

**MILLINOCKET SCHOOL REGULAR COMMITTEE MEETING
STEARNS JR/SR HIGH SCHOOL CONFERENCE ROOM
PUBLIC IN-PERSON OR BY ZOOM
TUESDAY, DECEMBER 5, 2023
4:30 PM**

Kevin Gregory	Present
Kevin Libby	Present
Thomas Malcolm	Present
Donald Raymond	Present
Warren Steward	Present
Dr. Shelley Lane, Superintendent	Present
Gracyn Sanders, Senior Student Rep	Present
Hailey Aldridge, Junior Student Rep	Present

I. Call to Order

The meeting was called to order at 4:32 PM by Dr. Shelley Lane, Superintendent of Schools

II. Pledge of Allegiance

III. Election of Chair and Vice Chair

Nominations of Board Chair:

<u>Names:</u>	<u>Nominated By:</u>
Warren Steward	Kevin Gregory

Motion: To cease nominations for Board Chair.

Motioned By: Kevin Gregory **Seconded:** Donald Raymond

Voted: 4 - Yes 0- No 1 - Abs (Warren Steward)

Motion: To elect Warren Steward as Board Chair

Motioned By: Kevin Gregory **Seconded:** Kevin Libby

Voted: 4 - Yes 0- No 1 - Abs (Warren Steward)

Nomination of Board Vice-Chair:

<u>Names:</u>	<u>Nominated By:</u>
Donald Raymond	Warren Steward

Motion: To cease nominations for Board Vice-Chair.

Motioned By: Warren Steward **Seconded:** Kevin Gregory

Voted: 5 - Yes 0 – No 0 - Abs

Motion: To elect Donald Raymond as Board Vice Chair

Motioned By: Kevin Gregory **Seconded:** Kevin Libby

Voted: 4 - Yes 0- No 1 - Abs (Donald Raymond)

IV. Committee Assignments by the Chair

Budget & Finance Committee (2 or complete Board): Complete Board
Buildings & Grounds Committee (2): Kevin Libby & Donald Raymond
Cooperative Committee (2): Donald Raymond & Warren Steward
Drop-Out Committee (2): Kevin Gregory & Julie Hewke
Negotiations Committee (2): Kevin Gregory & Warren Steward
Policy Committee (2): Julie Hewke & Kevin Libby
Region III Committee (5 allowed): Complete Board
Technology Committee (2): Julie Hewke & Donald Raymond
Stakeholders Group (2): Kevin Gregory & Warren Steward
(Requirement of ESSER Grant through 2023-2024 school year)

V. Adjustments to the Agenda

Xa. To see if the Board will approve the removal of the following policies:

DFP Purchasing school materials by individuals or organizations
DLC Expense reimbursement

XIII. Remove the following policies from the list of revised policies:

DFP Purchasing school materials by individuals or organizations
DJB Purchasing – Purchase Orders (reviewed, not revised)
DJC Petty Cash Accounts (still under review)
DLC Expense reimbursement
JJF Student Activities Funds (still under review)

VI. Public Comment

The Board asked the public regarding the quality of the recording of the meetings on Zoom.

VII. Approval of Minutes

Motion: To approve the minutes of the School Board Meeting November 7, 2023, barring any errors or omissions.

Motioned by: Donald Raymond

Seconded by: Kevin Libby

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

VIII. Payroll Warrant

Motion: It was moved to direct the Superintendent of Schools to authorize payment by the Town Treasurer to each party listed herein, the sum set against each name contained in School Payroll Warrant PR 24-11 in the amount of \$142,327.44, PR 24-11D in the amount of \$73,692.35, MainePERS 24-8 in the amount of \$33,033.89 and MainePERS 24-9 in the amount of \$186.54 on November 22, 2023, PR 24-12 in the amount of \$151,199.24, PR24-12D in the amount of \$73,331.56, MainePERS 24-10 in the amount of \$8,110.52, MainePERS 24-11 in the amount of \$345.43 and MainePERS 24-12 also in the amount of \$345.43 on December 7, 2023.

