

Northern Penobscot Tech Region III is committed to providing all students with a quality education and technical training that prepares them for college and the workforce. Our safe and supportive school environment empowers students to achieve professional licenses and certifications to fulfill their unique potential in a chosen career.

**Northern Penobscot Tech Region III
Cooperative Board Meeting
Wednesday, July 25, 2012 - 6:30 p.m.**

AGENDA - Revised

- A. Call Meeting to Order by Chairperson**
- B. Approval of Minutes of the June 27, 2012 Meeting**
- C. Audience & Communications**
 - Don Raymond – presentation on Ethical Hacking
- D. Agenda Adjustments**
 - None
- E. Reports of Committees**
 - 1. Finance Committee – July 11, 2012
- F. Old Business**
 - None
- G. New Business**
 - 1. **Discussion and Possible Action to accept the hire of Tammy Kirsch as the new full-time Health Science Careers (RMA Track) Instructor.**
 - 2. **Discussion and Possible Action to accept the hire Nathan Anaya as the new full-time Public Safety (Firefighting) Instructor.**
 - 3. **Discussion and Possible Action to accept the hire of Timothy Peters as the new part-time Public Safety (Law Enforcement) Instructor.**
 - 4. **Discussion and Possible Action to accept or not accept the second reading to adopt policy:**
 - EBAA – Chemical Hazards

5. Discussion and Possible Action to accept or not accept the second reading to revise policies:

- DK – Payment Procedures
- DNA – Capital Assets and Other Assets

6. Discussion and Possible Action to accept or not accept the first reading to revise policies:

- ADAA – School System Commitment to Standards for Ethical and Responsible Behavior
- EBCA – Crisis Response Policy
- GBB – Staff Involvement in Decision Making
- GBN – Family and Medical Leave
- GBO – Family Care Leave
- GCOA – Evaluation of Professional Staff
- GCSA-R – Employee Computer and Internet Use Rule

7. Discussion and Possible Action to accept or not accept the first reading to rescind policy:

- GCN – Supervision and Evaluation of Professional Staff

8. The following policies were reviewed by the Policy Committee and no action was recommended.

- GBJ – Personnel Records and Files
- GCI – Professional Staff Development Opportunities
- GCOC – Evaluation of Administrative Staff
- GCSA – Employee Computer and Internet Use

H. Report of Director

H1. Report of Student Services Coordinator

I. Announcements

1. Finance Committee Meeting – August 8, 2012 @ 3:30 p.m. - **cancelled**
2. Policy Committee Meeting – August 22, 2012 @ 4:00 p.m.
3. Finance Committee Meeting – August 22, 2012 @ 5:30 p.m.
4. Cooperative Board Meeting – August 22, 2012 @ 6:30 p.m.

J. Adjournment

ADA Notice: If you have special needs that must be met to allow you to fully participate in this meeting, please call the office of the Director at 794-3004.

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**Northern Penobscot Tech Region III
Cooperative Board Meeting
Wednesday, August 22, 2012 - 6:30 p.m.**

AGENDA - REVISED

- A. Call Meeting to Order by Chairperson**
- B. Approval of Minutes of the July 25, 2012 and August 14, 2012 Meetings**
- C. Audience & Communications**
- D. Agenda Adjustments**
 - None
- E. Reports of Committees**
 - 1. Finance Committee – July 11, 2012
- F. Old Business**
 - None
- G. New Business**
 - 1. **Discussion and Possible Action accept the following as presented:**
 - **Student/Parent Handbook**
 - **Faculty Handbook**
 - **Applied Learning Projects Policy**
 - **Affirmative Action Plan**
 - 2. **Discussion and Possible Action to approve the 2012-13 Comprehensive School Calendar.**
 - 3. **Election of officers (Chair – Vice Chair).**
 - 4. **Elect a member to be the voting delegate for the MSMA Fall Conference at the August Civic Center on October 25 and 26, 2012.**

5. Discussion and Possible Action to approve the following Balance Sheet

Transfers from:

- Designated Natural Resources Reserve \$2,092.12
- Designated Boilers Reserve \$337.90

Transferred to:

- Designated Capital Roof Reserve

ALSO

Based on the 2012/2013 Budget

Transfers from:

- Undesignated Fund Balance \$25,000

Transferred to:

- Designated Capital Roof Reserve \$20,000
- Designated CDL Reserve \$5,000

[Transfer recommended to continue for next ten years]

6. Discussion and Possible Action to accept or not accept the second reading to revise policies:

- ADAA – School System Commitment to Standards for Ethical and Responsible Behavior
- EBCA – Crisis Response Policy
- GBB – Staff Involvement in Decision Making
- GBN – Family and Medical Leave
- GBO – Family Care Leave
- GCOA – Evaluation of Professional Staff
- GCSA-R – Employee Computer and Internet Use Rule

