

**MILLINOCKET SCHOOL COMMITTEE REGULAR MEETING  
TUESDAY, JANUARY 12, 2021  
ZOOM  
6:00 PM**

Matthew Ayotte	Present
Michelle Brundrett	Present
Hilary Emery	Present
Peter Jamieson	Present
Warren Steward	Present
Francis Boynton, Superintendent	Present

**I. Call to Order**

The meeting was called to order at 6:00 PM by Peter Jamieson, Chairperson.

**II. Adjustments to the Agenda**

Xa. To see if the Board will enter into Executive Session 1 MRSA § 405(6)(A) duties of officials/appointees/employees

**III. Public Comment**

Erika Mackin gave an update on the PTO. The first Zoom meeting was held on December 17. A bottle redemption account was set up at Milli's and they requested the public to donate their bottles. They have also started other fundraisers for the cost of organizational fees and insurance. They will be reaching out to Granite Street staff to have them create wish lists.

**IV. Approval of Minutes**

**Motion:** To approve the minutes of the School Board Meetings December 1 and December 15, 2020, barring any errors or omissions.

**Motioned by:** Matthew Ayotte

**Seconded by:** Warren Steward

**Board Discussion:**

None

**Voted:** 5 - Yes      0 - No      0 - Abs

**V. 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 #21-14 in the amount of \$161,503.58 on December 30, 2020 and #21-15 in the amount of \$143,701.99 on January 14, 2021.

**Motioned by:** Hilary Emery

**Seconded by:** Warren Steward

**Board Discussion:**

None

**Voted:** 5 - Yes      0 - No      0 - Abs

**VI. 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 #21-22 in the amount of \$618,083.18 on December 30, 2020 and #21-23 in the amount of \$79,916.41 on January 14, 2021.

**Motioned by:** Michelle Brundrett      **Seconded by:** Hilary Emery

**Board Discussion:**

None

**Voted:** 5 - Yes      0 - No      0 - Abs

**VII. To see if the Board will approve the first reading of the following policies:**

- GBP – Earned Paid Leave (New)**
- GBP-R – Earned Paid Leave Administrative Procedure (New)**
- GCG – Substitute and Tutor Pay (Revised)**

**Motion:** To approve the first readings of the following policies:  
GBP – Earned Paid Leave (New)  
GBP-R – Earned Paid Leave Administrative Procedure (New)  
GCG – Substitute and Tutor Pay (Revised)

**Motioned by:** Matthew Ayotte      **Seconded by:** Hilary Emery

**Board Discussion:**

The Policy Committee met Tuesday, January 5, with the Superintendent to go over some changes in the policies. The substitute and tutor pay is to keep up with the minimum wage increases. The Earned Paid Leave is new based on the new law. There may be adjustments and/or future policies for the Earned Paid Leave.

**Voted:** 5 - Yes      0 - No      0 - Abs

**VIII. Administrative Reports**

**Sharon Darling, Food Service Manager Reported:**

Report of time:  
Completed 7/28-11/27/2020: 71.133 days/190  
Completed 11/30-12/11/2020: 9.867 days/190 for a total of 81/190  
Completed 12/14-25/2020: 7 days/190 for a total of 88/190

All our employees, except one who is still out due to health issues, and our substitutes are doing a great job safely feeding the students healthy, cold bagged or hot boxed meals in our schools!

We have also been offering cold bagged breakfast & lunch together every school day (including virtual days) to all children in Millinocket age 18 and under (whether enrolled in school or not) at two bus locations: Bandstand and Sawmill. Due to lack of participation (only 1 child on 1 day in all of December), we will discontinue the Sawmill location after 1/8/21 and offer the meals only at the Bandstand. The participation for these meals has steadily declined since summer.

**Louis DiFrederico, Facilities Director Reported:**

The month of December has been extremely busy on the facilities front, given the end of the month deadline to have the Covid Grant money expended. I am very pleased with what we were able to accomplish regarding the facility-related allotment of funds.

