

NORTHERN PENOBSCOT TECH REGION III

Mary Hawkes, Director
Hugh Porter, Student Services Coordinator

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NORTHERN PENOBSCOT TECH REGION III
COOPERATIVE BOARD MEETING
Wednesday, January 22, 2020 6:30pm
MINUTES

A. Chairperson Saba called the meeting to order at 6:38 p.m.

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

Members Absent Unexcused: Richard Angotti

B. **APPROVAL OF MINUTES:** Mr. Steward moved and Mrs. Plourde seconded approving the minutes of the December 16, 2019 Cooperative Board meeting.

DISCUSSION: NONE

VOTE: Unanimous

C. **AUDIENCES & COMMUNICATIONS:** Mrs. Hawkes introduced Hilary Emery the newest board member from Millinocket. Also introduced were James Wadman and Kelly Bowden of James Wadman, CPA. Also present was Bill Davis, Chairman of the RSU #67 School Board.

D. **AGENDA ADJUSTMENTS:** NONE

E. **REPORTS OF COMMITTEES:**

Finance Committee: Mrs. Lindahl reported that the committee met on January 22, 2020. **The Accounts Payable Warrant** and bills were reviewed and signed for Region III totaling **\$70,201.98**. Larger items (\$2,000.00 or more): Amazon.com, American Medial Technology, Anthem BCBS, Bangor Savings Bank, Dead River, Emera Maine, Also reviewed and signed were **Payroll Warrants** for **12/24/2019** in the amount of **\$51,827.07**, for **01/07/2020** in the amount of **\$47,248.35** and for **01/21/2020** in the amount of **\$52,195.83**.

A **Student Activity Warrant** in the amount of **\$2,985.54** was reviewed and signed. A **School Nutrition Warrant** in the amount of **\$1,574.69** was reviewed and signed.

Negotiations Committee: Mr. Danforth reported that the Negotiations Committee met on January 15th and discussed several issues such as:

- Information Technology Position – Pearson Vue Admin/Proctor & Tech Specialist Agreement
- Director Resignation
- Current Teacher Agreement - “This agreement shall be effective as of August 26, 2019 and

shall continue in effect until August 24, 2022, with the opportunity to open contract pending legislative mandates regarding beginning teacher salary.”
The committee discussed several options and reached consensus to send a letter to the association asking for a couple dates that would work for the two negotiating teams to meet.

F. Old Business: NONE

G. New Business

1. Discussion and Possible Action to accept the 2018-2019 Audit as presented.

Mr. Jewers moved and Mr. Steward seconded accepting the 2018-2019 audit as presented.

DISCUSSION: Mr. Wadman informed the Board members that the presented financial statements are a fair representation of NPT Region III’s financial position of the last year. Mr. Wadman further stated NPT Region III had a very good audit, which did not warrant a management letter. Mrs. Hawkes congratulated Mrs. De La Cruz, Finance Coordinator for a job well done.

VOTE: Unanimous

2. Discussion and Possible Action to approve the second reading of revised policy *ILA-STUDENT ASSESSMENT*.

Mr. Steward moved and Mrs. Buck seconded approving Items 2-8 together.

DISCUSSION: None

VOTE: Unanimous

DISCUSSION ON POLICIES: None

VOTE: Unanimous

3. Discussion and Possible Action to approve the second reading of revised policy IKF- *GRADUATION REQUIREMENTS*

(See above)

4. Discussion and Possible Action to approve the second reading of revised policy IKAAB – *CLASS A TRUCK DRIVING EXAMINATION USE OF NPT REGION III TRUCK* (Title changed to remove the word *VOCATIONAL*).

(See above)

5. Discussion and Possible Action to approve the second reading of revised policy IJNDB – *STUDENT COMPUTER AND INTERNET USE*.

(See above)

6. Discussion and Possible Action to approve the second reading of revised policy IHD-*ADULT EDUCATION ENROLLMENT*.

(See above)

7. Discussion and Possible Action to approve the second reading of revised policy IHDC-*POST-GRADUATE STUDENTS AND HOME SCHOOLED STUDENTS ATTENDING DAY PROGRAMS*.

