

**RSU21 BOARD MINUTES  
MONDAY, DECEMBER 7, 2009  
KENNEBUNK TOWN HALL**

**Attendance:** Chairperson, Maureen King; Vice Chairperson, Tim Hussey (absent). Directors: Pam Richard-Wuerthner, Norm Archer, Bob Domine, Kevin Knight (absent), Art Leblanc, Leia Lowery (absent), Jack Reetz, John Sharood (left at 8:00,) James Smith, and Gayle Spofford. Student Representatives: John E. Price and Chloe Littell Simpson (absent).

**IV. BOARD SPECIAL REPORT**

**TECHNOLOGY – JASON SALTMARSH**

Mr. Saltmarsh presented a PowerPoint to the Board. He discussed elementary technology updates such as: Accelerated Reading, IXL Math, Brainpop, United Streaming, MLTI Macbooks for teachers, and Student access in labs with ed tech/teacher support. The middle school has had technology success with focused professional development, 21<sup>st</sup> Century Classrooms, Nonantum project and video conferencing, iMovie Awards Night, PowerSchool Portal, and the Apple Challenge. At the high school: ITGS, CAD (Computer Aided Drafting) lab, 25 Smartboards at KHS, MLTI Macbooks for teachers in year three, PowerSchool Portal (as of 11/9 – 529 students used PowerSchool and 181 parents). Mr. Saltmarsh discussed licensed software and various free programs that are now available. He has looked into money savings ideas such as Google for Education and other digital forms. He shared ideas about network storage solutions and off-site storage, wireless 802.11G and making it 5 times faster with a greater range, and an upgrades to ISP and WAN. He explained social networking using Facebook, Twitter and LinkedIn and the professional/personal blur that is created by this type of networking. He has looked at digital vs. textbooks and the potential savings and disruptive changes. He mentioned online choices for students and teachers, and some colleges are now offering online course work for free. Mr. Saltmarsh further explained, to reach computer based learning at all grade levels PK-12, one must have MLTI 'Free' 1:1, a strategic plan, involve the stakeholders, consult with the middle school, have a vision for the high school, there needs to be curriculum revisions, and teacher readiness with professional development planning, and economic advantages. To have laptops at the high school there must be long-term funding,

**V. CONSENT AGENDA ITEM(S)**

**A. Approval of November 16, 2009 School Board Minutes – MOTION MADE TO APPROVE THE MINUTES (MAUREEN KING), MOVED: (GAYLE SPOFFORD), SECONDED: (PAM RICHARD-WUERTHNER). VOTED: 9-0. STUDENT VOTE: 1-0.**

**VI. AGENDA ADJUSTMENTS**

**VII. OLD BUSINESS/COMMITTEE REPORTS**

**A. Facilities Committee** - The committee met on November 24, 2009. They held a special meeting for the sole purpose of meeting with Dan Cecil of Harriman Associates to discuss the facilities plan. The focus of the meeting was on the proposed communication plan. Future meetings will be televised and/or recorded for television. Dan Cecil will be at the December 10 Facilities Meeting and will present the proposed timeline/calendar for the process.

**B. Human Resources**

- 1. Facilities and Transportation Supervision** – Tom Maines resigned his position as Operations Manager. Superintendent Dolloff looked at several options to cover this position for the remainder of the school year. He recommends temporarily hiring people from within the district, one for transportation and one for maintenance. The person in maintenance will report to the business administrator, and the person in transportation will report to the assistant superintendent. This will cause savings for the district. At the end of the school year, the board will revisit the two supervisory positions and look for a permanent solution. Superintendent Dolloff said the applicants will be aware these positions are temporary. **MOTION MADE TO DIRECT THE ADMINISTRATION TO ADVERTISE FOR INTERIM SUPERVISORY POSITIONS FOR MAINTENANCE AND TRANSPORTATION (MAUREEN KING), MOVED: (BOB DOMINE), SECONDED: (JIM SMITH). VOTED: 9-0. STUDENT VOTE: 1-0.**
- 2. Superintendent Evaluation System** – The committee discussed the superintendent evaluation system. This year, the quarterly review of the superintendent will be in January, being both the first year of the RSU and Superintendent Dolloff's his first year as superintendent. Section G Personnel Policies have been reviewed, by the Policy Committee, and several have been held over for further review and clarification. **MOTION MADE TO ACCEPT THE SUPERINTENDENT EVALUATION AND RUBRIC SYSTEM FOR THIS YEAR, WITH PERFORMANCE GOALS, AND TO MAKE ADJUSTMENTS TO THE SYSTEM IF NECESSARY (MAUREEN KING), MOVED: (PAM RICHARD-WUERTHNER), SECONDED: (NORM ARCHER). VOTED: 9-0. STUDENT VOTE: 1-0.**

Director Reetz asked to take under consideration the evaluation of labor relations performance. Chairperson King said the committee will take this under consideration.

