elementary School?

D. To see if the Board will vote to approve 2 anonymous donations of \$11,000 each to go toward the Otisfield Community School playground?

9. ACTION ON MINUTES:

A. To see if the Board will vote to approve the minutes of the June 8, 2020 regular Board Meeting?

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

A. To hear a presentation by Superintendent Colpitts on initial family survey results regarding reopening and the preliminary reopening plan.

B. To see if the Board will elect a Chair?

NOTE: See enclosed Board Policy BDB regarding duties of the Chair and Vice Chair. Committee sign-up forms are also enclosed and can be turned in at the meeting.

C. To see if the Board will elect a Vice Chair?

D. To see if the Board will elect four Board members to serve on the Finance Committee?

NOTE: The Finance Committee is required by law. It consists of five members, namely, The Board Chair and four additional members appointed by the Board. Current members are Lewis William, Barry Patrie, Al Lisowski, Natalie Andrews and the Board Chair.

E. To see if the Board will appoint Debra Hertell as the Voter Registration Clerk for District meetings?

NOTE: By law, the Board appoints a Voter Registration Clerk for District meetings.

F. To see if the Board will vote to approve the resolution entitled, "Resolution to Authorize Lease Purchase of Technology and Science Equipment in the Principal Amount of \$410,194.85," be adopted in form presented to this meeting.

Resolution to Authorize Lease Purchase of Technology and Science Equipment in the Principal Amount of \$410,194.85

The School Board of Maine School Administrative District No. 17 hereby resolves as follows:

That Superintendent of Schools (the "Superintendent") and Business Manager, acting singly, are authorized to accept the proposal of [REDACTED] (the "Lessor"), to provide tax-exempt lease purchase financing for (i) computers and photocopiers, including peripherals, accessories, and software; and (ii) science classroom equipment (collectively, the "Equipment") with an aggregate purchase price of \$410,194.85 at an interest rate of [REDACTED]% for a term of approximately two (2) years (3 annual payments), and any prior acceptance by the Superintendent or Business Manager is hereby ratified and confirmed;

That under and pursuant to the provisions of Title 20-A M.R.S. sections 1001 and 1055, the Superintendent is authorized to execute and deliver a lease purchase agreement with Lessor, or its nominee, in the name and on

behalf of Maine School Administrative District No. 17 (the "District") for the Equipment, in the principal amount of \$410,194.85, in such form and on such terms not inconsistent herewith as the Superintendent may approve (the "Lease");

That that (i) no part of the proceeds of the Lease shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Lease to be an “arbitrage bond” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, (the “Code”), and (ii) the proceeds of the Lease and the Equipment financed by the Lease shall not be used in a manner that would cause the Lease to be a “private activity bond” within the meaning of Section 141 of the Code;

That the Superintendent is authorized to designate the Lease as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of said Code;

That the Superintendent is authorized to covenant on behalf of the District to file any information report and pay any rebate due to the United States in connection with the issuance of the Lease, and to take all other lawful actions necessary to ensure the interest portion of the rental payments under and pursuant to the Lease will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof;

That the appropriate officials of the District are authorized to execute and deliver such other documents and certificates as may be required in connection with the Lease;

That the District hereby resolves and declares its official intent pursuant to Section 1.150-2(e) of the Treasury Regulations that the District reasonably expects to use the proceeds of the Lease to reimburse certain original expenditures from the RSU’s general or other fund, paid not earlier than 60 days prior to adoption of this Resolution or to be paid, which original expenditures have been or will be incurred in connection with costs of the Equipment; and that the District reasonably expects that the maximum principal amount that the District will issue to finance the Equipment is \$410,194.85; and

That an attested copy of this Resolution be filed with the minutes of this meeting.

A true copy as adopted by a majority of the School Board, attest:

Richard Colpitts, Secretary

G. To see if the Board will vote to approve the following (FY 21 Budget):

VOTED: That the Computation and Declaration of Votes dated July 14, 2020 and attached thereto, be and it is hereby approved:

FURTHUR VOTED: That the Computation and Declaration of Votes be entered upon the records of School Administrative District No. 17;

FURTHUR VOTED: That a certified copy of the Computation and Declaration of Votes be sent to each of the Town Clerks within the District.

NOTE: Official budget referendum results will be available on Monday evening.

H. To see if the Board will sign annual assessments?

I. To see if the Board will declare the West Paris Board seat held by Mr. William Rolfe vacant as outlined in Policy BBD – “Board Declared Vacancy caused by Absenteeism”?

NOTE: Please see attached letter by Board Chair, Diana Olsen.

J. To see if the Board will enter executive session, pursuant to 1 M.R.S.A - 405(D) to discuss negotiations with Oxford Hills Educational Secretaries.

NOTE: Negotiations Committee will have a recommendation.

K. To see if the Board will approve the Agreement between the MSAD 17 Board of Directors and the Oxford Hills Educational Secretaries Association.

L. To see if the Board will enter executive session, pursuant to 1 M.R.S.A. - 405(D) to discuss Executive Administrator wages.