The major facilities projects started in December funded by the grant money is the installation of generators at both the High School and Granite Street. Each building will be powered by a 150Kw Caterpillar diesel generator. The major benefit this provides us is the ability to power and heat the buildings in the event of a winter power outage preventing costly freeze-ups. This will also provide the ability to keep students in school and safe during outages in severe weather conditions as we will be able to run the life safety systems, heating and air handling equipment in the buildings. The ground work and cement pads were poured during some very favorable December weather! The generators have been ordered and are expected to be delivered in the next 8-10 weeks.

We have also begun the preliminary work for installing a new phone system at both buildings. Our current phone system is going on 12 years old and is beyond the end of its estimated life span of 7-8 years.

The setup and installation of Alert Solutions mass notification system has just been completed and we are now awaiting training on the implementation of this service. This system is integrated with PowerSchool and will provide us the mass notification ability to reach all parents, students and staff via text message, email or voice call. This is valuable tool that most all schools have long been using for not only emergency management, but also for school updates such as student attendance, grade and mid-term reporting, special school events, snow day notification, etc.

We have currently updated the restroom facilities in both buildings with automatic flush valves for the toilets and automatic hands-free sink faucets. This will further help in eliminating the spread of germs, reducing the touch surfaces in these areas.

We have also taken delivery of the new bobcat tractor with a snow blower attachment. Snow removal at Granite Street has in part been done with a small walk behind snow blower, this is struggle handling the normal snow removal needs of the facility. The current Covid restrictions require much more area be cleared to accommodate outdoor PE classes, as well as greater distancing for students on recess. The 2<sup>nd</sup> tractor allows us to have a crucial piece of equipment at both buildings, enabling us to maintain a greater level of safety for both our staff and students during the winter season.

I am also still working with Honeywell on the upgrading of our heating controls to a new digital system. This is a project that was started last year and has been ongoing given some of the challenges in merging parts of our older building heating equipment with our newer units that were recently installed. I am hoping to have this completed by the end of January.

The custodial staff has been extremely busy at both schools, regular cleaning and sanitizing along with snow removal has made for some busy days. I can honestly say our schools have never been cleaner or shined more than they do currently! During the winter break, and after a deep cleaning and sanitizing of the buildings, we were able to work on some long overdue painting projects, including the Stearns Gym which has not seen a fresh coat of paint in almost 20 years!

Those are some of the highlights and its looking like the start to 2021 will be a busy one as we will be working hard to implement the much needed projects that these challenging and unusual times have afforded us!

**Board Discussion:**

All the heaters that were purchased out of last year's money are in and functioning. The heating control work is continuing, but almost complete. There is still one part of the Stearns building's units to replace. The units are approximately 60 years old.

**Cody Clinton, IT Coordinator Reported:**

We have ordered and received much of the new equipment for infrastructure upgrades. We are waiting for the company to schedule us for the installation. We have received 250 new Chromebooks and new laptops for teachers and Ed Techs at Stearns.

**Joshua McNaughton, PreK-5 Principal Reported:**

**PTO:** Our PTO has it's own Facebook page! Recently our new PTO has met virtually with discussion topics focusing on obtaining the necessary insurance and looking into fundraising opportunity that could be successful given Covid-19 safety procedures and restrictions. Other procedural information was also covered regarding financial management and how to manage teacher requests. The PTO now has an established donation account at Milli's for anyone wishing to donate their bottle return money to the PTO.

**Program Improvement Funds:** Granite Street School received \$26,601.02 this school year to focus on academic goals in literacy and mathematics. Our grant is in the final stages of approval. This grant money will allow Granite teacher to receive additional Canvas training, perfecting their abilities to build content, assess, and target instruction to meet students' needs, within the system. The timeframe for grant project is from February through June 2021.

**Kindergarten:** As we started our third eight week session on school, our request for in-school instruction reached the highest level since the beginning of our school year. This factor along with welcoming three new kindergarten students to our school, we needed to divide our current two classrooms into three to meet Covid-19 safety guidelines. Mrs. Anderson and Mrs. Hatch maintain two classrooms and Ms. Gray will be leading the new third classroom. A big thank you to Mrs. Anderson, Mrs. Hatch and Ms. Gray for working at my side as we prepared for this change.

