

BROOKLIN SCHOOL COMMITTEE

Tuesday, December 13, 2016, at 6:00 p.m.

Brooklin School

Regular Meeting Minutes

Board Members Present: Paige Morse, Frank Bianco, Emily Stribling, Libby Chamberlain, Mike Sealander

Staff Present: Christian Elkington, OJ Logue, Halina Nawrot, Sharon Thoner, Rebecca Turner-Tapley, Johanna Gray-Fill, Rebecca Courtot, Ben Moss

Guests: Robert Courtot, Sarah Cole, Jodie Schneider

1. Call to Order and Declaration of a Quorum

Chair Morse called the meeting to order and declared a quorum at 6:00 p.m.

2. Approval of the Agenda

Postponement of Discussion Item 6 A. DISHS Program presentation until February or March.

Replace the item with a Bus Mileage Update

Motion: Mike Sealander to approve the agenda as amended.

Second: Frank Bianco

Vote: 5/Y, 0/N.

3. Approval of the minutes of the November 7, 2016 meeting.

Motion: Frank Bianco to approve the minutes of the November 7, 2016 meeting.

Second: Mike Sealander

Vote: 5/Y, 0/N.

4. Citizen Comments

Robert Courtot asked to be able to comment during budget discussion.

5. Reports

A. Principal

Halina Nawrot distributed a written report prior to the meeting. She highlighted: There have been many good events going on in the school including the book fair, family lunch, math family night, a school trip to Cirque Mechanics' Pedel Punk, a performance of Charlotte's Web at The Reach, and the wax Museum. Mrs. Hall attended a STEM conference and Mrs. Tapley attended a symposium on better ways to incorporate things in the classroom. Mr. Moss continues to create tutorial videos for teachers. He will be establishing a technology committee. Ms. Higgins is receiving training in Google docs. Upcoming events include the Open House and Winter Concert and Friday is an early release day.

B. Director of SPED

OJ Logue distributed a written report. He noted the challenges they face with grants and state reporting. Brooklin is not involved in the reporting problems at this time. There is carry over money that we could draw on for a year. In Brooklin special ed. student numbers are decreasing. There are presently 11 K-8 special education student and 1 student in 9-12. There are also approximately 7, K-8 Title I students. There is only one Section 504 student at this time. He has submitted a waiver for the gifted/talented program. Concerns were raised and questions were asked on why our % of students seemed high. Discussion held on the

special education, Title I and Section 504 programs and students. Discussion also held on the gifted/talented identification process.

C. Superintendent

The Superintendent noted that the carryover funds for all three districts will be used for RTI training. We have received the MEA assessment results. He is working on compiling data from the last three years and hopes to share at the first meeting in January.

6. Discussion Items

A. Bus Mileage Update

The Superintendent reviewed a bus mileage report. We are keeping close track on the mileage. Frank Bianco noted in the past there have been oversight issues. He is very glad the bus mileage is being monitored more closely.

B. Enrollment and Tuition Policy (JFAB) Plan Update

The Superintendent distributed information from the attorney who reviewed the policy. The attorney made some suggestions for wording changes and consistency throughout the document, but wants to meet again to review. Discussion held on the policy changes. The policy will be reviewed again at the next meeting.

C. 17-18 Technology Requests Review – Ben Moss

Ben Moss reviewed the previous year's technology budget. He proposed the following for the 2017-18 budget:

Hardware in need of updating \$3,200

Network Upgrade – we have consumer grade hardware. He is looking at making an upgrade and may use E-rate funds which would allow us to recover up to 80% of the funds.

Approximately \$2,700

K-6 computers – MLTI lease price based on projected number of students for next year
\$6,000

Software - \$5,000

Adobe Creative Cloud – the PTF has donated \$1000 toward this, the balance will need to be found within the expense. The key to this program will be training for the staff. Libby Chamberlain commented that this is a pretty high end program which she feels is not really designed for elementary students.

The technology club needs new hardware for projects. Consumables and repairs will be the same as last year.

Discussion held on the technology needs.

D. 2017-2018 Budget

a. Review of 1st Draft of 17-18 proposed budget

i. Review of draft

The Superintendent indicated that overall the budget is presently up 1.75%, but that he is still reviewing and double checking contract numbers, state projections and needs. This includes a placeholder increase in salaries for the teachers and staff of 2.5%. We have also put in an 8% increase placeholder for health insurance. We have built in \$100,000 in carryover. Last year we used \$200,000 and so could mean an increase in what is paid by

taxpayers. We should receive the audits soon so that we have more firm numbers.
Discussion held on carryover amounts.

ii. Possible position changes

Proposed numbers of staff were reviewed. There may be a reduction of one educational technician position and a reduction in music instruction time. There may be some additional guidance/SW time depending on a contractor. The Librarian position is planned to be reduced by 4 ½ hours a week.

iii. Overall increases and decreases

Currently, the 8th grade students are undecided on their school choice. The pro-rate numbers from the newly approved central office budget have not been included in this version of the budget. It is proposed to wait a year to do the next piece of the building project.

Mike Sealander questioned the amount we spent on legal services.

b. Budget Development Meeting plan

The Superintendent noted the next regular meeting is January 10. Discussion held on holding an additional budget meeting on January 18 or 19.

The Superintendent and the Principal will review suggested elective program. The superintendent will also review other possible adjustments to the budget, based on comments and questions from the board and have an adjusted draft for the next meeting.

7. Action Items

A. Superintendent's Discussion with Union 93

The Superintendent reported that he spoke with the Union 93 Superintendent. Mr. Hurvitt indicated that Union 93 is willing to have a conversation with Brooklin about their joining them, but that they need a proposal. Mike Sealander noted the Board needs to come to a consensus as a Board before they look any further into this. That they would need to budget working with a consultant on this topic. Discussion held on forming a committee to look into what would be in the best interest of The Brooklin School, but to return to this.

B. Policy

a. Food Allergies policy 2nd reading

No changes were made to the policy.

**Motion by Sealander, second by Stribling to approve the Food Allergies policy.
Vote: 5/Y, 0/N.**

8. Executive Session pursuant to 1 M.R.S.A. §405(6)(D) Negotiations

Motion by Bianco, second by Stribling to enter into executive session pursuant to 1 M.R.S.A. §405(6)(D) Negotiations at 8:55 p.m. Vote: Participating: Paige Morse, Mike Sealander, Emily Stribling, Frank Bianco, Libby Chamberlain, and Christian Elkington.
Returned to regular session at 9:22 p.m.

9. Communications

10. Adjournment

Motion: Emily Stribling to adjourn the meeting at 9:23 p.m.

Second: Frank Bianco

Vote: 5/Y, 0/N.

Respectfully submitted,

A handwritten signature in cursive script that reads "JoAnna Haskell".

JoAnna Haskell

Secretary