

NORTHERN PENOBSCOT TECH REGION III

Mary Hawkes, Director
Hugh Porter, Student Services Coordinator

35 W Broadway, Lincoln, ME 04457
(207) 794-3004

NORTHERN PENOBSCOT TECH REGION III COOPERATIVE BOARD MEETING Wednesday, March 28, 2018 MINUTES

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

Members Present: Patricia Saba, Wayne Danforth, , Rebecca Hanscom, Paul Hatch, Diana Lambert, Jeffrey Gordon, Mary Tompkins, Richard Angotti, , Mike Jewers, Mary Plourde, Dianne Buck, Loree Libby, Donna Stanley

Members Absent: Warren Steward, Mary Lindahl, Ryan Whitehouse

B. **APPROVAL OF MINUTES:** Mr. Jewers moved and Mr. Angotti seconded approving the minutes of the February 28, 2018 meeting.

Discussion: None

VOTE: Unanimous

C. **AUDIENCES & COMMUNICATIONS:** Mrs. Saba read several communications from past board members.

D. **AGENDA ADJUSTMENTS: NONE**

E. **REPORTS OF COMMITTEES:**

1. **Finance Committee** – Mr. Jewers reported that the committee met on March 28, 2018. **The Accounts Payable Warrant** and bills were reviewed and signed in the amount of **\$232,355.15**. Larger items (\$2,000.00 or more): AED Market, Anthem BCBS, Bangor Savings Bank (Loan Payment/Credit Card), Coast Biomedical Equipment, LLC, Emera Maine, Worcester Bros. Also reviewed and signed were **Payroll Warrants** for **3/06/18** in the amount of **\$50,513.51** and for **03/20/2018** in the amount of **\$49,081.04** A **Student Activity Warrant** in the amount of **\$6,674.91** was reviewed and signed and a **School Nutrition Program Warrant** in the amount of **\$2,945.96** was reviewed and signed.

Finance Committee – Mr. Jewers also reported that the committee met on December 20, 2018. **The Accounts Payable Warrant** and bills were reviewed and signed in the amount of **\$100,923.32**. Larger items (\$2,000.00 or more): Anthem BCBS, Emera Maine, Laerdal Medical Corporation, Lappen's Garage Equipment. Also reviewed and signed were **Payroll Warrants** for **11/28/2017** in the amount of **\$50,821.71** and for **12/12/2017** in the amount of **\$79,538.98** A **Student Activity Warrant** in the amount of **\$2,626.39** was reviewed and signed and a **School Nutrition Program Warrant** in the amount of **\$947.75** was reviewed and signed. *(This report was omitted in Jan. and Feb.)*

2. **Budget Committee** – Mr. Danforth reported that the Committee had met and continued working on the proposed 2018-2019 budget. Mrs. Hawkes spoke to the board regarding the new CTE-EPS formula. Mrs. Hawkes explained, each of the budget scenarios that were presented and what they would mean for Region III. A lengthy discussion was held regarding assessments for the member units.
3. **Policy Committee** – Mrs. Saba reported the Policy Committee met and have continued working on the recommended policies from MSMA. The policies that have been reviewed/revised are on tonight’s agenda for first and second reading.
4. **Negotiations Committee** - Mr. Danforth reported that the Negotiations Committee had met and reviewed the Contracts and Blue Sheets for non-union positions, staff wages and benefits for the proposed 2018-2019 school their recommendations are on the agenda.

F. OLD BUSINESS: None

G. NEW BUSINESS:

1. **Discussion and Possible action to approve the second reading of revised policy AC-R - Grievance Procedure for Persons with Disabilities.** *(Changing File Name from IHBAL to AC-R – Recommendation of MSMA)*
Mr. Gordon moved and Mr. Jewers seconded approving the second reading of *Policy AC-R – Grievance Procedure for Persons with Disabilities.*

Discussion: NONE

Vote: Unanimous

2. **Discussion and Possible action to approve the second reading of revised policy ACAA – Harassment and Sexual Harassment of Students.**
Mr. Jewers moved and Mrs. Plourde seconded approving the second reading of *Police ACAA- Harassment and Sexual Harassment of Students.*

Discussion: NONE

Vote: Unanimous

3. **Discussion and Possible action to approve the second reading of revised policy ACAA-R – Student Discrimination and Harassment Complaint Procedure.**

Mr. Jewers moved and Mrs. Plourde seconded approving revised policy *ACAA-R – Student Discrimination and Harassment Complaint Procedure.*

Discussion: NONE

Vote: Unanimous

4. **Discussion and Possible action to approve the second reading of revised policy ACAB-R – Employee Discrimination and Harassment Complaint Procedure.**

Mr. Jewers moved and Mr. Gordon seconded approving revised policy *ACAB-R – Employee Discrimination and Harassment Complaint Procedure.*

Discussion: NONE

Vote: Unanimous

5. **Discussion and Possible action to approve the second reading of revised**

policy AD – Education Philosophy.

Mr. Gordon moved and Mr. Jewers seconded approving the second reading of revised policy AD – Education Philosophy.

