

# 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, August 28, 2019 6:30pm  
**MINUTES**

A. Chairperson Saba called the meeting to order at 6:37 p.m.

**Members Present:** Patricia Saba, Wayne Danforth, Kevin Gregory  
Diana Lambert, Mike Jewers, Mary Plourde, Dianne Buck  
Warren Steward, Mary Tompkins, Ryan Whitehouse  
Paul Hatch, Loree Libby, Priscilla Clark, Mary Lindahl

**Members Absent Excused:** Jeff Gordon

**Members Absent Unexcused:** Richard Angotti, Rebecca Hanscom

B. **APPROVAL OF MINUTES:** Mr. Jewers moved and Mr. Steward seconded approving the minutes of the July 24, 2019 Cooperative Board meeting.

**DISCUSSION:** NONE

**VOTE:** Unanimous

C. **AUDIENCES & COMMUNICATIONS:** Mrs Hawkes read several thank you notes from scholarship recipients as well as a resignation letter from Tom Baer, CDL Instructor.

D. **AGENDA ADJUSTMENTS:** NONE

E. **REPORTS OF COMMITTEES:**

**Finance Committee:** Mrs. Lindahl reported that the committee met on August 28, 2019. **The Accounts Payable Warrant** and bills were reviewed and signed for Region III totaling **\$104,577.19**. Larger items (\$2,000.00 or more): Anthem BCBS, Bangor Savings Bank, CDW Government, Jones & Bartlett Learning, LLC, JMG, MACTE, RSU 67, S.W. Collins. Also reviewed and signed were **Payroll Warrants** for **08/06/2019** in the amount of **\$43,472.35**. for **08/20/2019** in the amount of **\$45,428.25**. A **Student Activity Warrant** in the amount of **\$418.07** was reviewed and signed. A **School Nutrition Warrant** in the amount of **\$474.00** was reviewed and signed.

F. **Old Business:** NONE

G. **New Business**

1. **Discussion and Possible action to accept the resignation of Thomas Baer, Commercial Driving Instructor.**

Mr. Steward moved and Mr. Jewers seconded accepting with regret the resignation of Thomas Baer, Commercial Driving Instructor.

**DISCUSSION:** None

**VOTE:** Unanimous

**2. Discussion and Possible action to tally the Regional Vocational Operating and Debt. Service Budget for 2019-2020.**

Mr. Jewers moved and Mr. Steward seconded accepting the Tally of the Regional Vocational Operating and Debt Service Budget for 2019-2020.

**DISCUSSION:** None

**VOTE:** 14-0

**3. Discussion and Possible action to tally the Regional Vocational Adult Education Budget for 2019-2020.**

Mr. Steward moved and Mr. Jewers seconded accepting the Tally of the Regional Vocational Adult Education Budget for 2019-2020.

**DISCUSSION:** None

**VOTE:** 14-0

**4. Discussion and Possible Action to tally the Regional Vocational Capital Equipment/Roof Reserve Account for 2019-2020**

Mr. Steward moved and Mrs. Plourde seconded accepting the Tally of the Regional Vocational Capital Equipment/Roof Reserve Account for 2019-2020

**DISCUSSION:** None

**VOTE:** 14-0

**G. Report of Director**

1. On August 4th thru 5th, I spent 3 days at Sugarloaf for a CTE Directors planning summit Leigh Thurlow, our Web Design/Digital Communication instructor went with me. We met with Supers, State Board of Education members, College Reps, and CTE Directors in regards to providing meaningful exposure to CTE for 9th and 10th grade. Grant funds of \$340 total available to award grants to successful applicants.
2. Leigh Thurlow, Web-Design/Digital Communications Instructor passed away on 8/14/19. Heidi Hale is taking the class for six weeks. Hopefully we will fill the position with a well-qualified candidate.  
Leigh's responsibilities included: Webmaster, Facebook, Recruiting, PEPG, Fund Raising, Pictures for Wall of Fame and Student of the Quarter. We are currently working to obtain Passwords for access to our website and Facebook. It has been a difficult two weeks. Leigh's parents are planning a Celebration of Life at Lowell Town Hall on 9/28/19 from 1 to 4.
3. Tom Baer, our CDL Instructor submitted his resignation. I will be meeting with former Instructor to hopefully convince them they should apply. Advertisement has been placed in the Lincoln News and serving schools. Also shared on Facebook. Tom was offered \$9K more at Tri-County Tech Ctr. in Dexter. Currently we have 13 students enrolled in the program. I will hold Tom to the contract which requires a 30 day notice if resignation given in August or September. If we cannot find a qualified instructor will not be able to run the program.

4. Met with Deb Roundtree and Shaw Weeks of EMCC regarding Grant to provide Welding Training for up to 10 Adults starting in Mid-October.
5. Going to receive approximately \$69K for a state Alignment Grant. The funds should arrive in January 2020.
6. As of 3 p.m. today, we have a total enrollment of 220 students.

#### **H1. Report of Student Services Coordinator**

Mr. Porter informed the board about the first of the year activities.

- I. ANNOUNCEMENTS:** Announcements were read.
- J. ADJOURNMENT:** Mr. Jewers moved and Ms. Tompkins seconded the motion to adjourn.

**VOTE:** Unanimous

**Adjournment at:** 7:21pm