

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

743-8972

[www.msad17.org](http://www.msad17.org)

[www.msad17.org/District/School-Board](http://www.msad17.org/District/School-Board)

<https://msad17.zoom.us/j/83132394344?>

*In accordance with An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency, as enacted to read: Sec. G-1 1 MRSA §403-A Public proceedings through remote access during declaration of state of emergency due to COVID-19, the Board Meeting will be held virtually through a ZOOM Meeting. The Board Meeting will be recorded and made available by NPC TV*  
<http://npctv11.org/>

*All votes will be roll call so that members of the public will know how their Board members voted on agenda items.*

*Public Participation: Due to the change in the School Committee meeting format, the School Committee is asking the members of the public who would like to participate the evening of the meeting to call 207-743-8972 , extension 8251. If you are unable to call-in or your call is not received on other topics not related to the agenda, please send your comments, concerns and/or questions to members of the School Committee and the Superintendent. This is the first attempt at this new format. The school department will adjust the plan following feedback after the meeting, if necessary.*

*Here are the School Committee members' emails:*

Ms. Natalie Andrews,	<a href="mailto:dir.n.andrews@msad17.org">dir.n.andrews@msad17.org</a>	(207) 515-0897
Mr. C. Scott Buffington	<a href="mailto:dir.s.buffington@msad17.org">dir.s.buffington@msad17.org</a>	(207) 743-5688
Mr. Jared Cash	<a href="mailto:dir.j.cash@msad17.org">dir.j.cash@msad17.org</a>	(207) 890-3800
Mr. Curtis Cole	<a href="mailto:dir.c.cole@msad17.org">dir.c.cole@msad17.org</a>	(207) 461-3380
Ms. Stacia Cordwell	<a href="mailto:dir.s.cordwell@msad17.org">dir.s.cordwell@msad17.org</a>	(207) 539-2929
Mr. Stephen Cummings	<a href="mailto:dir.s.cummings@msad17.org">dir.s.cummings@msad17.org</a>	(207) 743-8376
Mr. David Dunn	<a href="mailto:dir.d.dunn@msad17.org">dir.d.dunn@msad17.org</a>	(207) 539-2280

Ms. Amanda Fearon	dir.a.fearon@msad17.org	(207) 966-2401
Mrs. Judy Green	dir.j.green@msad17.org	(207) 583-6653
Mr. Ronald Kugell	dir.r.kugell@msad17.org	(207) 539-2264
Ms. Kathy Laplante	dir.k.laplante@msad17.org	(207) 583-2978)
Mr. Albert Lisowski	dir.a.lisowski@msad17.org	(207) 583-6379
Mr. Christopher Miller	dir.c.miller@msad17.org	(207) 515-1196
Ms. Diana Olsen (Chair)	dir.d.olsen@msad17.org	(207) 627-4953
Ms. Sarah Otterson	dir.s.otterson@msad17.org	(207) 515-0920
Mr. Barry Patrie	dir.b.patrie@msad17.org	(207) 583-9954
Mr. Henry Raymond	dir.h.raymond@msad17.org	(207) 743-6502
Mr. Troy Ripley	dir.t.ripley@msad17.org	(207)743-6445
Mr. William Rolfe	dir.w.rolfe@msad17.org	(207) 890-4947
Ms. Kristin Roy	dir.k.roy@msad17.org	(207) 577-5154
Mr. Gary Smith	dir.g.smith@msad17.org	(207) 539-2273
Mr. Lewis Williams	dir.l.williams@msad17.org	(207) 966-2312

**DATE:** Monday, May 4, 2020

**TIME:** 7:00 p.m.

**LOCATION:** <https://msad17.zoom.us/j/83132394344?pwd=OXdwQUJudlFBcXlhMmVzbDRaRGFkUT09>

## A G E N D A

1. CALL TO ORDER. Board Chair Diana Olsen will preside.

2. PLEDGE TO THE FLAG - The salute will be deferred due to meeting remotely

3. QUESTIONS/COMMENTS FROM THE PUBLIC. Public comments by phone (207-743-8972, extension 8251 or in person if there are less than 10 occupants in the room) will be accepted from 7:00 - 7:10 pm.

Regular, special, and emergency meetings of the Board of Directors are open to the public. This Board, as an elected representative body of the school unit, wishes to provide opportunity for citizens to express interests and concerns related to the matters under consideration by the Board. The public is cordially invited to attend and participate as set forth in this policy.

Board meetings are conducted for the purpose of carrying on the official business of the school system. The meetings are not public forum meetings (as are town meetings), but are meetings which are held for the Board to do its business in public. The minutes of each public meeting will record the action taken and will show how the Board voted on each item presented for action. The journal of minutes is open and available in the office of the Superintendent of Schools to the public during normal business hours.

Orderly conduct of a meeting does not permit spontaneous discussion from the audience nor among Directors. Individuals or organizations desiring to make requests, presentations or proposals on matters before the Board will be provided that opportunity.

Generally, public participation shall be limited to time periods as indicated in the agenda.

The intent of this policy is to allow a fair and adequate opportunity for the public to be heard, to provide adequate time for the Board to obtain necessary information on a subject before it, and to see that time allowed for open discussion does not interfere with the fulfillment of the scheduled agenda of the Board.