M. To see if the Board will approve the proposed wage increases for the following Executive Administrators:

**Patrick Hartnett
Heather Manchester
Jan Neureuther
Cathy Coffey**

**Assistant Superintendent
Curriculum Coordinator
Special Services Director
Business Manager**

12. QUESTIONS/COMMENTS FROM THE BOARD.

13. ADJOURNMENT.

TO: BOARD OF DIRECTORS
FROM: Rick Colpitts, Superintendent of Schools
DATE: Monday, July 20, 2020
RE: SUPERINTENDENT'S UPDATE

1. ADMINISTRATIVE UPDATES:

2. RESIGNATIONS:

- **Joanna Brown, School Nurse at Oxford, Otisfield and Agnes Gray Schools, 2 years effective August 23, 2020.**
- **Dorene Randolph, Educational Technician III at Western Maine Regional Program for Children with Exceptionalities, 2 years, effective August 23, 2020.**
- **Judy Morton, School Nurse at Oxford Hills Middle School, 17 years, effective August 23, 2020.**
- **Bette Britton, Educational Technician at Agnes Gray Elementary School. 13 years, retiring effective June 30, 2020.**
- **Sherri Otterson, Elementary Physical Education Teacher, 1 year, effective July 1, 2020.**
- **Corey Bouchard, Technology Support Specialist, 1 year, effective June 26, 2020.**
- **Stacie Hanscom, Science Teacher at Oxford Hills Comprehensive High School, 20 years, effective August 23, 2020.**
- **Katherine Sterling, District IEP Coordinator, 12 years, effective August 31, 2020.**
- **Briana Roy, Social Studies Teacher at Oxford Hills Comprehensive High School, 14 years, effective August 23, 2020.**
- **Lyndsay Denison, Grade 3 Teacher at Harrison Elementary School, 7years, effective August 23, 2020.**

TRANSFERS:

- **Shauna Cummings Educational Technician I at Guy E. Rowe Elementary School to Educational Technician II.**
- **Kailie Balcom, Special Education FLS/Autism Teacher at Paris Elementary School to Special Education 4-6 Resource Teacher.**

3. ENCLOSURES:

- 3.1 Minutes from Operations Committee and Curriculum Committee.**
- 3.2 Letter from Kevin Ryan regarding the Safe Sports School Award.**

- 3.3 Letter requesting acceptance of donation from Principal Clarke.**
- 3.4 Board Committee list with sign up sheet.**
- 3.5 Maine DOE's draft reopening guidelines.**
- 3.6 MPA summer athletic training guidelines.**
- 3.7 New staff biographies.**
- 3.8 Policy BDB Board Officers.**
- 3.9 Policy BDB Board Declared Vacancy Caused By Absenteeism.**

- 1. The Board's budget was approved by 70% of the voters at the July 14, 2020 validation referendum. Henry Raymond and David Dunn will not be returning. Bob Jewell returns as a representative of Paris. Sydney Jackson has been appointed by the Town of Oxford to replace Dave Dunn. The Board will be electing a new Chair, Vice Chair and Finance Committee at our meeting Monday, July 20, 2020.**
- 2. District executives, principals and directors continued throughout June and July to develop reopening plans in the midst of the current pandemic. The Department of Education has been working on its own guidelines that call for districts to create three plans based on a mild, moderate, or high community spread of COVID 19 within a school district. In preparation for the development of our plans we surveyed parents. Over 50% of our families representing 1600 students completed the survey. I will be providing a summary presentation of the survey results to the Board on July 20. Given survey results we will likely provide parents with an opportunity to select in person or remote learning paths. I will share our initial draft of our operations plans and outline the remaining work. The full plan will require Board approval before it is submitted in August. The Board will consider its approval at the August 17 Board meeting. A copy of Maine DOE's draft reopening guidelines are in your packet.**
- 3. Maine Principals' Association released guidelines that allow coaches to design small group (10 or less) summer sessions for individual training and skill building from July 7 - August 6. This period of training is to help athletes return to physical activity and to minimize the risk of catastrophic sports injury in anticipation of fall sports resuming in August. I held a meeting with our coaches, athletic director and district physician to discuss the expectations and to ensure the District's plan was aligned to the MPA expectations. The training is optional. We will not know the fate of fall sports until the MPA releases its revised guidelines at the beginning of August. A copy of the MPA summer athletic training guidelines is in your board packet**

- 4. I spoke with the pastor of Moss Brook Church and informed him that the Board would allow the church to access the high school facilities in July and August. The church has decided that the state guidelines would make an indoor meeting impractical for the church at this time. They intend to continue to meet at the Oxford Fairgrounds using a “drive-in” format. They will revisit their decision in the fall after school reopens. They were appreciative of the Board’s willingness to work with them.**

- 5. The performance contract Phase 6 is moving steadily forward. The lobby of the high school has been disassembled and the roof structure is being reinforced. It is expected that the new roof HVAC equipment will be installed the first week of August. The Fire Marshall has approved the plans for the lobby renovations. The Percent for Art sculpture (wood benches) in the lobby will need to be moved in order to accommodate the revised entrance. The contractor and district personnel will work together to ensure the integrity of the art is retained. The OHCHS refrigerator/Freezer unit has been removed. The mold is being eradicated from the surrounding walls. It is hoped that the new units can be installed soon. The Rowe and Oxford security projects have received approval from the FireMarshall as well. We are still waiting for local approval for the Rowe project from the Norway planning Board but anticipate it will be approved shortly. The condemned Boiler at the Otisfield Community School is expected to be completed before the school opens in August and the metal roof (phase 5 holdover) is nearly finished. It is anticipated that all projects will be completed before the scheduled opening of school.**

- 6. With elections now over it is time for Board members to identify their preferences for Board committee assignments. Committee members will find a description of committees and a signup form in their packet. Please provide your preference form to Debra Hertell when it is complete. Much of the Board’s work is accomplished at the committee level.**