(See above)

- 8. Discussion and Possible Action to approve the second reading of Policy IJJ
– *INSTRUCTIONAL AND LIBRARY-MEDIA MATERIALS SELECTION.***
(See above)

- 9. Discussion and Possible Action to approve the first reading of Policy JICH
– *DRUG AND ALCOHOL USE BY STUDENTS.***

Mr. Steward moved and Mrs. Buck seconded approving the first reading of Policy JICH –Drug and Alcohol Use by Students.

DISCUSSION: None

VOTE: Unanimous

- 10. Discussion and Possible Action to approve the first reading of Policy JICA
– *STUDENT DRESS***

Mr. Jewers moved and Mrs. Lambert seconded approving the first reading of Policy JICA – Student Dress.

DISCUSSION: None

VOTE: Unanimous

- 11. Discussion and Possible Action to approve the resignation of Donald
Raymond, Information Technology Instructor.**

Mr. Jewers moved and Mr. Danforth seconded approving, with regret the resignation of Donald Raymond, Information Technology Instructor.

DISCUSSION: Mr. Jewers asked what date Mr. Raymond’s resignation would become effective. Mr. Hawkes indicated at the end of the school year.

VOTE: Unanimous

- 12. Discussion and Possible Action to approve the resignation of Mary Hawkes,
Director.**

Mr. Jewers moved and Mr. Steward seconded approving, with regret the resignation of Mary Hawkes, Director.

DISCUSSION: Mr. Danforth and several other board members expressed their thanks to Mrs. Hawkes for tireless dedication to NPT Region III

VOTE: Unanimous

H. Report of the Director

1. On December 3rd, we interviewed candidates for the Hot Lunch Nutrition Manager position that became open with the resignation of Arricka Millett. I am happy to report that we filled the position with Reilly Millett who was a two year Culinary Arts student here at Region III. Reilly graduated from Southern Maine Community College with an AS in Culinary Arts. She has continued to worked in the culinary/food prep and baking field since here graduation from college. I believe she will be a great addition to our Region III family.
2. On December 8th I met with Jay Hardy, Jean Skorapa, Heather Rockwell, Web McCormick at the RSU67 Supers office in to meet with the Apple Team regarding the Apple Foundation – K/12 and workforce programs. These folks arrived on site to tour both RSU 67 schools and NPT Region III. Although it was later in the day when the team made it to NPT Region III I am so pleased to announce that they were so impressed with our facilities and the professionalism of our staff. One of the team (Vic) even said that NPT Region III was the best CTE School he had ever been in and he has been all over the country. Although nothing definitive was gleaned from this meeting I am still excited about the possibility of forming a partnership with the Apple Foundation that will ultimately provide funding for new opportunities for our students.

3. On December 9th, I met with Cliff McHarten our MELMAC Coach along with Hugh Porter, Student Services Coordinator and Beth Hatt, Academic Support instructor. We meet monthly with Cliff to provide information regarding expenses, development of grant proposals and copies of media articles involving our students. The MELMAC Grant has provided a wealth of opportunities in the form of field trips, software etc. that may not have been available from our regular budget.
4. On December 10th, I met with our area Principals to discuss a variety of issues. I am attaching a copy of the agenda from that meeting.
5. On December 14th I used our new Zoom equipment to attend a Bridge Academy meeting at EMCC. The purpose of the meeting is to review and discuss the possible development of a new innovative approach to deliver high quality college programming to three CTE Schools, NPT Region III, Mid-Coast School of Technology in Rockland and Tri-County Tech in Dexter. This could be done by capitalizing on the experience of the Bridge Academy and pooling resources. The proposal outlines an innovative approach to deliver high quality college programming. Lisa Larson, the president of EMCC is also on our committee and is a big supporter of this new innovative idea to provide more college programming to rural parts of Maine. We are still exploring and discussing this project and will keep you posted as we progress. The Cooperative Board would have to vote on the final proposal. I am including a draft copy of the entire document along with my report.
6. On December 15th, we held a Teacher Workshop in the afternoon as it was an early release day. Teachers were brought up to speed regarding grading changes in Infinite Campus by Bethany Hatt our Infinite Campus Coach. I also discussed the Program Self-Study that each of the teachers must complete by March 27, 2020 and be submitted to the DOE digitally. Once the discussion was over, teachers were directed to return to their classrooms to continue their work on this document.

