

# NORTHERN PENOBSCOT TECH REGION III

Mary Hawkes, Director  
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## NORTHERN PENOBSCOT TECH REGION III COOPERATIVE BOARD MEETING Wednesday, January 25, 2017 MINUTES

A. Chairperson Saba called the meeting to order at 6:32 p.m.

**Members Present:** Patricia Saba, Wayne Danforth, Mary Tompkins, Sarah Crockett,  
Warren Steward, Maureen Bean, Mary Plourde  
Mary Lindahl, Paul Hatch

**Members Absent:** Jeffrey Gordon, Diane Buck, Kevin Gregory, Mike Jewers,  
Margaret Manzo, Ryan Whitehouse, Mary Keegan, Donna  
Stanley

B. **APPROVAL OF MINUTES:** Mr. Steward moved and Ms. Tompkins seconded  
approving the minutes of the December 19, 2016 meeting

**Discussion:** None

**VOTE:** Unanimous

C. **AUDIENCES & COMMUNICATIONS** None

D. **AGENDA ADJUSTMENTS: Moving Items H, H1 and I prior to G2**

E. **REPORTS OF COMMITTEES:**

1. **Finance Committee** – Mrs. Lindahl reported that the committee met on January 25, 2016. **The Accounts Payable Warrant** and bills were reviewed and signed in the amount of **\$63,327.57**. Larger items (\$2,000.00 or more): Anthem BC/BC, Emera Maine, Power Tech, Student Activity Fund, Treeline, Inc.  
Also reviewed and signed were **Payroll Warrants** for **12/27/16** in the amount of **\$56,309.84**. for **01/10/2017** in the amount of **\$56,854.69**. and for **01/24/17** in the amount of **\$59,922.71**. A **Student Activity Warrant** in the amount of **\$4,693.25** was reviewed

and signed. A **School Nutrition Program Warrant** in the amount of **\$586.73** was reviewed and signed. .

**Negotiations Committee** – Mr. Danforth indicated the Board would be meeting In executive session to discuss the Director Evaluation. Dates for negotiations with the teachers were also discussed.

**Program Review-** Mrs. Hawkes indicated that the Summary of Findings for the Information Technology Program was in the packet. Mr. Danforth as well as others had praise for Mr. Raymond’s presentation and his program.

**F. OLD BUSINESS: None**

**G. NEW BUSINESS:**

**1. Discussion and Possible Action to accept/not accept the resignation of Donald Raymond, Information Technology Instructor.**

Mrs. Crockett moved and Ms. Tompkins seconded accepting the resignation of Donald Raymond, Information Technology Instructor with deep, deep regret.

**Discussion:** Several members praised Mr. Raymonds program and his commitment to the program. His retirement will huge loss to the school.

**VOTE:** Unanimous

**2. Discussion and Possible Action to approve/not approve the Director’s 2016 Evaluation** (*Executive session recommended pursuant to M.R.S.A. 405 (6) (A) Evaluation of Officials/Appointees/Employees*).

Mrs. Crockett moved and Mr. Steward seconded going into Executive Session.

**VOTE:** Unanimous

**TIME IN:** 6:55pm

**TIME OUT:** 7:12pm

Mrs. Crockett moved and Mr. Steward seconded approving the Directors 2016 Evaluation.

**VOTE:** Unanimous

**H. REPORT OF DIRECTOR**

1.Friday, January 6th I met with our area Superintendents to continue reviewing the draft Regional Calendar. As a result, a new draft Regional Calendar was created. The challenge now is to review the new draft Regional Calendar with those who were absent in order to obtain the feedback necessary ensure we do not have more than five dissimilar days in our calendar.

2. January 11th - Approximately 52 community members attended our annual Open House and In House SkillsUSA competition. A list of the winning competitors is included in your packet. Many of the competitions were very close!!