Motioned by: Kevin Gregory

Seconded by: Kevin Libby

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

IX. Payable Warrant

Motion: It was moved to direct the Superintendent of Schools to authorize payment by the Town Treasurer to each party listed herein, the sum set against each name contained in School Payable Warrant SA24-9 (student accounts) in the amount of \$2,231.60, AP 24-15 in the amount of \$30,453.02 and AP24-16 in the amount of \$134,959.47 on November 22, 2023, SA24-10 (student accounts) in the amount of \$242.00, SA24-11 (student accounts) in the amount of \$741.88, AP 24-17 in the amount of \$68,978.41, AP24-18 in the amount of 996.27 and AP23-52 (FY23) in the amount of \$1,947.00 on December 7, 2023.

Motioned by: Kevin Libby

Seconded by: Donald Raymond

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

X. To see if the Board will approve a three-year busing contract extension with Bragdon Bus, Inc.

Motion: To approve a contract extension for Bragdon Bus, Inc for FY27, FY28 and FY29.

Motioned by: Julie Hewke **Seconded by:** Donald Raymond

Board Discussion:

President Bruce Bragdon stated that we are leaving the amounts open due to unknown financials, but the Board's approval of the extension allows him to update equipment.

Kevin Gregory noted that Bragdon Bus has always been helpful to the school and it is appreciated.

Voted: 5 - Yes 0 - No 0 - Abs

Xa. To see if the Board will approve the removal of the following policies

Motion: To remove the following policies:
DFF Purchasing school materials by individuals or organizations
DLC Expense reimbursement

Motioned by: Donald Raymond **Seconded by:** Kevin Gregory

Board Discussion:

These two policies are duplicates of practices and procedures that we have in place and not required by MSMA.

Voted: 5 - Yes 0 - No 0 - Abs

XI. Adoption of Revised Policies

Motion: To approve the adoption the following policies:
JKAA Use of Physical Restraint and Seclusion
JKAA-R Procedures on Physical Restraint and Seclusion

Motioned by: Kevin Gregory **Seconded by:** Kevin Libby

Board Discussion:

Required by MSMA and needed to be updated.

Voted: 5 - Yes 0 - No 0 - Abs

XII. First Reading of New Policies

Motion: To approve the first reading of the following new policies:
DB Annual Budget
DBG Budget Adoption Process
DD Grants

DFA Revenues from Investments
DI Fiscal Accounting and Reporting
DIDD Inventories
DIE Audits/Financial Monitoring
DM Cash in School Buildings

Motioned by: Kevin Libby **Seconded by:** Julie Hewke

Board Discussion:

These are required by MSMA.

Voted: 5 - Yes 0 - No 0 - Abs

XIII. First Reading of Revised Policies

Motion: To approve the first reading of the following revised policies:

DID Fixed Assets
DJ Bidding/Purchasing Requirements
DJH Staff Code of Conduct
DKC Expense Authorization and Reimbursement
DLB Tax Sheltered Annuities
DN School Properties Disposition
JL Student Wellness

Motioned by: Julie Hewke **Seconded by:** Donald Raymond

Board Discussion:

These are required by MSMA.

Voted: 5 - Yes 0 - No 0 - Abs

XIV. Student Representative Reports

Senior School Board Representative Gracyn Sanders reported:

- The senior class will be raising money for their class at the Millinocket Marathon by selling raffle tickets and admissions by donation. The Freshman class will also raise money by selling Douglas Kranich's book *Never Stop Adventuring III*.
- Varsity Basketball has started and has already had three pre-season games. Their first game will be on Dec.8th against Bangor Christian.
- Stearns Mock Trial had their first round of competition on November 18th, beating Brewer, and is going on the second round on Dec.2nd against MDI and Searsport.