Discussion: NONE

Vote: Unanimous

6. Discussion and Possible action to approve the second reading of revised policy JL-Student Wellness.

Mr. Gordon moved and Mr. Angotti seconded approving the second reading of revised policy JL- Student Wellness.

Discussion: NONE

Vote: Unanimous

7. Discussion and Possible action to approve the first reading of revised policy ADA – School District Goals and Objectives

Mr. Gordon moved and Ms. Tompkins seconded the first reading of revised policy ADA-School District Goals and Objectives.

Discussion: NONE

Vote: Unanimous

8. Discussion and Possible action to approve the first reading of revised policy ADAA – School System Commitment to Standards for Ethical and Responsible Behavior.

Mr. Angotti moved and Mr. Jewers seconded approving the first reading of revised policy ADAA – School Systems Commitment to Standards for Ethical and Responsible Behavior.

Discussion: NONE

Vote: Unanimous

9. Discussion and Possible action to approve the first reading of revised policy ADC-Tobacco Use and Possession

Mr. Gordon moved and Mr. Jewers seconded approving the first reading of revised policy – Tobacco Use and Possession.

Discussion: None

Vote: Unanimous

10. Discussion and Possible action to approve the first reading of revised policy ADC-R – Tobacco Use and Possession Administrative Procedure

Mr. Angotti moved and Mr. Jewers seconded approving the first reading of revised policy ADC-R – Tobacco Use and Possession Administrative Procedure.

Discussion: None

Vote: Unanimous

11. Discussion and Possible action to approve the first reading of revised policy ADF – Commitment to Learning Results

Mr. Gordon moved and Mr. Jewers seconded approving the first reading of revised policy ADF – Commitment to Learning Results.

Discussion: None

Vote: Unanimous

**12. Discussion and Possible action to approve the first reading of new policy
ACA – Transgender Students Guidelines-Maine.**

Mr. Gordon moved and Mr. Jewers seconded approving the first reading of new policy
ACA- Transgender Students Guidelines – Maine.

Discussion: None

Vote: Unanimous

**13. Discussion and Possible Action to approve Contracts and Blue Sheets as
presented for the following non-union positions, staff wages and benefits for
the proposed 2018-2019 school year. (Custodian, Education Technician I,II,III,**

*Administrative Assistant, Adult Ed. Coordinator/Admin.Secretary/Part time bus driver/support
staff/Food Service Staff/Part-time Adult Ed. Custodian/Facilities Manager, Finance
Director/Student Services Coordinator/Technology Specialist Agreement.*

Mrs. Lambert moved and Mrs. Plourde seconded approving Contracts and Blue Sheets as
presented for non-union positions, staff wages and benefits for the proposed 2018-2019
school year.

Discussion: None

Vote: Unanimous

**14. Discussion and Possible Action on nomination of 2nd year probationary
teacher for the 2018-2019 school year.**

- **Rachel Cyr – Health Science Careers Instructor**

Mr. Gordon moved and Mrs. Tompkins seconded approving the nomination of Rachel Cyr
as 2nd year probationary teacher for the 2018-2019 school year.

Discussion: None

Vote: Unanimous

**15. Discussion and Possible Action on nomination of 3rd year probationary
teacher for the 2018-2019 school year.**

- **Richard Smart – EMT/Firefighting Instructor**

Mr. Gordon moved and Mr. Angotti seconded approving the nomination of Richard Smart
for 3rd year probationary teacher for the 2018-2019 school year.

Discussion: None

Vote: Unanimous

**16. Motion to go into Executive Session to discuss personnel matter/Director
Contract (pursuant to M.R.S.A. 405 (6) (A) Employment of official
appointees/employees.)**

Mr. Gordon moved and Mrs. Plourde seconded going into executive session to discuss
personnel matter/Director Contract.

Time In: 7:40p.m.

Time Out: 7:58p.m.

No Action Taken

H. REPORT OF DIRECTOR

1. On March 1st & 2nd, students who won the In-House Competitions in their programs traveled to Bangor to compete in the State of Maine SkillsUSA Competitions held at UTC and EMCC. I am so proud to announce 6 students received Gold Medals, 3 students received Silver Medals and 4 students received a

Bronze Medal. Six Gold Medal winners will now go on to compete in the National SkillsUSA Competition which will be held in Louisville, Kentucky in June. I am so proud of all of the students who competed. NPT Region III had outstanding representation. You will find a more detailed listing of the competition in your packet.