I also met with the Negotiations Committee later in the day to discuss several issues such as:

- Information Technology Position – Pearson Vue Admin/Proctor & Tech Specialist Agreement
- Director Resignation
- Current Teacher Agreement - “This agreement shall be effective as of August 26, 2019 and shall continue in effect until August 24, 2022, with the opportunity to open contract pending legislative mandates regarding beginning teacher salary.”

The committee discussed several options and reached consensus to send a letter to the association asking for a couple dates that would work for the two negotiating teams to meet. This will be reported out at our meeting.

Preparations for the 2020/2021 Proposed Budget are continuing and I will be meeting with instructors on their program budgets within the next two weeks I hope. I am still working on a schedule for the Budget Comm. as well as completing projections for health insurance etc. Budget Com. Meetings will probably start in late February or early March. Will keep you posted.

Just an FYI, the proposal from EMCC for NPT Region III to provide MIG Welding Training via an MQC Grant that they were awarded is a go. We have 12 adult students enrolled with a waiting list in the event a second training program becomes available. The MQC grant pays the student tuition in full.

Audit – A copy of the 2019 Audit was included in your packet. Our auditors, James Wadman and Kelli Bowden will be here at our Cooperative Board Meeting to present the Audit to you. Another great Audit thanks to the diligence of Maureen DeLaCruz, our Finance Coordinator.

And finally, I will submit my resignation at our Cooperative Board Meeting. It has been difficult for me to put pen to paper after 30 years of my life here at NPT Region III so I will share at the meeting.

H1. Report of Student Services Coordinator

I hosted a regional Guidance Counselors meeting on 12-06-19. Everyone agreed that attendance issues (unexcused absences) are up this year. Various social issues were identified; all agreed to work hard to communicate with each other to try to mitigate this growing problem. Another major issue was the challenge of getting families to attend FAFSA/Financial Aid events. While our Region 3 financial aid day event last fall comprised just half a dozen families, we have significantly more students completing their FAFSA applications this year due to constantly reminding them and due to Meredith Lee (UMO Financial Aid_ coming up to meet with students to get it done.

College Admissions and work force reps' visits to Region 3 continue to occur and be planned. I'm working on field trips to UMFK and NMCC for the spring, getting Pratt and Whitney here this winter, working with BIW on a CTE day in the spring, a Spectrum Corp. rep visit here, and a visit from St. Joseph's Hospital HR department.

I attended the meeting at Mattanawcook Academy with Apple Corporation to learn about their technical assistance program and discuss local education initiatives, needs, and possible collaboration. We toured RSU 67 schools and Region 3. We're hopeful that Apple will keep us all in mind if they need projects. We all learned a lot about each other.

Mary and I participated in a Bridge meeting on 1/14/20 as a follow-up to our 12/18/19 meeting to discuss reviving the great Bridge program in three CTE regions. I attend at EMCC and Mary baptized our new Zoom system, which worked great. Region 3, Mid-Coast School of Technology (Rockland) and Tri-County Tech (Dexter) are working with EMCC to develop a new combined cohort of students who can take courses through our combined instructional programming and using our new Zoom technology. We're hopeful for his new collaboration.

I attended a Husson University meeting last night (1-21-20) to learn more on their Early College Access Program (ECAP). ECAP offers free Husson U. courses in the traditional 15 week semester basis and in more intense 7 week sessions. Just today, I spoke with one of our students (Mattanawcook) who is taking an ECAP course and loving it.

The Waldo Tech Student Services Coordinator and their Media Instructor are visiting Region 3 on 1/28/20 to discuss our mutual success strategies and tour Region.

H. **ANNOUNCEMENTS:** Announcements were read.

I. **ADJOURNMENT:** Mr. Jewers moved and Mrs. Buck seconded the motion to adjourn.

VOTE: Unanimous

Adjournment at: 7:56pm