3. January 13th - I am pleased to announce that 24 Region III students participated in the Driving Dynamics Course. This course offers all drivers the opportunity to improve their defensive driving abilities. This is a five hour course which includes discussion of collision avoidance techniques, safety issues, driver habits and attitudes and the basic elements that constantly challenge drivers on Maine's highways. It is possible certain insurance carriers may offer discounts for completion of this course. Also, three-points are credited on driving record for those who complete the course.

4. January 18th I met with our Negotiations Committee to complete the Director Evaluation process. Recommendations from the Negotiations Committee will be shared in executive session at our upcoming board meeting.

The final day of training for the OSHA 10 hour certification took place on January 18, 2017. I am pleased to announce that 75 Region III students are now qualified to receive his/her OSHA 10 hour card.

5. January 19th, I met with our Program Review Committee to review the summary of findings for the Information Technology Program. We reviewed the Information Technology Program in November, however, due to snow days were not able to meet until recently. The summary of findings report will be included in your board packets for your review

6. January 20th – Today we completed our second lock-down drill with staff and students. Dan Summers, Lincoln Police/Fire Chief and Lincoln Police Dept. Officer John Walsh assisted Region III Safety Comm. Chair Curt Ring and Facility Director Scott Arthers in the preparation and delivery required to provide staff and students with the tools necessary to ensure their safety.

7. Just want to mention that grant applications from the Gloria C. MacKenzie Foundation are available from January 1st thru March 1st of each year. We will be submitting several applications again this year for various projects throughout the school. Region III is very fortunate to be one of the 14 applicants chosen to receive funding out of the 83 who applied. To learn more visit their website at <http://GloriaCMacKenzieFoundation.com> or by phone at 855-810-3588 or 207-613-2998.

## **H1. REPORT OF STUDENT SERVICES COORDINATOR**

1. College applications have continued at a very steady pace since Christmas break. I usually have 2-3 students a day coming to my office to get information about colleges, or to ask for help with applications. This time of year, applications are a big part of my daily workload.

2. I met with regional guidance counselors on the 24th of January. The purpose of the meeting was to discuss Sophomore Career Day. The date for Sophomore Career Day is March 17, 2017.

3. As I'm sure Mrs. Hawkes has told you, there has been a lot of preparation for the MOA and School Review Follow-Up visits that will be taking place on January 24, 25 and 26. There is a tremendous amount of preparation to make sure everything is ready for this visit. My part is to make sure that everything for guidance and student services is ready.

4. Just before Christmas break I went to Schenck High School to talk about Bridge Year with their sophomores. I took the opportunity to talk about all of the Region III programs. An informal survey of the students showed that almost all of them plan to come to Region III next year.

5. Starting next week, we will begin giving academic awards to Region III students at our quarterly assemblies. Students who perform at a high academic level in their programs, have good attendance and work practices, and who display a high level of professionalism will be eligible. Teachers will also have a lot of input as to which students will be selected. The purpose of the award is twofold: first, we would like to recognize academic achievement; second, first-year students are not eligible for induction into NTHS. This award will give those students the recognition they deserve for their hard work.

6. By the time you read this, I will be starting week 4 of my latest class in the Educational Leadership program at UNE.

7. A total of six Bridge Year students are eligible to receive a Competitive Skills Scholarship from the Maine Department of Labor. This scholarship is only open to Bridge Year students. Because it is a state government scholarship, there are a large number of hoops students have to jump through to satisfy the state requirements. I have been working with the representative from the state DOL and with each student to track down all of the required paperwork. This is very time-consuming, but the payoff for the students is actually quite generous. Students who make the final cut for the scholarship will have all of their Bridge Year tuition paid, and will receive \$8000 per year for their first two years of college.

**I. ANNOUNCEMENTS:** Announcements were read.

**J. ADJOURNMENT:** Mrs. Crockett moved and Mr. Steward seconded the motion to adjourn.

**VOTE:** Unanimous

**Adjournment at:** 7:14 p.m.