

# DEER ISLE-STONINGTON CSD SCHOOL BOARD

Launching Life Long Learners and Responsible Citizens

## REGULAR MEETING

Deer Isle-Stonington High School

Tuesday, December 6, 2016 – 5:30 PM

Board Members Present: Stephen York, Skip Greenlaw, Jane Osborne, Loring Kydd, Elizabeth Steele

Staff: Christian Elkington, OJ Logue, Carla Magoon, John Dow, Lynne Witham, Linda Weed, Jennifer MacDonald, Leslie Billings, Betsy Woodward, John Lincoln

Guests: Monique Labbe, Duke Shepard, Bill Shepard, Heidi Shepard, Bob Dodge, Dana Mark

1. Call to Order and Declaration of a Quorum

Chair York called the meeting to order and declared a quorum at 5:30 p.m.

2. Moment of Silence

A moment of silence was observed.

3. Introductions

4. Approval of the Agenda

Move Agenda items 10. To after Item 6 and items 9.1.1, 9.1.2 and 9.1.3 to after item 10.

Addition of an Executive Session pursuant to 1 M.R.S.A. §405(6)(A) Employment

**Motion by Greenlaw, second by Osborne to approve the agenda as amended. Vote: 5/Y, 0/N.**

5. Approval of the minutes of the November 1 and November 8, 2016 meeting.

**Motion by Greenlaw, second by Kydd to approve the minutes of the November 1, 2016 meeting as written. Vote: 5/Y, 0/N.**

**Motion by Greenlaw, second by Osborne to approve the minutes of the November 8, 2016 meeting as written. Vote: 5/Y, 0/N.**

6. Citizens Comments

Bill Shepard questioned if there is any timeline for repairing the boys' bathrooms. The Superintendent indicated that they are to be completed over Christmas break.

7. Executive session pursuant to 1 M.R.S.A. §405(6)(A) Employment

**Motion by Greenlaw, second by Perez to enter into executive session pursuant to 1 M.R.S.A. §405(6)(A) Employment at 5:40 p.m. Participating: Stephen York, Skip**

Greenlaw, Jane Osborne, Loring Kydd, Liz Perez, Christian Elkington, Jennifer MacDonald, Linda Weed, Betsy Woodward. Returned to regular session at 6:18 p.m.

## 8. Action Items

### 8.1.1 DISES Art – Hilary Tobin

The Superintendent indicated that Hilary Tobin is expecting her first child and is asking for a leave of absence from January 3, 2017 to the end of the school year. She will return to her teaching position at the beginning of the 2017-18 school year. The Superintendent recommends this leave.

**Motion by Greenlaw, second by Perez to approve the leave of absence. Vote: 5/Y, 0/N.**

### 8.1.2 DISES Middle School Social Studies – Mary Rees-Nutter

The Superintendent indicated that Mary Rees-Nutter is requesting a leave of absence from January 3, 2017 until the beginning of the third trimester, March 20, 2017 to care for her aging parents. The Superintendent recommends approval of this request. Skip Greenlaw noted that the negotiated agreement allows for only 3 teachers to be on leave at one time. While he is sympathetic to the situation, he will be voting against the motion.

**Motion by Osborne, second by Perez to approve the request. Vote: 4/Y, 1/N (Greenlaw)**

### 8.1.3 DISES Grade 3-4 – Jenn MacDonald

The Superintendent indicated that Jenn MacDonald has been out on leave since the beginning of the school year. She is requesting a leave for the remainder of the year to care for her newborn child. She will produce medical evidence that this leave is necessary. The Superintendent is recommending supporting the leave.

**Motion by Greenlaw, second by Perez to conditionally approve the unpaid leave of absence provided sufficient documentation is provided to the Superintendent by December 22, 2016. Vote: 5/Y, 0/N.**

## 9. Reports

### 9.1 Student Representative's Report

No report.

### 9.2 Questions on Administration Reports

Jane Osborne noted for arts week there will be four groups of students working with the Reach Director and individuals from Opera House Arts. John Lincoln explained the program.

The Superintendent noted he continues to be impressed with the work being completed by Ms. Witham. There will be a large offering of courses in the spring. Ms. Witham reported that she has completed the State Report to receive the correct amount of funding. Loring Kydd noted that there will be a survey created and circulated throughout the community to see what offerings should be given.

Jane Osborne asked Ms. Magoon about the 8<sup>th</sup> graders participating in classes and activities at the high school. Carla reported on the areas in which the 8<sup>th</sup> graders are able to participate. A policy draft has been crafted to allow this to take place and will be forwarded to the Policy Committee for review.

The Superintendent reported that he met with the Stonington selectmen last night. He will be meeting with the Deer Isle selectmen this coming Thursday. He and Mr. West will be alternating writing articles for the newspaper each month. DI-S Headstart applied for and received a grant which will allow them to extend their hours and expand their program. Dr. Logue and the superintendent after consultation with Dept of Ed people in Augusta rewrote a grant for the use of Union carryover funds. That these funds will be used Union-wide to support student interventions and the RTI process.

Jane Osborne noted that the nature trail has reopened. Micky Flores will give a presentation at the January Meeting on the nature trail.