Junior School Board Representative Hailey Aldridge reported:

None

XV. Administrative and Program Reports

Technology Director, Cody Clinton reported:

- I would like to take a moment to thank the teams at both Granite Street and Stearns for supporting my family and me during my medical emergency and subsequent recovery. My family is very grateful to have the support of the Millinocket School Department and our School Board. And a special thank you to Bruce McLean who made himself available to the staff in my absence.
- I have been back at work on a modified schedule for two weeks at the time I am writing this report. I have been working on prioritizing and completing the back log of tickets and support requests, as well as working on catching up a few projects that were, and are still, in progress.
- The final planning steps for the Grant-funded Network switch upgrade have been made, and sent in to our vendor. They are working on the final details of what will be purchased, and what will be needed for the installation process. I hope to have a timeline for completion of this project in my next report.
- The Fiber optic network change project is back on track to completion. This project is on track to have the new network setup running by the new year. Barring, of course, any further unforeseen complications.

Facilities Director, Louis DiFrederico reported:

- Stearns Gym floor refinishing was completed just before the Thanksgiving break. A week-long process of sanding cleaning and applying 2 coats of gym floor finish were completed by Myself and Ron McInnis with Mr. Cullen helping us pour the last coat of finish onto the floor. This annual process done inhouse provides not only great cost savings but also a much better end result!
- Another big task that was completed taking several days to do was the re-hanging of all the banners around the Stearns gym. These were all removed during the summer while the gym was being painted. This also provided an opportunity to reorganize and group banners according to the sport and year played making it much easier to find what you are looking for.

Special Ed Administrator Jolene Maynard reported:

None

Food Service Administrator, Mia Charette reported:

- Our teams served an impressive Thanksgiving meal on the 16th. We served turkey, gravy, mashed potatoes, carrots, stuffing, cranberry sauce, dinner rolls, and apple crisp. Over 110 lbs. of turkey were prepared to serve both schools. Many thanks to Ms. Merry for jumping in and helping to serve our Granite Street students.

- Our new refrigeration unit has been repaired. We are now looking at the logistics of having food orders delivered directly to Granite Street now that there is sufficient cold storage.
- Our staff is continuing to work on implementing scratch recipes. Diane Pelletier has jumped right into her role as baker and has put in a significant amount of time testing and modifying recipes for use in our breakfast and lunch programs. This month we are reintroducing homemade muffins using a new and improved recipe. Last month she made multiple batches of homemade cornbread, biscuits, breakfast burritos, and apple crisp.
- Our teams served 4,784 breakfasts and 5,618 lunches in November. We served an average of 49 more meals per day than were served in November of 2022.

Stearns Jr/Sr High School Principal Beth Peavey reported:

- (Rick McGibbon) Karate Class will be having its first belt (yellow) grading for the students on Dec 11th. This class is well attended by all 18 students who have been training hard. A reporter from the local press contacted Mr. McGibbon about doing an article about the Stearns Martial Arts Program, will keep you informed when this comes to fruition.

(Anna Loome) The Trails, Bikes, & Gear elective students are a few weeks into our unit on bike maintenance. So far, students know how to do the following:

- perform an "ABBC-quick check" to determine if a bike is safe to ride as is
 - do an on-the-ground assessment to make a list of problems to repair on a bike
 - change a tire
 - replace brake cables and housing
 - adjust mechanical disc and rim brakes
 - replace and lubricate a chain
- The class will be diving into ski waxing & repairs next week and then returning to deeper-level bike mechanic skills in January.
 - HS Outdoor Ed has been doing an outdoor cooking unit. Students have built their own alcohol stoves out of Fancy Feast cans and will be building coffee can stoves this week. Next week they will have a potluck of meals prepared entirely on student-created stoves. (There are a stringent set of safety requirements in place for stove use).
 - Students in Eng 101 are well on their way to earning a college credit for their eleventh-grade English class. We've just finished a unit on rhetorical analysis and a close reading of Narrative of the Life of Frederick Douglass; and moving into a personal narrative unit next.
 - Students in Eng IV (for lack of better words, a very energetic and hands-on bunch) are hoping to design and propose an outdoor classroom as part of a real-life writing unit. The class may be able to tie into grant funding and actually bring this project to fruition pending grant funding & approval through the school.