In order that the Board may fairly and adequately discharge its overall responsibility, a member of the public wishing to address the board on a specific topic not otherwise on the agenda must submit such a request in writing to the Superintendent at least one full week in advance of the scheduled meeting. The Superintendent and/or Board Chair may add the item to the agenda at their discretion, or the Chair may waive this requirement.

An agenda shall be published in advance of each meeting in accordance with Board policy. Copies are to be posted, or available for at least three days prior to regular meetings, at the Superintendent's office. Anyone desiring additional information about any item on the agenda should direct such inquiries to the Office of

the Superintendent.

The following "ground rules" are to further guide public participation at meetings:

- A. The Chair may limit the time given to comments on a particular topic as well as the time any individual may speak;
- B. In the event of a sizable audience, the Chair may require persons interested in speaking to so indicate by signing up to speak, so they may be called on in the most expedient order;
- C. Citizens, employees, and others with a legitimate interest in the Board's business are welcome to participate as provided in this policy. Others may be recognized to speak at the Board's discretion. Employees or employee groups will not be permitted to discuss matters for which other, more appropriate forums are provided;
- D. All speakers are to identify themselves as they begin talking. They will not be permitted to participate in gossip, make defamatory comments, or use abusive or vulgar language. The Board Chair will maintain the prerogative to discontinue any presentation which violates any of the public participation guidelines;
- E. All speakers are to address the Board Chair and may direct questions or comments to Directors or other officers of the school system only upon approval of the Chair. Members of the Board and the Superintendent have the privilege of asking questions of any person who addresses the Board. Such questions must be addressed through the chair.
- F. Comments and suggestions will be welcomed and given consideration by the Board. Speakers may offer objective comments on school operations and programs that concern them. Generally, the Board may hear but not discuss or act on an item not on the agenda. Personal matters or complaints will not be entertained in a public meeting but will be deferred to established resolution procedures. Questions and concerns will be responded to through appropriate channels.
- G. No complaints or allegations will be allowed concerning any personnel or any person connected to the school system. If appropriate, concerns about an individual will be handled in a conference where the rights and interests of all parties will be appropriately regarded.
- H. Generally, duplication or repetition of comments to the Board should be avoided in order to make the most efficient use of the time in meetings. Groups or organizations are requested to be represented by designated spokespersons. (Policy BDEH)

#### **4. REPORTS.**

**Student Representative**  
**Budget Committee**  
**Operations Committee**  
**Personnel Committee**

**Ms. Catrina Wilson**  
**Mr. Patrie**  
**Mr. Williams**  
**Mr. Patrie**

**Scheduled Virtual Committee Meetings:**

<b>Personnel Committee</b>	<b>May 4, 2020</b>	<b>5:00 pm</b>	<a href="#">Join Zoom Meeting</a>
<b>Finance Committee</b>	<b>May 4, 2020</b>	<b>6:00 pm</b>	<a href="#">Join Zoom Meeting</a>
<b>Policy Committee</b>	<b>May 18, 2020</b>	<b>5:00 pm</b>	<a href="#">Join Zoom Meeting</a>
<b>Curriculum Committee</b>	<b>May 12, 2020</b>	<b>5:00 pm</b>	<a href="#">Join Zoom Meeting</a>

**5. SUPERINTENDENT’S REPORT.**

**6. ADJUSTMENTS TO THE AGENDA.**

CERTIFICATION						
I certify that the May 4,, 2020 meeting of the MSAD 17 School Board was:						
[check one box]						
<input type="checkbox"/>	conducted as a public meeting with no Board members participating remotely; or					
<input type="checkbox"/>	conducted through telephonic, video, electronic, or other similar means of remote participation,					
and that the Board’s vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						
Motion: To see if the Board will vote to approve adding Supplemental Agenda item 10.E to the Regular Board agenda?						
Made by:		Seconded by:				
		Yes		No		Abst.
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				
<b>Jared Cash</b>	<b>Norway</b>	54				
<b>Stephen Cummings</b>	<b>Norway</b>	54				
<b>Christopher Miller</b>	<b>Norway</b>	54				
<b>Curtis Cole</b>	<b>Norway</b>	54				
<b>Kristin Roy</b>	<b>Otisfield</b>	37				
<b>Diana Olsen</b>	<b>Otisfield</b>	37				

David Dunn	Oxford	46				
Stacia Cordwell	Oxford	46				
Ron Kugell	Oxford	46				
Gary Smith	Oxford	46				
Sarah Otterson	Paris	56				
Troy Ripley	Paris	56				
Scott Buffington	Paris	56				
Henry Raymond	Paris	56				
Judy Green	Waterford	34				
Barry Patrie	Waterford	34				
Natalie Andrews	West Paris	40				
William Rolfe	West Paris	40				

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**7. CONSENT AGENDA.**

**A. to see if the Board will approve the Superintendent’s nomination of the following teachers to a second year probationary contract for the 2020-2021 school year:**

Alexis Miranda	District	Pre-K to Grade 6 Art
Sierra Clark	WMRPCE	Special Education Teacher - Lovell Site

**B. to see if the Board will approve the Superintendent’s nomination of the following teachers to a second year probationary contract for the 2020-2021 school year:**

