

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
Monday, October 21, 2019 6:30pm
MINUTES

A. Chairperson Saba called the meeting to order at 6:29 p.m.

Members Present: Patricia Saba, Kevin Gregory, Jeff Gordon,
Diana Lambert, Mike Jewers, Mary Plourde, Dianne Buck
Warren Steward, Mary Tompkins, Ryan Whitehouse
Paul Hatch, Mary Lindahl

Members Absent Excused: Priscilla Clark, Loree Libby, Rebecca Hanscom, Wayne Danforth,
Richard Angotti

Members Absent Unexcused:

B. **APPROVAL OF MINUTES:** Mr. Jewers moved and Mr. Steward seconded approving the minutes of the September 25, 2019 Cooperative Board meeting.

DISCUSSION: NONE

VOTE: 12-0

C. **AUDIENCES & COMMUNICATIONS:** Mrs. Hawkes read a thank you note from Mr. and Mrs. Thurlow

D. **AGENDA ADJUSTMENTS:** NONE

E. **REPORTS OF COMMITTEES:**

Finance Committee: Mr. Jewers reported that the committee met on October 21, 2019. **The Accounts Payable Warrant** and bills were reviewed and signed for Region III totaling **\$68,163.37**. Larger items (\$2,000.00 or more): Anthem BCBS, Bangor Savings Bank, Emera Maine, MegaTech Corp, NOCTI, Transco Also reviewed and signed were **Payroll Warrants** for **10/01/2019** in the amount of **\$55,669.36**. for **10/15/2019** in the amount of **\$52,081.45**.

A **Student Activity Warrant** in the amount of **\$483.70** was reviewed and signed. A **School Nutrition Warrant** in the amount of **\$872.17** was reviewed and signed.

Negotiations Committee: Mrs. Hawkes stated that the Negotiations Committee had met and would be meeting again in the near future to discuss wages.

Policy Committee: Mrs. Saba reported the Policy Committee met on October 16th and there were several updated policies on tonight's agenda.

F. **Old Business:** NONE

G. New Business

1. Discussion and Possible Action to hire Laura Manzo as the Digital Communications/Web Design Instructor at a salary of \$30,000.00..

Mr. Jewers moved and Mr. Gordon seconded hiring Laura Manzo as the Digital Communications/Web Design Instructor at a salary of \$30,000.00.

Discussion: NONE

VOTE: 12-0

2. Discussion and Possible action to approve the 2019 MSBA Proposed Resolutions as presented. (see attached).

Mr. Whitehouse moved and Mr. Gordon approving the 2019 MSBA Proposed Resolutions as presented.

DISCUSSION: Each proposed resolution was discussed individually. .

VOTE: 12-0

3. Discussion and Possible action to approve the first reading of revised policy IHANA-CDL Student Drug and Alcohol Testing.

Mr. Steward moved and Mr. Gordon seconded approving policy IHANA-CDL Student Drug and Alcohol Testing.

DISCUSSION: A portion of Section II, number three was omitted in the policy presented. It will be corrected for the second reading.

Mr. Gregory moved and Mr. Gordon seconded approving the first reading of policy IHANA-CDL Student Drug and Alcohol Testing as corrected.

VOTE: 12-0

4. Discussion and Possible Action to approve the first reading of revised policy IGA-Curriculum Development and Adoption.

Mr. Steward moved and Mr. Jewers seconded approving policy IGA-Curriculum Development and Adoption.

DISCUSSION: NONE

VOTE: 12-0

5. Discussion and Possible Action to approve the first reading of revised policy ID-SCHOOL DAY

Mr. Jewers moved and Mr. Steward seconded approving the first reading of revised policy ID-School Day.

DISCUSSION: NONE

VOTE: 12-0

H. Report of Director

On Thursday, September 26th, we held our annual Parent/Teacher Banquet. We hosted a short program and a delicious meal after which parents and guardians met with teachers in the various programs. This event was very well attended by approximately 165 parents/guardians and staff. The support, participation and comments make me incredibly proud to be the Director of our school.

Our current enrollment as of October 1, 2019 is **211** students. A breakdown of enrollment by sending school and program will be included in your board packet. This year we have 9 post graduate students with **202** of our students considered eligible by DOE. To provide a three year comparison, the October 1, 2017 enrollment was **178**; however, 10 were post graduate students with **168** of the 178 considered eligible by DOE. Last year the October 1, 2018 enrollment was **227** students. We had 19 post graduate students with **208** of our 227 students considered eligible by DOE.