7. Discussion and Possible Action to accept or not accept the second reading to rescind policy:

- GCN – Supervision and Evaluation of Professional Staff

8. Discussion and Possible Action to accept or not accept the first reading to adopt policy:

- IHE – Region III Cable Television Channel
- IJNDB-R – Computer Internet Acceptable Use Policy Rules
- IJNDB-E1 – Computer Internet Acceptable User Agreement
- IJNDB-E2 – Computer Network/Internet – Parent Letter

9. Discussion and Possible Action to accept or not accept the first reading to revise

policies:

- ID – School Day
- IHBA-R – Program Review Procedures for Programs Having 50% or Less Total Enrollment
- IHBAL – Grievance Procedure for Persons with Disabilities
- IJNDB – Computer Network-Acceptable Use Policy
- IKAAB – Class A Truck Driving Examination - Use of NPT Region III Truck
- IKB – Homework

10. Discussion and Possible Action to accept or not accept the first reading to rescind policies:

- IHBAC – Child Find
- IHBG – Home Schooling
- IHBGA – Home Schooling – Participation in School Programs

The following policies were reviewed by the Policy Committee and no action was recommended.

- IGA – Curriculum Development and Adoption
- IHBA – Class Sizes – Minimum Enrollments
- IHBAN – Applied Technology Programs for Students with Disabilities
- IKAAB – Fees for State License or Certificate Examinations
- IKE – Promotion, Retention, and Acceleration of Students
- IKF – Graduation Requirements
- ILA – Tests/Assessment
- ILD – Educational Research: Student Submission to Surveys, Analyses or Evaluations
- IJJ – Instructional and Library-Media Materials Selection
- IJJ-E – Challenge of Instructional Materials Form

H. Report of Director

H1. Report of Student Services Coordinator

I. Announcements

1. Finance Committee Meeting – September 12, 2012 @ 3:30 p.m.
2. Building & Grounds Committee Meeting – September 19, 2012 @ 2:30 p.m.
3. Policy Committee Meeting – September 26, 2012 @ 4:00 p.m.
4. Finance Committee Meeting – September 26, 2012 @ 5:30 p.m.
5. Cooperative Board Meeting – September 26, 2012 @ 6:30 p.m.

J. Adjournment

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**Northern Penobscot Tech Region III
Cooperative Board Meeting
Wednesday, September 26, 2012 - 6:30 p.m.**

AGENDA - AMENDED

- A. Call Meeting to Order by Chairperson**
- B. Approval of Minutes of the August 22, 2012 Meeting**
- C. Audience & Communications**
 - 1. American Medical Technologist Recognition Award
- D. Agenda Adjustments**
 - None
- E. Reports of Committees**
 - 1. Finance Committee – September 12, 2012
 - 2. Building & Grounds – September 13, 2012
 - 3. Finance Committee – September 26, 2012
 - 4. Policy Committee – September 26, 2012
- F. Old Business**
 - None
- G. New Business**
 - 1. **Discussion and Possible Action to adjust NPT Region III's 2012-13 school calendar day to approve October 5, 2012 as a non-school day to allow NPT Region III staff to attend the Maine Career and Technical Education Conference.**
 - 2. **Discussion and Possible Action to approve the garage area paving expense of \$38,000 to be funded from the Adult Ed undesignated reserve in the amount of \$18,000 and from NPT Region III undesignated reserve in the amount of \$20,000.**

3. Discussion and Possible Action to accept or not accept the second reading to adopt policy:

- IHE – Region III Cable Television Channel
- IJNDB-R – Computer Internet Acceptable Use Policy Rules
- IJNDB-E1 – Computer Internet Acceptable User Agreement
- IJNDB-E2 – Computer Network/Internet – Parent Letter

4. Discussion and Possible Action to accept or not accept the second reading to revise policies:

- ID – School Day
- IHBA-R – Program Review Procedures for Programs Having 50% or Less Total Enrollment
- IHBAL – Grievance Procedure for Persons with Disabilities
- IJNDB – Computer Network-Acceptable Use Policy
- IKAAB – Class A Truck Driving Examination - Use of NPT Region III Truck
- IKB – Homework

5. Discussion and Possible Action to accept or not accept the second reading to rescind policies:

- IHBAC – Child Find
- IHBG – Home Schooling
- IHBGA – Home Schooling – Participation in School Programs

6. Discussion and Possible Action to accept or not accept the first reading to adopt policies:

- JKD – Suspension of Students
- JKE – Expulsion of Students

7. Discussion and Possible Action to accept or not accept the first reading to adopt revised policies:

- JEA – Student Attendance
- JICIA – Weapons, Violence and School Safety
- JICH – Drug and Alcohol Use by Students
- JK – Student Discipline

8. Discussion and Possible Action to accept or not accept the first reading to rescind policies:

- JICFA – Student Hazing
- JICI – Weapons in the Schools
- JFC – Student Withdrawal from School (Dropout Prevention Committee)
- JL – Student Wellness
- JL-R – Student Wellness Policy Procedures

- JO – Employment of Students

The following policies were reviewed by the Policy Committee and no action was recommended.