Cooper, Lisa	Rowe	Kindergarten
Duggan, Jared	Rowe	Grade 5
Hopkins, Autumn	Rowe	Grade 3
Morris, Nicholas	Rowe/Hebron	Physical Education
Gretchen Poland	Rowe	Special Education
Porter, Kristen	Rowe	Grade 3
Strout, Crystal	Rowe	Grade 4
Williams, Robin	Rowe	Grade 5
Adrian Baker	Oxford/Waterford	Art

Maria Cyr	Oxford	grade 6
Allison Pike	Oxford	grade 6
Alison Stimson	Oxford	Special Ed
Mariteresa Jackson	Oxford/West Paris	Social Worker
Amy Peet	HES/WMS/Otis/WP	Music
Sherri Otterson	HES/WMS/Otis/. WP/HSS	Physical Education
Christine Farr	Paris	Kindergarten
Kathe Washburn	Paris	Grade 4
Makayla Norcross	Paris	grade 4
Keely Baldrige	Paris	Grade 5
Bryan Eldridge	Paris	Grade 6
Kelsey Wilcox	Paris	Social Worker
Terri Breton	Paris	Special Ed
Matthew Beattie	OHCHS	Math
Nancy Kenneally	OHCHS	Special Ed
Susan LeBlond	OHCHS	Math
Cory McCullough	OHCHS	Social Studies
Kory Norcross	OHCHS	School Counselor
Ed Sweeney	OHCHS/OHMS	Physical Education
Ian Truman	OHCHS	English
Emily Ivers	Hebron	Pre-Kindergarten
Victoria Wright	Hebron	Grade 3
Cameron Emmons	OHMS	Math
Faith Shaw	OHMS	English Language Arts
Kayleigh Knox	OHMS	Science
Natalie Veilleux	OHMS	Music
Buzzard, Mary	Rowe	Literacy Coach
Margaret Brennan	Hebron/Rowe	Social Worker

**C. To see if the Board will vote to approve the Superintendent's nomination of the following teachers to a third year probationary contract for the 2020-2021 school year:**

Brandon Baer	OHMS	School Counselor
Brian Burke	OHMS	English Language Arts
Brian LaFlamme	OHMS	Physical Education
Susan Allen	Rowe	Art
Jennifer Cousins	Rowe	Pre-Kindergarten
Anthony Orlando	Rowe/West Paris	Music
Caitlyn Flaherty	Oxford	Kindergarten
Amy Irving	Oxford	Kindergarten
Tekia Poulin	Oxford	grade 1
Micah Pretorius	Oxford	grade 1
Michelle Fortier	Oxford	grade 2
Carol Coy	Oxford	grade 6
Julie Meserve	Oxford	Special Ed
Joanna Brown	Oxford/West Paris/Otisfield	Nurse
Heather King	Paris	Grade 4
Leah Libby	Paris	Grade 5
Patricia Eastman	Paris	Special Ed
Jessica Prue	Paris	Reading Recovery
Riley Chickering	OHCHS	Social Studies
Erin Flynn	OHCHS	School Counselor
Susan Hanington	OHCHS	Social Studies
Chris O'Brien	OHCHS	English
Morgan Richmond	OHCHS	English
Alan Sadler	OHCHS	Math
Alicia Sadler	OHCHS	Special Ed
Laura Shible	OHCHS	Spanish
Jeannine Sumner	Otisfield	Pre-Kindergarten
Mary K. O'Brien Foster	OHMS	Math
Mike Lance	OHMS	Science
Patty Williamson	OHMS	SPED
Chris Ivey	WMRPCE	Special Education Teacher - Oxford Site
Jessie LaCasse	WMRPCE	Social Worker -Lovell Site



**D. To see if the Board will vote to approve the Superintendent's nomination of the following teachers to a continuing contract for the 2020-2021 school year:**

Bonawitz, Katherine	Rowe	Grade 6
Cochran, Crystal	Rowe	Special Ed
Hammer, Carissa	Rowe	Grade 6
Threeton, Kendra	Rowe	Kindergarten
Allyson Kirby	Oxford	grade 5
Caitlin Dailey	Oxford	Math coach
Cathy Harris	Oxford	Special Education
Rachel Scala	Oxford/Hebron	Music
Stephanie Wurtz	Waterford	Grade 1
Carrie Hilton	Paris	Grade 1
Kristie Doyle	Paris	Grade 2
Megan LaCroix	Paris	Grade 6
Wanda McCormick	Paris	Grade 6
Lindsay Fox	OHCHS	Science
Rachel Heikkinen	OHCHS	Special Ed
Anne Townsend	OHCHS	Art
Scott Walker	OHCHS	English
Serena Williams	OHCHS	School Counselor
Charles Yancey	OHCHS	Science
Pamela Marshall	Otisfield	Grade 5
Haley Benedict	Hebron	Grade 2
Kim Struck	HSS/WMS/HES	Social Worker
Phil Catanese	OHMS	Science
Rachel Potter	OHMS	Music
Sara Johnson	OHMS	Art/Language
Nicole Norton	WMRPCE	Social Worker - Oxford Site
Debra Ball	WMRPCE	Special Education Teacher - Oxford Site

