

# NORTHERN PENOBSCOT TECH REGION III

Curt Ring, Director  
Butch Arthers, Student Services Coordinator

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## NORTHERN PENOBSCOT TECH REGION III COOPERATIVE BOARD MEETING Wednesday, January 26, 2022

### MINUTES

- A. Chairperson Patsy Saba called the meeting to order at 6:35 p.m.  
Pledge of Allegiance

**Members Present:** Diana Lambert, Kevin Gregory, Warren Steward, Wayne Danforth, Mary Plourde, Mike Jewers, Jasmine Folster, Donald Raymond, Diana Lambert, Mary Tompkins, Patsy Saba, Ryan Whitehouse, Loree Libby, Dianne Buck

**Members Absent Excused:** Priscilla Clark, Holly Worster

**Members Absent Unexcused:**

- B. **APPROVAL OF MINUTES:** Mr. Gregory moved and Mr. Danforth seconded approving the minutes of the December 20, 2021 Cooperative Board Meeting.

**DISCUSSION:** NONE

**VOTE:** Unanimous

- C. **AUDIENCES & COMMUNICATIONS:** Bethany Hatt gave a presentation to the Board outlining the new Career Exploration Program for the 2022-2023 school year. Mrs. Saba read a thank you card from Courtney Drinkwater for the scholarship she received.

D. **AGENDA ADJUSTMENTS:** NONE

E. **REPORTS OF COMMITTEES:**

**Finance Committee:** .NONE (Finance Committee did not meet due to illness)

F. **Old Business:** NONE

G. **New Business**

1. **Discussion and Possible Action to approve the first reading of Policy JLCB – Immunization of Students.**

Mr. Jewers moved and Mr. Gregory seconded approving the first reading of Policy JLCB – Immunization of Students.

**DISCUSSION:** Mrs. Plourde indicated that the Policy Committee made minor changes to this policy.

**VOTE:** Unanimous

**2. Discussion and Possible Action to approve the first reading of Policy JLCC – Communicable/Infectious Diseases**

Mr. Jewers moved and Mrs. Buck seconded approving the first reading of Policy JLCC – Communicable/Infectious Diseases

**DISCUSSION:** None

**VOTE:** Unanimous

**3. Discussion and Possible Action to approve the first reading of Policy JLF – Reporting Child Abuse and Neglect**

Mr. Jewers moved and Mrs. Plourde seconded approving the first reading of Policy JLF-Reporting Child Abuse and Neglect.

**DISCUSSION:** None

**VOTE:** Unanimous

**4. Discussion and Possible Action to approve the first reading of Policy JRA-Student Education Records and Information.**

Mr. Jewers moved and Mrs. Buck seconded approving the first reading of Policy JRA-Student Education Records and Information.

**DISCUSSION:** None

**VOTE:** Unanimous

**5. Discussion and Possible Action to approve the first reading of Policy JRA-R-Student Education Records and Information Administrative Procedure**

Mr. Jewers moved and Mrs. Plourde seconded approving the first reading of Policy JRA-R Student Education Records and Information Administrative Procedure

**DISCUSSION:** Mr. Ring indicated there was a an issue with this one and the error would be fixed prior to the second reading.

**VOTE:** Unanimous

**6. Discussion and Possible Action to approve the first reading of Policy JRA-E –Notice of Student Education Records and Information Rights**

Mr. Jewers moved and Mrs. Plourde seconded approving the first reading of Policy JRA-E – Notice of Student Education Records and Information Rights.

**DISCUSSION:** None

**VOTE:** Unanimous

**H. Report of the Director:**

1. Most of our programs have been committed to participating in the state SkillsUSA competition. Currently, the plan is to have a shortened and scaled-back competition at UTC in Bangor in March. There will be no opening or closing ceremonies, and no overnight stays in hotels. We will go to Bangor on the morning of March 18, and return later in the day when competitions are over.
2. Programs have been having in-house SkillsUSA competitions over the last few weeks, and the winners of those competitions will go to Bangor to represent Region III in the state contests. The Region III programs that are participating are:
  - MAS
  - Construction Technology

- Automotive
  - Welding
  - Law Enforcement
  - EMT
  - Digital Communications
  - Business Management
3. Unfortunately, we have had to amend our plans to use remote learning technology to replace snow days. All of our sending school districts have opted for traditional snow days and, in order to maintain a regional approach, we will do the same at Region III.
  4. On January 6, we had two film crews at our school. NewsCenter was here to shoot some footage of students working in our Construction program, and the representatives from Osborne Media were here to add the Business Management program to our recruiting video. Both recording sessions happened with no disruption to our normal instructional day.
  5. Student of the Quarter assemblies for the 2<sup>nd</sup> quarter will take place on January 20 and 21.
  6. The 2022-2023 budget process has begun. All program budgets have been submitted and completed. We will continue to gather numbers for insurances, fuel, etc. over the next few weeks.
  7. I have begun the process to write the Comprehensive Local Needs Assessment (CLNA) for Region III. This is a lengthy document that the federal government requires all CTEs to complete if we use Perkins funds. We rely heavily on Perkins funds every year to pay for things that would put a strain on our state-provided subsidy. Textbooks, an ed tech salary and benefits, faculty stipends and OSHA 10 training for our students are a few examples of the things we use Perkins money for.

As previously stated, writing the CLNA is a lengthy process. The final document is due April 30.

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

- Planned Work Related Visits:
  - EJ Prescott (Jan. 25<sup>th</sup>)
  - MLOP (Maine Logging Operations Program)
  - TBA – BIW, Sargent's, Cianbro, PHC (Penobscot Health Community)
- Planned Military Visitations:
  - Army National Guard (Resiliency Training, Outdoor Winter Survival Training)
- Beth Hatt completed and submitted the MELMAC Fall Report, reporting the success of 2020 and 2021 students that remain in school.
- Members of Skills USA are working on updating the display case, preparing for our Skills Week in February, and election of officers
- We have received our FAFSA Report from FAME indicating which Seniors have completed the FAFSA. As reported last month, 28 of our students said they had completed it and that is

what the report indicated. Student Services and our MSSSI partner will continue to provide FAFSA assistance.

- We are preparing a classroom for the new CTE Exploratory Program
- We are finalizing plans for Ninth and Tenth grade sending school visits, beginning the first of February. Butch and Bethany will be meeting with the 9<sup>th</sup> graders beginning February 1<sup>st</sup> to explain the new Exploratory program. Butch and Chuck Nason will be visiting 10<sup>th</sup> graders the following week.
- We will be purchasing Region III swag for give aways at visitations and campus tours.
- On Jan. 11, Osborne Media filmed the Business & Exploratory Programs for the promotional video update to be used for upcoming sending school visits.
- Program description write-ups have been sent to sending schools to put into their Course Catalog for 2022-23. (Copies attached)
- Wrapped up Semester 1, with grades sent to sending schools. Students of the second quarter recognized on 1/21 & 1/22.

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

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

**VOTE:** Unanimous

**Adjournment at:** 7:31 pm