A superintendents meeting was held on Friday, October 4, 2019. The following issues were discussed: Enrollment, student schedule, .25% subsidy to school administrative unit for student input of home school, charter school, Hi Set etc., new teachers, subcommittee reviewing CTE-EPS formula, Region III FASFA Night, Middle School, 9th & 10th grade CTE Experience, New & Pending Legislation and the 2019/2020 meeting schedule.

The CTE Conference and Tech Updates were held at Lewiston Regional Tech Ctr. On October 11, 2019. This was a workshop day for us with many of the teaching staff attending the conference and individual Tech Update sessions. I am the Director responsible for the Health Services Group Tech Update. The Health Services Group decided they wanted to meet at 10:00 a.m. rather than attend some of the breakout sessions. The CNA group has been especially concerned with the potential curriculum changes being discussed by the State Board of Nursing. Rob Carr who is the Workforce Development Program Manager was present to provide an update on the C.N.A. proposed curriculum changes as well as answer questions. Kelly Bowker our CNA instructor will continue to attend the meetings of the State Board of Nursing in Augusta in order for us to have first-hand knowledge of what is being proposed. All of my Health Science Careers teachers assisted in the tech update for our Health Services Group. Several members of the group also shared their best practices.

A teachers meeting was held on October 15th to review and discuss Parents Night, SkillsUSA, Brochure Updates, Annual Advisory Comm. Banquet, Tech Update review, Live Work Policy, FASA Days, Safety, Program certifications/licenses and the upcoming fund raisers. The annual Advisory committee Banquet will be held on Thursday, November 7th at 6:00 p.m.

A Policy Committee meeting was held on Wednesday, October 16th at 4:00 p.m. Items reviewed and discussed were our Cooperative Agreement and several policies that had been on hold for follow up. The committee tackled those policies and will report out at the meeting on Monday, October 21st at 6:30 p.m.

A Negotiations Committee meeting is scheduled for Thursday, October 17th at 5:30 p.m. The two main issues are the current New Hire Criteria in the Teacher Agreement and possible adjustments due to the \$40,000 minimum teacher salary to be phased in over a three year period. Our CTE Teacher salaries are incredibly low in a time where a skilled workforce is much in demand. In comparison to some CTE Centers and Regions we need to make changes in our criteria for hiring new teachers in order to maintain the level of

expertise/culture that is associated with Northern Penobscot Tech Region III. A report will be provided at our meeting on Monday, October 21st at 6:30 p.m.

Also, on October 17th I will travel to Waterville again to attend another subcommittee meeting at 10:00 a.m. to work on the CTE-EPS subsidy formula. Currently we have four CTE Directors and four superintendents working together to review and make recommendations regarding the current CTE-EPS formula and the hold harmless mandate. I will keep all of you informed once we have discussed and come to agreement on all the issues.

Hope you have all had the opportunity to enjoy this beautiful fall foliage and weather. We know what is just around the corner.... Look forward to seeing all of you at the Monday, October 21, 2019 meeting. This meeting date was changed to accommodate those folks who will be attending the MSMA Conference.

H1. Report of Student Services Coordinator

Momentum continues to build with Admissions reps' visits to Region 3. We'll have reps from UMFK, NMCC, WCCC, EMCC, Husson University, KVCC, and CMCC. Students are applying for nursing, veterinary technology, dental hygiene, automotive technology, electrical line worker, radiography/radiology, construction technology, welding, EMS, law, etc. Mila Tappan with Fame (the lead financial aid counselor with FAME and the best in ME) gave great afternoon and evening FAFSA seminars on 10/16.

I'm working with faculty to arrange field trips to Hinckley Yacht, Darlings, Quirks, Downeast Toyota, EMCC, Somic America, Pratt and Whitney, BIW, and other businesses. RMA and CNA classes will be visiting the Human Anatomy exhibit and medical facilities in Boston on 11/13-14. Culinary Arts classes will be visiting USM and NH/VT schools and companies on 11/20-21. Some company reps visiting Region 3 include:

10/17-18 - Don Burr, Professional Loggers Assn. – Mechanized Logging Operator Training Program (summer 2020);
10/24-25 - BIW – 10/24 at 1130 and 10/25 at 0900;
10/13-14 – Winterport Boot seminars (Winterport Boot offers certain CTE students free work boots and student/faculty/staff discount programs);
November – Pratt & Whitney presentations.

NOCTI and CTECS testing is occurring in October; Glenda Shorey is a huge help to Region by giving these exams. I'm attending the MSMA Conference on Friday, 10/25 in Augusta.

- I. **ANNOUNCEMENTS:** Announcements were read.
- J. **ADJOURNMENT:** Mr. Steward moved and Mr. Gordon seconded the motion to adjourn.

VOTE: 12-0

Adjournment at: 6:51pm