**E. To see if the board will approve the following gifts to the Agnes Gray Student Activities fund in support of the school's Food Pantry:**

**\$500.00 from Good Shepherd Food Bank**

**\$1000.00 from Grass Roots Fund (New England Grassroots Environment Fund Inc)**

**\$1500.00 from Norway Saving Bank**

**F. To see if the Board will vote to approve a donation of \$1000 for the purpose of offsetting the cost of banners for the Class of 2020 Senior athletes from Angela Bancroft of TriMoxie Multisport Coaching?**

CERTIFICATION						
I certify that the May 4,, 2020 meeting of the MSAD 17 School Board was:						
[check one box]						
<input type="checkbox"/>	conducted as a public meeting with no Board members participating remotely; or					
<input type="checkbox"/>	conducted through telephonic, video, electronic, or other similar means of remote participation,					
and that the Board's vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						
Motion: To see if the Board will vote to approve the Consent Agenda?						
Made by:		Seconded by:				
		Yes		No		Abst.
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				
<b>Jared Cash</b>	<b>Norway</b>	54				
<b>Stephen Cummings</b>	<b>Norway</b>	54				
<b>Christopher Miller</b>	<b>Norway</b>	54				
<b>Curtis Cole</b>	<b>Norway</b>	54				
<b>Kristin Roy</b>	<b>Otisfield</b>	37				
<b>Diana Olsen</b>	<b>Otisfield</b>	37				
<b>David Dunn</b>	<b>Oxford</b>	46				
<b>Stacia Cordwell</b>	<b>Oxford</b>	46				
<b>Ron Kugell</b>	<b>Oxford</b>	46				
<b>Gary Smith</b>	<b>Oxford</b>	46				
<b>Sarah Otterson</b>	<b>Paris</b>	56				
<b>Troy Ripley</b>	<b>Paris</b>	56				

Scott Buffington	Paris	56				
Henry Raymond	Paris	56				
Judy Green	Waterford	34				
Barry Patrie	Waterford	34				
Natalie Andrews	West Paris	40				
William Rolfe	West Paris	40				

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**8. ACTION ON MINUTES:**

**A. To see if the Board will vote to approve the minutes of the April 6, 2020 regular Board Meeting?**

<b>CERTIFICATION</b>						
<b>I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:</b>						
[check one box]						
<input type="checkbox"/> conducted as a public meeting with no Board members participating remotely; or						
<input type="checkbox"/> conducted through telephonic, video, electronic, or other similar means of remote participation,						
and that the Board's vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						
Motion: To see if the Board will vote to approve the minutes of the April 6, 2020 regular Board meeting?						
Made by: _____						
Seconded by: _____						
			Yes	No	Abst.	
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				
<b>Jared Cash</b>	<b>Norway</b>	54				

Stephen Cummings	Norway	54				
Christopher Miller	Norway	54				
Curtis Cole	Norway	54				
Kristin Roy	Otisfield	37				
Diana Olsen	Otisfield	37				
David Dunn	Oxford	46				
Stacia Cordwell	Oxford	46				
Ron Kugell	Oxford	46				
Gary Smith	Oxford	46				
Sarah Otterson	Paris	56				
Troy Ripley	Paris	56				
Scott Buffington	Paris	56				
Henry Raymond	Paris	56				
Judy Green	Waterford	34				
Barry Patrie	Waterford	34				
Natalie Andrews	West Paris	40				
William Rolfe	West Paris	40				

Signed : \_\_\_\_\_

Richard Colpitts, Secretary

**9. UNFINISHED BUSINESS:**

**A. To see if the Board will approve the following “Resolution to Authorize Lease Purchase of Energy Conservation and Air Quality Improvements at District Schools in Principal Amount Not to Exceed \$2,119,953.,” as recommended by the Operations Committee?**

**Note: The Operations Committee and Finance Committee will make recommendations.**

**RESOLUTION TO AUTHORIZE LEASE PURCHASE OF ENERGY CONSERVATION AND AIR QUALITY IMPROVEMENTS AT DISTRICT SCHOOLS IN PRINCIPAL AMOUNT NOT TO EXCEED \$2,119,953.**

Under and pursuant to the general laws of the State of Maine, including sections 1001, 1055, and 15915 of the Maine Revised Statutes, the School Board of Maine School Administrative District No. 17 (the “District”) hereby resolves as follows:

1. That, pursuant to section 15915 of Title 20-A of the Maine Revised Statutes, the Superintendent of Schools (the “Superintendent”) is authorized in the name and on behalf of the District to execute and deliver a performance contract with Siemens Industry, Inc. or its affiliate or designee, or such other energy services company as the District may select, to provide for an energy conservation and

related air quality improvements project at District schools, including without limitation HVAC, refrigerator/ freezer replacement and safety and security improvements at Oxford Hills High School, safety and security improvements at Guy E. Rowe Elementary School, Safety and security improvements at the Oxford Elementary School and heating upgrades at Otisfield Community School (the “Project”) at a total cost not to exceed \$2,119,953. provided that said performance contract is in form acceptable to the Superintendent and the District’s legal counsel (the “Energy Performance Contract”);