- (Laura Dwyer) The High School Mock Trial team's first competitive trial was on November 18th. The team pitted their legal knowledge against past National Champion, Brewer High School, resulting in a healthy win. The second trial was against MDI and ended in a narrow defeat. This weekend, on Saturday, December 2nd, they will compete against Searsport and MDI for a place at the State finals. The team members are Gracyn Sanders, Skylar Alegria, Lennard Sick, Finn Currier, Makenna Johnson, Kevlin Goulet, Anthony Gurewicz, and Andrew Hallett. The team is coached by Laura Dwyer, and the dedicated team lawyer coach is Michael Harmon, who practices in Millinocket and Bangor. We also have a past Mock Trial team member, Isaac Hakes, who is devoting his time as an assistant coach to ensure the team's success.
- The MS STEM class presented two programming lessons to the Granite third-grade classes using the Sphero robots received as part of last year's state technology grant.
- MS Personal finance just finished their interviews for jobs. We reviewed how to dress and behave in an interview. We also practice shaking hands and practice answering interview questions. This is all done so that they can be hired for the job they picked from their career survey. They are starting to pay bills this week to develop a monthly budget.
- Financial Fitness Fair: The Northern Penobscot Chapter of Credit Unions in conjunction with the Maine Credit Union League will be hosting a Financial Fitness Fair for area high school seniors. The fair will be held on December 6, 2023 at Stearns High School in Millinocket. The Northern Penobscot Chapter of Credit Unions would like to extend an invitation for (name of school) students to attend the Financial Fitness Fair. The event will take place in the morning of December 6th. Tina Jamo has been great!

Stearns Jr/Sr High School Asst Principal/AD Nick Cullen reported:

- Basketball season is underway, and we hosted the first annual "Bob Whirty Round Robin" this past weekend. We hosted Central Aroostook and Searsport girls' and boys' teams for a great day of basketball. We unveiled the new scorer's table and received many compliments regarding it and the event. Both schools loved our facilities and have already asked to come back next year!
- We have been hard at work looking at the bell schedule for the Junior High and High School. Issues were noticed with the amount of high school students who were eating breakfast due to it being before school. We are looking to change to schedule when we come back from Holiday break to move breakfast back into the school day to assure all of our students have the ability to have breakfast at school.
- We hosted the annual marathon artesian fair. Every one of our high school classes, along with their advisors, had fundraising events. Seniors ran the admissions table, Juniors sold lunch out of the booster's shack, sophomores sold Holiday ornaments, and freshman worked with Mr. Kranich to sell copies of his book.

- On Tuesday November 28th we held Parent/Teacher conferences. We had an amazing turnout for the junior high but very limited attendance by high school parents. Beth and I are looking into incorporating student led conferences, as part of our curriculum, to help promote and increase parents participation.

Granite Street School Principal Jo-Anna Merry reported:

- I have been attending PLC meetings each morning with staff members (unless a situation arises that needs my attention). This has helped us communicate with each other in small groups, share our knowledge, and brainstorm ideas specific for each grade level and student needs.
- I have been visiting classrooms on a regular basis. This gives me an opportunity to have one on one or small group discussions with students, observe teacher’s lessons, and observe what students are learning about in their classrooms.
- **Upcoming Dates and Events:**
 - December 1, 2023 Wreath Lighting Ceremony @ 9:00
 - December 4-8, 2023: Buddy Claus’s Elves Workshop - Each older grade is working with a younger grade to do a craft project at one point during the week
 - December 11-15, 2023: fun dress up day: Holiday Hair I Don’t Care, Christmas Extravaganza, wear grade color, Christmas character day, Polar Express/ PJ day
 - December 18, 2023 Winter Concert K-2 in the A.J. Walker Auditorium at 12:30
 - December 19, 2023 Winter Concert 3-5 in the A.J. Walker Auditorium at 12:30
 - December 20, 2023 1st and 2nd graders visiting nursing home residents
 - December 21, 2023 Santa’s is visiting Granite