- JH – Make-up Opportunities
- JI – Student Rights and Responsibilities
- JICK – Bullying
- JIH-R – Questioning and Searches of Students – Administrative Procedure
- JIH-E – Questioning and Searches of Students – Student Check List
- JKE-R – Expulsion of Students – Procedures
- JLCC – Communicable/Infectious Diseases
- JLCCA – Students with HIV/AIDS
- JLCD – Administering Medicines to Students
- JLF – Reporting Child Abuse/Child Protection
- JLIB – Student Dismissal Precautions
- JRB – Applied Learning Projects Policy

H. Report of Director

H1. Report of Student Services Coordinator

I. Announcements.

1. Parent's Night – October 3, 2012 @ 6:00 p.m.
2. Finance Committee Meeting – October 10, 2012 @ 3:30 p.m.
3. Advisory Committee Banquet – October 18, 2012 @ 6:00 p.m.
4. Policy Committee Meeting – October 24, 2012 @ 5:00 p.m.
5. Finance Committee Meeting – October 24, 2012 @ 5:30 p.m.
6. Cooperative Board Meeting – October 24, 2012 @ 6:30 p.m.

J. Adjournment

ADA Notice: If you have special needs that must be met to allow you to fully participate in this meeting, please call the office of the Director at 794-3004.

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**Northern Penobscot Tech Region III
Cooperative Board Meeting
Wednesday, October 24, 2012 - 6:30 p.m.**

AGENDA - REVISED

- A. Call Meeting to Order by Chairperson**
- B. Approval of Minutes of the September 26, 2012 Meeting**
- C. Audience & Communications**
- D. Agenda Adjustments**
 - None
- E. Reports of Committees**
 - 1. Finance Committee – October 9, 2012
 - 2. Finance Committee – October 24, 2012
- F. Old Business**
 - None
- G. New Business**
 - 1. Discussion and Possible Action to accept or not accept the second reading to adopt policies:**
 - JKD – Suspension of Students
 - JKE – Expulsion of Students
 - 2. Discussion and Possible Action to accept or not accept the second reading to adopt revised policies:**
 - JEA – Student Attendance
 - JICIA – Weapons, Violence and School Safety
 - JICH – Drug and Alcohol Use by Students
 - JK – Student Discipline

3. Discussion and Possible Action to accept or not accept the second reading to rescind policies:

- JICFA – Student Hazing
- JICI – Weapons in the Schools
- JFC – Student Withdrawal from School (Dropout Prevention Committee)
- JL – Student Wellness
- JL-R – Student Wellness Policy Procedures
- JO – Employment of Students

H. Report of Director

H1. Report of Student Services Coordinator

I. Announcements.

1. MSMA Fall Conference – October 25 and 26, 2012 in Augusta
2. Negotiations Committee Meeting – October 30, 2012 @ 4:00 p.m.
3. Finance Committee Meeting – November 14, 2012 @
4. Policy Committee Meeting – November 28, 2012 @ 5:00 p.m.
5. Finance Committee Meeting – November 28, 2012 @ 5:30 p.m.
6. Cooperative Board Meeting – November 28, 2012 @ 6:30 p.m.

J. Adjournment

ADA Notice: If you have special needs that must be met to allow you to fully participate in this meeting, please call the office of the Director at 794-3004.

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**Northern Penobscot Tech Region III
Cooperative Board Meeting
Wednesday, November 28, 2012 - 6:30 p.m.**

AGENDA

- A. Call Meeting to Order by Chairperson**
- B. Approval of Minutes of the October 24, 2012 Meeting**
- C. Audience & Communications**
- Tammy Kirsch, RMA Instructor & students presentation
- D. Agenda Adjustments**
- None
- E. Reports of Committees**
1. Negotiations Committee – October 30, 2012
 2. Building & Grounds – November 1, 2012
 3. Negotiations Committee – November 14, 2012
 4. Finance Committee – November 28, 2012
- F. Old Business**
- None
- G. New Business**
- 1. Discussion and Possible Action to approve the 2011-2012 Audit as presented.**
 - 2. Discussion and Possible Action to accept or not accept the first reading to adopt policies:**
 - JLCD-E – Administering Medication to Students – Parent Letter
 - IHANA – CDL Student Drug and Alcohol Testing
 - IHANA-E – CDL Student Drug and Alcohol Testing – Parent Letter

3. Discussion and Possible Action to accept or not accept the first reading to rescind policy:

- IHANA – CDL Student Drug and Alcohol Testing

The following policies were reviewed by the Policy Committee and no action was recommended.

- JLCD – Administering Medications to Students

H. Report of Director

H1. Report of Student Services Coordinator

I. Announcements.

1. Negotiations Committee Meeting – December 5, 2012 @ 3:30 p.m.
2. Policy Committee Meeting – December 18, 2012 @ 5:00 p.m.
3. Finance Committee Meeting – December 18, 2012 @ 5:30 p.m.
4. Cooperative Board Meeting – December 18, 2012 @ 6:30 p.m.
5. Program Review Committee Meeting – December 20, 2012 @ 5:00 p.m.

J. Adjournment

ADA Notice: If you have special needs that must be met to allow you to fully participate in this meeting, please call the office of the Director at 794-3004.