2. That the Superintendent is authorized and empowered in the name and on behalf of the District to do or cause to do all such other acts and things as may be necessary or desirable in order to effect the execution and delivery of the Energy Performance Contract in accordance herewith, and to execute such other documents and take such other actions as may in the Superintendent’s judgment may be necessary to effectuate the accomplishment of the Project, and any such prior action by the Superintendent is hereby ratified and confirmed;
3. That the Superintendent is authorized to arrange for lease purchase financing with such lease purchase financing company and on such terms as the Superintendent shall approve (the “Lessor”) in principal amount not to exceed \$2,119,953. to fund the Energy Performance Contract and costs of issuance, said approval to be conclusively evidenced by the execution and delivery thereof (the “Lease”);
4. That the Superintendent is authorized to execute and deliver an escrow agreement with the Lessor or its nominee, or with a third party financial or trust institution (the “Escrow Agreement”), if applicable, to hold funds in an escrow account pending disbursement for the Project, said Escrow Agreement to be on such terms not inconsistent with this Resolution as the Superintendent may approve, including without limitation a provision granting Lessor or third party financial or trust institution a security interest in the escrow account, said approval to be conclusively evidenced by the execution and delivery thereof;
5. That the Superintendent is authorized to designate the Lease, as applicable, as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”);
6. That the Superintendent is authorized to covenant on behalf of the District 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;
7. That the Superintendent is authorized to execute and deliver such tax certificates, arbitrage and use of proceeds certificates, and other documents and certificates as may, in the Superintendent’s opinion, be necessary or convenient to effect the transactions herein authorized, to be in such form not inconsistent with this Resolution as the Superintendent may approve, said approval to be conclusively evidenced by the execution and delivery thereof;
8. That the Superintendent and other appropriate officials of the District, acting singly, are authorized to execute and deliver on behalf of the Lessee such security agreements, UCC- 1 financing

statements, fixture filings, and other documents and certificates as may be required in connection with the Lease and Escrow Agreement;

9. That the Superintendent is authorized to covenant, certify and agree, on behalf of the District, for the benefit of the Lessee, that the District will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, to the extent applicable, are met;
10. That the Superintendent, in consultation with Bond Counsel, is authorized to implement written procedures with respect to the Lease for the purpose of (i) ensuring timely “remedial action” for any portion of the Lease that may become “non-qualified bonds,” as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the District’s compliance following execution of the Lease with the arbitrage, yield restriction, and rebate requirements of the Code and regulations thereunder;
11. That the Superintendent is authorized and empowered in the name and on behalf of the District to do or cause to do all such other acts and things as may be necessary or desirable in order to effect the execution and delivery of the Energy Performance Contract, Lease, and Escrow Agreement in accordance herewith, and to execute such other documents and take such other actions as may in the Superintendent’s judgment may be necessary to effectuate the accomplishment of the Project, and any such prior action by them is hereby ratified and confirmed;
12. That if the Superintendent is for any reason unavailable to, as applicable, approve, execute, or attest the Energy Performance Contract, Lease, Escrow Agreement, or any related financing documents, the person or persons acting in any such capacity, whether as an assistant, a deputy or otherwise, is authorized to act for such official with the same force and effect as if such official had herself/himself performed such act;
13. That the School Board hereby declares its official intent pursuant to Section 1.150-2(e) of the Income Tax Regulations that the District reasonably expects to use the proceeds of tax exempt financing to reimburse certain original expenditures from the District’s general fund that were made within 60 days prior to adoption of this Resolution or that are to be made after adoption of this Resolution, which original expenditures have been or will be incurred in connection with the Project; that the District reasonably expects that the maximum principal amount incurred by the District to finance the Project will not exceed \$2,119,953.; and that this declaration of official intent shall be kept in the permanent records of the District and shall be reasonably available for public inspection; and
14. 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

CERTIFICATION

I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:

[check one box]

- conducted as a public meeting with no Board members participating remotely; or
- conducted through telephonic, video, electronic, or other similar means of remote participation,

and that the Board's vote on this Resolution was taken by roll call as follows:

Weighted Voting Form

Maine School Administrative District 17

Oxford Hills School District Board of Directors

Motion: "Resolution to Authorize Lease Purchase of Energy Conservation and Air Quality Improvements at District Schools in Principal Amount Not to Exceed \$2,119,953".

Made by:

Seconded by:

			Yes	No	Abst.
<b>Al Lisowski</b>	<b>Harrison</b>	54			
<b>Kathy Laplante</b>	<b>Harrison</b>	54			
<b>Lewis Williams</b>	<b>Hebron</b>	25			
<b>Amanda Fearon</b>	<b>Hebron</b>	25			
<b>Jared Cash</b>	<b>Norway</b>	54			
<b>Stephen Cummings</b>	<b>Norway</b>	54			
<b>Christopher Miller</b>	<b>Norway</b>	54			
<b>Curtis Cole</b>	<b>Norway</b>	54			
<b>Kristin Roy</b>	<b>Otisfield</b>	37			
<b>Diana Olsen</b>	<b>Otisfield</b>	37			
<b>David Dunn</b>	<b>Oxford</b>	46			
<b>Stacia Cordwell</b>	<b>Oxford</b>	46			
<b>Ron Kugell</b>	<b>Oxford</b>	46			
<b>Gary Smith</b>	<b>Oxford</b>	46			
<b>Sarah Otterson</b>	<b>Paris</b>	56			
<b>Troy Ripley</b>	<b>Paris</b>	56			
<b>Scott Buffington</b>	<b>Paris</b>	56			
<b>Henry Raymond</b>	<b>Paris</b>	56			
<b>Judy Green</b>	<b>Waterford</b>	34			
<b>Barry Patrie</b>	<b>Waterford</b>	34			
<b>Natalie Andrews</b>	<b>West Paris</b>	40			
<b>William Rolfe</b>	<b>West Paris</b>	40			