2. On March 5th I attended a meeting in Augusta along with three other CTE Directors, MACTE Executive Director, MSMA Exec Director, Asst. Director, and Superintendents from Biddeford, Lake Region, Oxford Hills, Old Town, and two others one from southern Maine and one from Northern Maine (Tandberg).....Senator Langley moderated the conversation. The meeting was cordial, centered around questions for clarification, and word change recommendations to LD 1843, An Act to Amend Career and Technical Education Statutes. It was a good meeting. Brian was looking for us to come together for testimony at which time Brian will have wording put in to accommodate the things we talked about. Nothing critical..... Just came away with a better understanding.
I feel this was a positive meeting.
3. On March 6th, our entire staff met with Chief Dan Summers, Detective Mark Fucile and Sargent John Walsh of the Lincoln Police Dept. to share discussion and concerns regarding recent school shootings and safety.
Also discussed was the possibility of hiring School Resource Officers to monitor the schools in RSU67 and Region III. I will discuss further at our meeting.
4. On March 15th I met with members of our Budget Committee. I believe in your last board packet you were provided budget options. Most recently we have discussed a zero assessment and a \$55,309 assessment. The current year assessment shared by our 28 member units is \$1.6 million. Our areas Superintendents are strongly urging a zero assessment for the regular budget and debt service. I respect their opinions greatly; however, it is also my responsibility to protect as much as possible the financial integrity of Region III and opportunities for students. In order to do this I am spending significant amounts of time reviewing and discussing our situation.
The CTE-EPS funding formula is new and unique to Career and Technical Regions and Centers and we are feeling the pain of transitioning to this new method. I don't believe everything can be worked out this first year but we can certainly voice our concerns for tweaking what doesn't work. In light of possible changes to the allocations I have decided not to put a budget out for approval on the agenda for next week's Cooperative Board Meeting. Since many of you are currently discussing budget at your sending district I am sure you have questions and concerns regarding a proposed Region III budget. I will do my best to answer your questions and explain the new funding formula. Budget Committee members please review the minutes from our last budget meeting which are included in your board packet. They are printed on blue paper.

I also met with members of our negotiations committee on March 15th and we reviewed the Blue Sheets and contracts for the Student Services Coordinator, Maintenance Supervisor and the Finance Coordinator. Copies of all of these are included in your board packet. The recommendation is for a 2% across the board increase for all as well as changing the hourly range for some of the blue sheets. I have also requested the board consider revising my contract to show a 2% increase rather than a 2.5% increase to reflect the same increase as the non-union staff. I may wish to speak to my contract in further detail in an executive session.
5. On March 21st, I met with members of our Policy Committee to continue the review, replace and revisions of our policies. These policies are on the agenda for first readings. Our plan is to meet twice a month until we have completed all policies addressed in Charlotte Bates report. Our next policy meeting is scheduled for Wednesday, April 4th, at 5:00 p.m.
6. On March 23rd, (today) we held our annual Sophomore Career Day which by all accounts is a great success. Many thanks, to Betty Vose, Career Prep/JMG Instructor for heading up this event along with

Hugh Porter, Student Services Coordinator, all Region III staff, Career Presenters, Student Volunteers, and any others who volunteered.

H1. REPORT OF STUDENT SERVICES COORDINATOR

Since the last Board meeting, I've continued to work with all of the sending school Guidance Counselors and Region 3 staff (Beth Hatt) and Faculty to resolve student issues in academics, attendance, and other matters. Beth Hatt has accommodated many students by getting them extra courses and tutorials so that they can stay on track to graduate on time. We've been sharing Accuplacer scores with the Guidance Counselors to help students get into colleges.

I've been working with many students to help them access and complete scholarship, industry, and college applications, including working with the Bridge program students. I've helped Betty Vose obtain speakers for Sophomore Career Day and I've participated in recruitment seminars at two of our sending schools, Stearns and Mattanawcook, where students have been very polite and attentive. We'll be visiting Lee Academy and Penobscot Valley on March 30, 2018. We plan to visit Schenck HS in early April once a date is set.

We had a very successful National Technical Honor Society Induction ceremony with a packed assembly room. Forty-nine Region 3 juniors and seniors were inducted. They must have achieved a Region 3 GPA of at least 93 and a sending school GPA of at least 85 AND must have good attendance, work ethic, and professional behavior. Mr. Dan Crocker, Dean of Enrollment and Student Services at EMCC, was our guest speaker and did an excellent job.

Accuplacer tests: In February 2018, the Maine Community College System informed us that by spring 2019, all community colleges will stop using the Accuplacer and will be using the SAT as its assessment tool. The Next Gen Accuplacer will only be used for very specific purposes, such as for non-traditional students and as a second chance for direct high school graduates. We will be discussing this at our next Guidance Counselors meeting on March 29. Some initial concerns include: greatly increased cost to students, retesting at foreign sites, much slower score turnaround time therefore less time for tutoring to improve scores, and greatly increased testing time, to name a few.

Mary and I have been working with Tom Baer, CDL Instructor, to explore adding a Class B license path to the CDL program. We are still researching this to see if it can fit.

I attended the Homeschoolers of Maine conference in Rockland on March 16-17 and made a presentation to approximately 25 homeschooling family members. We had excellent discussion and three parents had kids who attended Region 3 so they spoke very highly of our programs.

Baruch College journalism students and professors will be returning on April 2 to tour Region III and include us in an article that they are writing for their course.

I. ANNOUNCEMENTS: Announcements were read.

**** **J. ADJOURNMENT:** Mr. Jewers moved and Mr. Angotti seconded the motion to adjourn.

VOTE: Unanimous

Adjournment at: 8:02 p.m.