## 10. Discussion Items

### 10.1 Assistant Principal update and progress

The Superintendent noted that Mr. Dow has been doing his duties well. He provides good support for students, staff and community. Carla Magoon noted that he is proactive with parents and the students enjoy working with him. He finds ways to address issues using restorative justice. John Dow reported that working with this community has been the highlight of his career. He shared that the staff is working very hard to make the school a safe place for students. Skip Greenlaw questioned Restorative Justice next steps. John Dow reported that it is not about punitive consequences, but about restoring. i.e. Whom did you hurt and how will you make it right. It will be a slow and gentle curve, but there have been improvements in behavior. Loring Kydd noted he is a firm believer in Restorative Justice. This type of thinking will follow the students outside of school. The Superintendent indicated that they are thinking, as was shared last August, of adding a "planning room" where students can go to "cool off" before they explode and get into trouble.

Duke, Bill and Heidi Shepard all feel Mr. Dow is a great asset to the school.

## 10.2 Bus Mileage update and review

The Superintendent distributed a handout. He noted that the bus company is supplying mileage numbers. We should be using approximately 15,000 per month. Skip Greenlaw noted he appreciates that a better record system is in place, but is still concerned with overruns. The Superintendent indicated he too is concerned and will bring another update in February.

## 10.3 MEA Assessment Program changes and update

The Superintendent reported that the MEA Assessment tests changed again and that last year's scores were just recently received. He will have a breakdown of the scores for the January meeting. He explained that all of the testing information is now on one website that the public can go and look at. The building administrators can access all individual student information.

## 10.4 Union Budget Central Office Support

The Superintendent reported that concerns are being raised about the large increase to the proposed Union budget. That he understands those concerns, but in following the direction of the Union Board the position of business manager was put in to assist the superintendent with being more involved in the educational-side of the Union and each district.

## 10.5 2017-2018 Budget Development Process

The Superintendent noted that we need to develop a timeline for the 2017-18 budget process. He asked if the Board had any parameters that they wanted considered. Skip Greenlaw suggested keeping no increase in the budget. He is working on some figures from other schools as he is concerned with our high per pupil cost.

Jane Osborne noted there are several things in play that may need funding, i.e., behavioral initiatives, moving toward a CEO, activity in community. She feels the students with mental/physical needs should be the top priority. Discussion held on the psychological services which are being provided to students presently.

Liz Perez noted she would like to see an open forum before the budget process is started.

The Superintendent noted that what he is looking for is a format and calendar for planning and reviewing the budget so that discussion is transparent and opportunities for input are clear. He will work on a draft plan to share.

## 10.6 State Reporting Update

OJ Logue reviewed his report. He is reviewing Title I spending and professional development. He reviewed the challenges that we face as a school and district with multiple needs and move-ins which you can't plan for. He noted procedures have been put in place to make sure things are done correctly when it comes to reporting. We currently do not have a gifted/talented program and therefore he files a waiver for that. He reviewed the numbers of students in special education and 504 programs. The staff have received safety care and restraint training.

10.7 Policies – 1<sup>st</sup> Reading

- A. Application for Committee Members
- B. 9.06A Job Description: Assistant Cook
- C. 9.06C Job Description: Food Service Assistant
- D. 1.02 Deer Isle-Stonington CSD By-Laws

For policies A., B. and C. they will be action items at the next meeting. Policy 1.02 will be discussed again at the next meeting. Skip Greenlaw requested that a copy of the original By-Laws policy be provided for comparison.

11 Action Items:

11.4 Policies – Second Reading

- a. Hiring & Co-Curricular Hiring

**Motion by Greenlaw, second by Kydd to approve the Hiring and Co-Curricular Hiring policies. Vote: 5/Y, 0/N.**

- b. By-Laws

Removed from the agenda.

- c. Process for Policy Development

**Motion by Greenlaw, second by Perez to approve the Process for Policy Development policy. Vote: 5/Y, 0/N.**

- d. Board Standing Committees

**Motion by Kydd, second by Osborne to approve the Board Standing Committee policy.**

Skip Greenlaw expressed concern that all members of a committee should be voting members. Discussion held on the committee membership.

**Motion by Greenlaw, second by Osborne to table the policy until the next meeting. Vote: 5/Y, 0/N.**

11. Communications

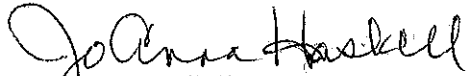
12. Executive Session pursuant to 1 M.R.S.A. §405(6)(D) Negotiations.

**Motion by Greenlaw, second by Perez to enter into executive session pursuant to 1 M.R.S.A. §405(6)(D) Negotiations at 7:58 p.m. Vote: 5/Y, 0/N.** Participating: Stephen York, Skip Greenlaw, Jane Osborne, Loring Kydd, Liz Perez, Christian Elkington.  
Returned to regular session at 8:24 p.m.

13. Adjournment

**Motion by Greenlaw, second by Perez to adjourn the meeting at 8:26 p.m. Vote: 5/Y, 0/N.**

Respectfully submitted,



JoAnna Haskell  
Secretary