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**10. NEW BUSINESS:**

- A. **To see if the Board will vote to approve the following changes to the FY 2019-20 School Calendar and to authorize the Superintendent to request a waiver to reduce the number of required student days by 7 days.**
  - a. **To make March 16 - 20, 2020 workshop days to prepare for remote learning.**
  - b. **To reschedule OHCHS graduation, if advised by state officials, from Saturday, June 13, 2020 to Sunday, June 21, 2020 at the Bridgton Twin Drive in Theater.**
  - c. **To make June 12, 2020 the last student day.**
  - d. **To Make June 15 - 16, 2020 teacher workshop days.**

CERTIFICATION						
I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:						
[check one box]						
<input type="checkbox"/>	conducted as a public meeting with no Board members participating remotely; or					
<input type="checkbox"/>	conducted through telephonic, video, electronic, or other similar means of remote participation,					
and that the Board's vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						
	Motion: To see if the Board will vote to approve changes to the 2020-2021 School Calendar?					
Made by:	Seconded by:					
			Yes	No	Abst.	
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				



Jared Cash	Norway	54				
Stephen Cummings	Norway	54				
Christopher Miller	Norway	54				
Curtis Cole	Norway	54				
Kristin Roy	Otisfield	37				
Diana Olsen	Otisfield	37				
David Dunn	Oxford	46				
Stacia Cordwell	Oxford	46				
Ron Kugell	Oxford	46				
Gary Smith	Oxford	46				
Sarah Otterson	Paris	56				
Troy Ripley	Paris	56				
Scott Buffington	Paris	56				
Henry Raymond	Paris	56				
Judy Green	Waterford	34				
Barry Patrie	Waterford	34				
Natalie Andrews	West Paris	40				
William Rolfe	West Paris	40				

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**B. To see if the Board will eliminate the IEP Coordinator position effective August 24, 2020.**

**Note: Personnel Committee will have a recommendation.**

<b>CERTIFICATION</b>						
I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:						
[check one box]						
<input type="checkbox"/>	conducted as a public meeting with no Board members participating remotely; or					
<input type="checkbox"/>	conducted through telephonic, video, electronic, or other similar means of remote participation,					
and that the Board's vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						

	Motion: To see if the Board will vote to eliminate the IEP Coordinator position?					
Made by:	Seconded by:					
			Yes	No	Abst.	
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				
<b>Jared Cash</b>	<b>Norway</b>	54				
<b>Stephen Cummings</b>	<b>Norway</b>	54				
<b>Christopher Miller</b>	<b>Norway</b>	54				
<b>Curtis Cole</b>	<b>Norway</b>	54				
<b>Kristin Roy</b>	<b>Otisfield</b>	37				
<b>Diana Olsen</b>	<b>Otisfield</b>	37				
<b>David Dunn</b>	<b>Oxford</b>	46				
<b>Stacia Cordwell</b>	<b>Oxford</b>	46				
<b>Ron Kugell</b>	<b>Oxford</b>	46				
<b>Gary Smith</b>	<b>Oxford</b>	46				
<b>Sarah Otterson</b>	<b>Paris</b>	56				
<b>Troy Ripley</b>	<b>Paris</b>	56				
<b>Scott Buffington</b>	<b>Paris</b>	56				
<b>Henry Raymond</b>	<b>Paris</b>	56				
<b>Judy Green</b>	<b>Waterford</b>	34				
<b>Barry Patrie</b>	<b>Waterford</b>	34				
<b>Natalie Andrews</b>	<b>West Paris</b>	40				
<b>William Rolfe</b>	<b>West Paris</b>	40				

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**C. To see if the Board will create two Special Education Coordinator positions.**

**Note: These positions would not be filled until funds are appropriated through the FY 2021 Budget approval process.**

**Note: Personnel Committee will have recommendation**

**CERTIFICATION**

**I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:**

[check one box]

- conducted as a public meeting with no Board members participating remotely; or
- conducted through telephonic, video, electronic, or other similar means of remote participation,

**and that the Board's vote on this Resolution was taken by roll call as follows:**

**Weighted Voting Form**

**Maine School Administrative District 17**

**Oxford Hills School District Board of Directors**

Motion: To see if the Board will vote to create two Special Education Coordinator positions?

