

RSU BOARD MEETING
MONDAY, SEPTEMBER 21, 2009
KENNEBUNKPORT, FIRE STATION

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

IV. BOARD WORKSHOP TOPIC

Board Logistics

1. Role of the Board – Policy BBA –

Director Domine would like to see a more efficient budget process. Director Archer would like data available well before a budget meeting. Chairperson King suggests the Finance Committee discuss how the budget should be presented to the board.

a. Authority of Members – BBAA – Superintendent Dolloff explained that Board members have authority as a body and not as individual members. Chairperson King reiterated board members do have individual authority when charged by a committee with a task that is then reported back to the board.

a. Relations with Superintendent and other personnel – BHC – Superintendent Dolloff reported that school boards, especially in Maine, tend to interact with employees more than the policy states. It is written in the policy that board staff interaction funnels through the superintendent and then to staff. Superintendent Dolloff and the Administrative Team are currently comfortable with the interaction between the board and staff. Superintendent Dolloff would like board committee chairs to copy him when information is sent to staff.

2. Role of the Student Members – Policy BBBH – Superintendent Dolloff met with John Price, student school board representative, about his level of comfort and sense of value as a board member. John said he did feel valued and board supported when he participated. He explained he is on the board to represent the students of the district and give their perspective. He does not feel the board should specifically seek him out, at a meeting, but he will answer questions. John does not feel the need for a student update at board meetings. There will be student board members on school board committees.

2. Role of the Officers of the Board –

a. Chair and Vice-Chair – BDB – are the officers of the board, and the superintendent is the secretary.

a. Parliamentarian – BEDD – is a separate policy and is appointed by the board chair. The parliamentarian oversees the procedural rules for the meeting (Robert's Rules of Order). Director Archer asked about term limits of board officers. Chairperson King explained there are no term limits in the State of Maine; only the legislature can set term limits. The three year board term is part of the education law. Director Domine and Spofford would like a review of the policy to determine the governance of the board. The Policy Committee is working on this, and will report back to the board by the March deadline. When there is a vacancy on the board, the state law allows the town selectmen to fill the vacancy until the next town wide election. There was a discussion on the moderator as board chair versus a political board.

3. Committee Structure and Operation

a. Standing Committees – BDE – Superintendent Dolloff was asked to clarify the role of the standing committees.

i. Finance – BDEA – Superintendent Dolloff would like to see this committee create a more concise overview of the budget during budget season. Director Sharood would like to see more discussion on staffing, which is 80% of the budget, because it is more appropriate for themes for the upcoming year. Director Spofford would like to see board discussion on programs not employees. Director Domine suggested a master list of the entire district to include current programs. This list would allow the board to check on changes and to discuss all programs in a philosophical way prior to fashioning a budget at the building level. It was suggested; the Administrative Team decides on an education strategy for the coming year and brings that to the board without numbers. Superintendent Dolloff said the joint Finance/Facilities Meeting worked well because there was a purpose and a direction to that meeting. Director Sharood said the Finance Committee will do an analysis to help the board discuss what the community can afford; this will also give the Administrative Team a budget range they can work with efficiently. There was a discussion on a zero based budget and a multi-year budget. Superintendent Dolloff said when it comes to committee work; the board should trust their committee members.

- i. Facilities – BDEC
- i. Human Relations – BDED
- i. Policy – BDEB
- b. Advisory Committees/Ad Hoc Committees** – Listed below are community committees and not school board committees.
 - i. Curriculum – IGF
 - i. Communications
 - i. Technology
 - i. Building and District Advisory –BDF
 - i. Strategic Planning
 - i. Prevention Activities Team
 - i. Energy

There are applications for committee volunteers available online at www.rsu21.net.

4. Meeting Format

- a. Schedule – BEA
- a. Agenda – BEDB

Director Lowery, due to a work situation, can't be at board meetings until 8:00 p.m. She would like the business board meetings to begin at 7:30 p.m. instead of 7:00 p.m. Director Domine assumes the board will not be living forever with a two meeting a month model. **MOTION: (GAYLE SPOFFORD) TO START THE BUSINESS MEETING AT 7:30 P.M. WHILE MAINTAINING THE 10:30 END TIME. THE WORKSHOP MEETINGS WILL REMAIN AT 7:00 P.M. THIS WILL BE REVIEWED AT THE END OF EACH QUARTER, SECONDED: (PAM RICHARD-WUERTHNER). VOTE: 9-0 (JOHN SHAROOD LEFT AT 8:30 P.M.). STUDENT VOTE: 1-0 (CHLOE LITTELL-SIMPSON ABSENT).**

The Arundel meeting room is not available for School Board Meetings. Superintendent Dolloff will check out the Mildred L. Day School for a School Board Meeting location.

V. CONSENT AGENDA ITEM(S)

A. Approval of September 14, 2009 School Board Minutes. MOTION: TO APPROVE AS PRESENTED (JACK REETZ), SECONDED: (BOB DOMINE). VOTE: 9-0. STUDENT VOTE: 1-0.

Superintendent Dolloff asked that the minutes be shortened to standard board minutes and not a transcript account of the meeting. The board agreed.

VI. OLD BUSINESS

A. Education Foundation Update – Director Hussey not available to update.

B. Policy Committee Update – MOTION: (MAUREEN KING) ENTERTAINED A MOTION TO APPROVE THE POLICIES LISTED BELOW FOR A SECOND READING, MOVED: (NORM ARCHER), SECONDED: (LEIA LOWERY). VOTED 9-0. STUDENT 1-0.

Second Readings for the following policies:

- Enrollment Assignments to Specific Schools K-5 – JCA
- Substance Abuse Policy – JICH
- Athletics & Activities Substance Abuse Policy – JJIE
- Physical Examination – JLCA
- Physical Examination Regulations – JLCA-R
- General Duties – CB
- Superintendent Job Descriptions – CB-R
- Evaluation of Superintendent – CBI
- Authority – CC
- Delegation of Authority – CCB
- Responsibility of Employees – CCBA
- Team Leaders and Department Heads – CF
- Principals – General Duties – CFA-R
- Improvement of Instruction: Principals – CFA-R
- Professional Responsibility of the Principal – CFA-R
- Emergencies: Principals – CFA-R
- Administration in the Absence of Policy – CHD

VIII. NEW BUSINESS

None at this time

IX. UPDATE FROM SCHOOL BOARD CHAIR

None at this time

X. COMMUNICATIONS FROM THE SUPERINTENDENT OF SCHOOLS

Mosquito spray will be available for students/athletes. The school grounds will be sprayed with pyrethrum, and abutters will be informed. Superintendent Dolloff will find out if additional school grounds, besides the athletic fields, will be sprayed.

XI. EXECUTIVE SESSION

The board decided there will be no Executive Session this evening.

XII. ADJOURNMENT

MOTION: (MAUREEN KING) ENTERTAINED A MOTION TO ADJOURN AT 9:05 P.M., MOVED: (JACK REETZ), SECONDED: (NORM ARCHER). VOTED: 9-0. STUDENT VOTE: 1-0.

_____ Attest _____