Maine Through The Year Assessment Data 2023-2024

Fall 2023

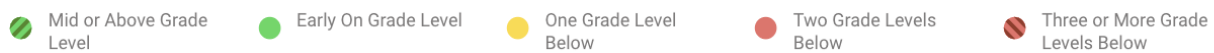
	Grade 3	Grade 4	Grade 5
Mathematics			
Low	2 students = 6%	3 students = 11%	3 students = 12%
Low average	7 students = 23%	3 students = 11%	5 students = 20%
Average	7 students = 23%	10 students = 36%	11 students = 44%
High average	5 students = 16%	7 students = 25%	4 students = 16%
High	*10 students = 32%	5 students = 17%	2 students = 8%
Reading			
Low	4 students = 13%	4 students = 15%	1 student = 4%
Low average	8 students = 26%	5 students = 18%	6 students = 24%
Average	5 students = 16%	4 students = 15%	8 students = 32%
High average	6 students = 19%	10 students = 37%	5 students = 20%
High	8 students = 26%	4 students = 15%	5 students = 20%

Spring 2023

	Grade 3	Grade 4	Grade 5
Mathematics Well Below State Expectations Below State Expectations At State Expectations Above State Expectations	2 students = 9% 2 students = 9% 17 students = 73% 2 students = 9%	2 students = 8% 5 students = 21% 17 students = 71% 0 students = 0%	11 students = 27% 13 students = 33% 16 students = 40% 0 students = 0%
Reading Well Below State Expectations Below State Expectations At State Expectations Above State Expectations	3 students = 13% 8 students = 35% 10 students = 43% 2 students = 9%	1 students = 4% 9 students = 38% 13 students = 54% 1 students = 4%	2 students = 5% 5 students = 13% 25 students = 62% 8 students = 20%

iReady Reading Diagnostic Data Fall 2023

Grade	Mid or Above Grade Level	Early On Grade Level	One Grade Level Below	Two Grade Levels Below	Three or More Grade Levels Below	Total
Grade K	0%	18%	82%	0%	0%	39/42
Grade 1	8%	4%	76%	12%	0%	25/28
Grade 2	0%	19%	56%	25%	0%	32/34
Grade 3	13%	25%	28%	34%	0%	32/32
Grade 4	7%	14%	68%	7%	4%	28/31
Grade 5	12%	12%	24%	40%	12%	25/26



Rhonda Casey, Business Manager, gave a brief report on her recent trainings and financial status.

XVI. Superintendent's Report

- The Millinocket School Board welcomed Julie Hewke, today as we reviewed board norms and etiquette, responsibilities and expectations. Millinocket Schools had a dedicated group of Board members to move us forward, celebrate success and support growth.

The Board thanked Tom Malcolm for his many years of service and knowledge that he shared with us.

- The Special Education department had the PT, OT, and speech files reviewed for accurate identification. We are looking good within those programs.

- The Town has a special connection with “Santa & 2 Elves” and they will be visiting Granite on the 21st...our last day which is an early release day. They will greet students in the conference room and children will receive a special gift!
- The fall production of Willy Wonka saw large crowds, cheers and excitement as the audience was entertained by various ages of Millinocket students. Well directed Matt, Danielle and crew!
- We had our first snow day- a traditional one. If you know of anyone who did not receive the Swift call please let the schools know.

XVII. To see if the Board will enter into Executive Session 1 MRSA § 405(6)(A) evaluation of the Superintendent

Motion: To enter into executive session pursuant to 1 MRSA § 405(6)(D) evaluation of the Superintendent

Motioned by: Donald Raymond

Seconded by: Kevin Libby

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

Time In: 5:38 PM **Time Out:** 6:00 PM.

XVIII. Result of executive session

Motion: To continue the 3-year contract with Dr. Shelley Lane with salary and benefits to be determined

Motioned by: Kevin Gregory

Seconded by: Julie Hewke

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

XIX. Adjournment

Meeting adjourned at 6:00 PM.

Motion by: Donald Raymond

Seconded by: Kevin Gregory

Voted: 5 - Yes 0 - No 0 - Abs

UPCOMING MEETINGS:

January 2, 2024

February 13, 2024

March 12, 2024

April 9, 2024

May 7, 2024

June 4, 2024

Respectfully submitted,

Dr. Shelley Lane
Superintendent of Schools