Made by:

Seconded by:

			Yes	No	Abst.
<b>Al Lisowski</b>	<b>Harrison</b>	54			
<b>Kathy Laplante</b>	<b>Harrison</b>	54			
<b>Lewis Williams</b>	<b>Hebron</b>	25			
<b>Amanda Fearon</b>	<b>Hebron</b>	25			
<b>Jared Cash</b>	<b>Norway</b>	54			
<b>Stephen Cummings</b>	<b>Norway</b>	54			
<b>Christopher Miller</b>	<b>Norway</b>	54			
<b>Curtis Cole</b>	<b>Norway</b>	54			
<b>Kristin Roy</b>	<b>Otisfield</b>	37			
<b>Diana Olsen</b>	<b>Otisfield</b>	37			
<b>David Dunn</b>	<b>Oxford</b>	46			
<b>Stacia Cordwell</b>	<b>Oxford</b>	46			
<b>Ron Kugell</b>	<b>Oxford</b>	46			
<b>Gary Smith</b>	<b>Oxford</b>	46			
<b>Sarah Otterson</b>	<b>Paris</b>	56			
<b>Troy Ripley</b>	<b>Paris</b>	56			
<b>Scott Buffington</b>	<b>Paris</b>	56			
<b>Henry Raymond</b>	<b>Paris</b>	56			
<b>Judy Green</b>	<b>Waterford</b>	34			
<b>Barry Patrie</b>	<b>Waterford</b>	34			
<b>Natalie Andrews</b>	<b>West Paris</b>	40			
<b>William Rolfe</b>	<b>West Paris</b>	40			

Signed : \_\_\_\_\_

**Richard Colpitts, Secretary**

**D. To hear a presentation by Superintendent Colpitts on the Budget Committee’s recommended FY 21 School Budget.**

**Note: The Budget Committee adopted their budget at their April 29th budget meeting.**

**11. QUESTIONS/COMMENTS FROM THE BOARD.**

**12. ADJOURNMENT.**

CERTIFICATION						
I certify that the May 4, 2020 meeting of the MSAD 17 School Board was:						
[check one box]						
<input type="checkbox"/>	conducted as a public meeting with no Board members participating remotely; or					
<input type="checkbox"/>	conducted through telephonic, video, electronic, or other similar means of remote participation,					
and that the Board’s vote on this Resolution was taken by roll call as follows:						
Weighted Voting Form						
Maine School Administrative District 17						
Oxford Hills School District Board of Directors						
	Motion: To see if the Board will vote to adjourn the May 4, 2020 regular Board meeting?					
Made by:	Seconded by:					
			Yes	No	Abst.	
<b>Al Lisowski</b>	<b>Harrison</b>	54				
<b>Kathy Laplante</b>	<b>Harrison</b>	54				
<b>Lewis Williams</b>	<b>Hebron</b>	25				
<b>Amanda Fearon</b>	<b>Hebron</b>	25				
<b>Jared Cash</b>	<b>Norway</b>	54				

Stephen Cummings	Norway	54				
Christopher Miller	Norway	54				
Curtis Cole	Norway	54				
Kristin Roy	Otisfield	37				
Diana Olsen	Otisfield	37				
David Dunn	Oxford	46				
Stacia Cordwell	Oxford	46				
Ron Kugell	Oxford	46				
Gary Smith	Oxford	46				
Sarah Otterson	Paris	56				
Troy Ripley	Paris	56				
Scott Buffington	Paris	56				
Henry Raymond	Paris	56				
Judy Green	Waterford	34				
Barry Patrie	Waterford	34				
Natalie Andrews	West Paris	40				
William Rolfe	West Paris	40				

Signed : \_\_\_\_\_

Richard Colpitts, Secretary

TO: BOARD OF DIRECTORS  
 FROM: Rick Colpitts, Superintendent of Schools  
 DATE: Monday, May 4, 2020

RE: SUPERINTENDENT'S UPDATE

1. ADMINISTRATIVE UPDATES:

2. TRANSFERS:

- Amy Irving transferred from Kindergarten at Oxford Elementary School to Grade 2 teacher at Waterford Memorial School effective the start of the FY 21 school Year.

- Tracy Morin, Math Coach at Guy E. Rowe Elementary School to Grade 3 Teacher at Paris Elementary School effective the start of the FY 21 school year.

#### **RESIGNATIONS:**

- Jennifer Perry, Grade 4 Teacher at Guy E. Rowe Elementary School, 2 years, effective August 21, 2020.
- Adrienne Abramowitz, Grade 2 Teacher at Paris Elementary School, 2 years, effective June 30, 2020.
- Pamela Merz, Oxford Hills Middle School Librarian, 22 years, retiring June 30, 2020.
- Savannah Sessions, Elementary Librarian, 1 year, effective August 21, 2020.
- Opal Gardner, Food Service Manager at Harrison Elementary School, 22 years, retiring effective June 30, 2020.
- Emma Holden, Grade 5 at Guy E. Rowe School, 1 year, effective August 21, 2020
- Kevin Colby, Grade 3 at Paris Elementary School, 5 years, effective August 21, 2020.
- Meagan Morissette, Pre Kindergarten teacher, Agnes Gray School, Effective August 21, 2020
- Alyssa Morrison, Elementary Social Worker, Paris Elementary School, Effective August 21, 2020.
- Kelsey McCann, Grade 1 Teacher at Paris Elementary School, 1 year, effective August 21, 2020.
- Gail Taylor, District Bus Driver, 22 years, retiring effective May 11, 2020.
- Nettie Daniels, Food Service, 32 years, retiring effective June 30, 2020.