**C. Finance Committee** – Minutes from the October 23, 2009 and November 17, 2009 meetings were included in the backup.

- 1. Curtailment Response** – Superintendent Dolloff reported that \$883,392 will be cut from the RSU21 General Purpose Aid during the school year. The \$883,392 will be taken from unanticipated revenues in Special Services of \$227,100; adjusted expense lines - contracted services (lobbyist), \$15,000; contingency line (school accounts), \$100,000, and fuel contingency,

\$75,000; tuition (out-of-district placement for special services), \$245,000; supply lines (schools, facilities, central office, technology), \$221,292; total - \$883,392. **MOTION TO ACCEPT THE CURTAILMENT PLAN DEVELOPED BY SUPERINTENDENT DOLLOFF (GAYLE SPOFFORD), SECONDED: (JIM SMITH). VOTED: 8-0. STUDENT VOTE: 1-0.**

**2. Budget Process** – Director Reetz reported that the Finance Committee is working on recommendations on the budget process to bring to the Board. A format has been put together so the board can look at major variables in a three year budget plan. There will be a formal vote of the Board, on their priorities, at the December 21 Budget Meeting.

**D. Policy Committee** - Changes to the Agenda and Public Participation policies were suggested by the Communications Committee. A public comment section will be added to the agenda and supporting changes will be made to the Public Participation Policy. There is a first reading of Section G; BEDB-Agenda, and BEDH – Public Participation at Board Meetings. GBE – Professional Obligations and GCRD – Tutoring have been removed for the time being. **MOTION TO ACCEPT THE ABOVE POLICIES FOR A FIRST READING (MAUREEN KING), MOVED: (GAYLE SPOFFORD), SECONDED: (JACK REETZ). VOTED: 8-0. STUDENT VOTE: 1-0.**

**E. Communication Committee** – Director Archer reported the committee discussed a succession type of school board and pointed out that leadership was not thoroughly covered at the board retreat. Chairperson King suggested that the board look at the election of board leadership and make recommendations, especially if there is to be a change by the end of March. The committee would like better communication with Thornton Academy Middle School.

**F. Education Foundation** – Superintendent Dolloff updated the Board on the recently held Education Foundation Leadership Retreat. There will be a celebration night on January 28<sup>th</sup> at the Coastal House and information on this event will be coming out soon.

Director Richard-Wuerthner reported that the Education Foundation was going to meet with the Arundel PTA on Wednesday.

**G. Strategic Planning** – The committee met to discuss the future of students and the core beliefs of the district. They believe education must be an active partnership among students, parents, educators and all members of the community. The committee worked with Duke Albanese and Great School Partnerships to design a public forum. The committee is ready to go public and gather feedback and input for the Strategic Plan. A date for a public forum will be decided on soon.

**H. Legislative Contact** – A board member needs to be elected as a legislative contact person. **MOTION TO APPOINT MAUREEN KING AS THE LEGISLATIVE CONTACT PERSON (JIM SMITH), SECONDED: (GAYLE SPOFFORD). VOTED 8-0. STUDENT VOTE: 1-0.**

**VIII. NEW BUSINESS**  
**none at this time**

**IX. UPDATE FROM SCHOOL BOARD CHAIR**  
Congratulations to Student Representative, John E. Price for making Eagle Scout.

**X. COMMUNICATIONS FROM THE SUPERINTENDENT OF SCHOOLS**  
Superintendent Dolloff reported on the resignation of the secretary to the assistant director of special education, the plan is to reorganize personnel currently employed with RSU21 to fill this position. Some of the communication measures Superintendent Dolloff has been working on include the almost complete RSU21 website design, a monthly newsletter posted on the website, an active AlertNow system that is now reaching more than 90% of parents, a superintendent's blog that is linked to the website, and a press release system is up and running.

Assistant Superintendent Manuel is in the process of getting to know the Mildred L. Day School staff and analyzing all the test score data. The Board had asked about raising test scores at Mildred L. Day School. Superintendent Dolloff and Assistant Superintendent Manuel have discussed the process of analyzing the similarities and differences in the curriculums, and pointed out this will take time. Both Superintendent Dolloff and Assistant Superintendent Manuel believe that relationships need to be built before sustainable change can be made. The MEA no longer exits, the NECAP is now used and the results from that testing will be back in January. The NECAP only tests math and reading at this time. All schools use EveryDay Math, but Mildred L. Day School has an older version that will be updated this year. In the future there will be intensive review of curriculum, observing classes and using the data gathered to improve instruction. The AD Team is looking at strategies to measure with excellent schools, and will share this information with the Board and the Strategic Team.

**XI. EXECUTIVE SESSION**  
**AT 9:35 P.M. A MOTION WAS MADE TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING LABOR CONTRACT NEGOTIATIONS BETWEEN THE BOARD OF EDUCATION AND THE TEAMSTERS UNION AND THE TEACHER'S ASSOCIATION PURSUANT TO 1 MRSA (405) (6) (D) (MAUREEN KING), MOVED: (JACK REETZ), SECONDED: (JIM SMITH). VOTE 8-0. STUDENT VOTE: 1-0.**

**XII. ADJOURNMENT**  
**THE BOARD CAME OF OUT EXECUTIVE SESSION AT 9:50 PM. AND NO MOTIONS WERE MADE.**

**A MOTION WAS MADE TO ADJOURN AT 9:50 P.M. (JIM SMITH), SECONDED: (GAYLE SPOFFORD). VOTED: 8-0. STUDENT VOTE: 1-0.**

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Attest

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