#### **3. ENCLOSURES:**

- 3.1 Minutes from Operations and Budget Committees
- 3.2 January, February and March 2020 OHMS Behavior Reports
- 3.3 Staff letter concerning school closing

4. The District budget meeting and referendum vote have been delayed under the Governor's civil emergency declaration. The Budget hearing is now tentatively scheduled for June 30, 2020 and the referendum vote is scheduled for July 14, 2020. We do not know what social distancing rules will be mandated for the budget hearing and are awaiting guidance from legal counsel and the Governor's office. The Budget Committee has completed their budget recommendation and their proposal will be introduced to the full Board at the May 4th Board meeting. The Board will be asked to approve the FY 2021 budget at its June 1, 2020 meeting.
5. There are several changes to the current school calendar being proposed. The intent of the changes are to provide time for teachers to write narrative summaries of student accomplishments during the period of remote learning and to allow for the possibility of moving the graduation ceremony to the Bridgton drive in movie complex. If approved, the last student day would be Friday, June 12. Monday and Tuesday, June 15 and 16 would be set aside for teachers to write narratives of student progress. If the traditional graduation ceremony is not permitted under civil emergency guidelines, the graduation ceremony would be moved to the Bridgton Drive In Theater on Sunday night, June 21.

The change in venue would permit each student one family car admission and the opportunity to watch students and guest speakers as well as allow each student to be celebrated in their cap and gown picture along with noted important milestones. The Commissioner has been asked to waive the 5 student days in March used to develop remote learning plans and the two student days in June used to write narrative reports.

6. I have enclosed the last letter that was sent to staff concerning the likelihood of a continuation of remote learning through the end of the current school year. The sprint that we were engaged in during March and early April has now become a marathon. Heather Manchester has been working diligently with administrators and teacher leaders to develop some integrated community based units that can become part of an archive to document this period of time in our history. The staff continues to work diligently on providing learning opportunities and to remain connected with students. Food services continue to provide five days of breakfast and lunch to students and their families weekly. Bus drivers continue to deliver the meals with support from support staff and food service staff.
7. The State is providing some Chromebook laptops and wireless devices to each school in an effort to increase student access to devices during the period of remote learning. We are expecting delivery of 325 devices to achieve this goal. These devices will be retained by SAD 17 after the pandemic and will be used to replace district devices that were damaged or no longer working during the remote learning phase.
8. The District will be eligible to receive about \$800,000. under the federal CARES Act. The funds will be used to reimburse unanticipated COVID 19 related expenses and to address learning gaps that may exist as a result of a prolonged period of remote learning.
9. The District is hoping to be able to offer some form of summer school in August to targeted small groups of students. Our ability to provide programming will be subject to the restrictions imposed by the Governor's civil emergency declarations. It is premature at this time to anticipate what groups will be targeted and where and how the services will be offered.
10. District facilities will remain closed through May 31 as directed by the Governor's civil emergency order. We are arranging for families to pick up student possessions and for teachers to clean out their classroom by the end of May. This will allow district custodians to begin the deep cleaning that normally occurs over the summer early.
11. You will find the proposed energy performance contract is back on the agenda. The Operations Committee met with Siemens and pared down the original proposal from 3.5 million to 2.1 million. The Committee voted unanimously to proceed with the pared down project. The scope of the revised plan now includes replacing one HVAC unit at the high school, the main kitchen refrigerator/freezer, inefficient transformers and providing a limited renovation to the lobby to improve security. The plan replaces a condemned boiler at the Otisfield School, and makes minor improvements to the lobbies of the Oxford Elementary School and Guy E. Rowe School to improve security. The proposal also makes needed repairs to the Central Office heating system. The District received 3 bids for financing that the Finance Committee will review on May 4. The lowest of the bids is from Bank Of America for 2.65%. The first payment for Phase 6 would not occur until FY 22 and would have no impact on the FY 21 budget. There are two locally funded projects debts that expire at the end of FY 21 so the debt incurred by Phase 6 will have a neutral impact on the FY 22 budget.

- 12. The athletic department wanted to find a way to celebrate senior athletes graduating this year. Thanks to a generous donation, a banner of each senior athlete is being created and will be posted in the community for the public to see. Seniors will be able to keep the banner after the posting period ends.**
  
- 13. It is important to acknowledge the ongoing efforts of our entire staff during this period of remote learning. I have been privileged to witness the many creative and imaginative ways our staff employs to maintain student engagement and provide opportunities for learning. What seemed unsurmountable one month ago has turned into a daily expectation. This transition did not happen easily and its success is completely attributed to our staff. They dared to accept the challenge and have raised the bar for us all. One of the latest initiatives developed by our staff is a community wide integrated project entitled: “*What do we want our descendents to know about our community during the Spring of 2020?*”. Students will be able to contribute an artifact to a digital archive of our experiences, learnings, feelings, and connections during the Spring of 2020. The archive will include writings, photographs, artwork, texts, and interviews from students from each school and potentially members of our community. We will explore the creation of a time capsule at each school with physical artifacts, if and when it becomes safe to do so. Each student will be able to choose one artifact to submit to our archive.**