**Upcoming Pilot:** IReady, an online intervention program has offered Millinocket educators a free pilot opportunity thorough June. This pilot program will be available for teachers grades K-8. Please visit the following website for more information, <https://www.curriculumassociates.com/products/i-ready>. Thank you to [Tara McNulty](#) for bringing this program to our attention.

**IXL Challenge:** The IXL program serves Granite Street as a supplemental instruction tool. IXL records student's achievement by recording how many questions they answer correctly. To motivate students and celebrate their hard work, we are developing a goal related to the number of questions students answer. If the goal is reached I have agreed to shave off my beard of nearly 20 years for the students. Thank you to Ms. DeSliva for organizing this challenge.

**Resource officer:** Our School Violence Prevention Officer, Don Bolduc, has been meeting with one grade level per week focusing on topics including cyber bullying and cyber stalking, how to be community helpers and for our younger students he is teaching them about public service jobs, such as being a firefighter, EMT and police officers. Thank you to Mrs. Raymond for organizing this program with Don.

**Covid-19:** Since the start of the school years, we have seen Covid-19 restrictions change numerous times. These changes have often resulted in significant changes for our students and staff. Together we have worked hard to persevere. Students have experienced changes to lunches, recess, special class and arrival and dismissal procedures. They have taken each in stride. They have done an excellent job keeping masks on, social distancing and adapting. My hat goes off to each and every students for the amazing job they have done.

I also want to express my gratitude to our staff. We have experienced some late nights updating schedules, preparing Canvas for instruction and overcoming the hurdles Covid-19 has created to normal classroom instructional practices. The Granite staff has been amazing, working as a team let nothing hold us back. I am proud of the staff and their hard work.

### **Board Discussion:**

The Board expressed appreciation for the hard work of the Granite Street staff.

## **Beth Peavey, 6-12 Principal and Athletic Director Reported:**

We are just starting our third, 8 week term with our hybrid model of learning. We currently have 78% of our students attending in-person, with the other 22% attending virtually. Students are doing very well with the safety guidelines we have in place such as wearing masks, hand hygiene, and physical distancing. They are students and do need reminders, but this is not easy on anyone. Classroom teachers are working within the guidelines while they provide instruction. Support staff, such as Ed Techs, custodians, and cafeteria workers are all doing a great job. Our IT Specialist, Cody Clinton, is currently working on the upgrades needed for our network and also on upgrading our technology. Our office staff makes sure everything runs as smoothly as possible.

Schedules have been completed for basketball season and are posted on our website and Facebook page. This year is different from years past. Athletes are wearing masks as part of their uniforms, we have a twelve game season, and there are no spectators allowed in the games per the State of Maine. The gym is being set up to follow all safety guidelines. Protocols will be shared with visiting schools ahead of each home game. We will, in turn, be receiving protocols from the schools we are traveling to for away games. Athletes are conditioning and practicing. While wearing masks is not an easy task, they are glad to be back on the court.

We will be broadcasting games from the gym on the National Federation of High Schools (NFHS) network, as many schools in the state will be. Our cameras should be installed any day. Last week's installation was cancelled by the installer due to illness. If our cameras are not set up in time for our first home game on Monday, January 18, 2021, we will have to livestream through Facebook as we did for Field Hockey. Updates will be made on our school website and Facebook pages to keep the community informed. Coaches will also be informing their players.

Performing Arts are practicing. Mr. and Mrs. Waite, as well as the performers have been following safety guidelines and everyone is happy to be back. There has been a lot of laughter and a lot of serious practice.

During this difficult time, we have all worked hard to ensure our students' safety and well-being while also providing instruction and support. I am proud to work with this staff.

### **Board Discussion:**

The Board expressed appreciation for the hard work of the Stearns staff.

## **IX. Superintendent's Report**

Report of time:

Completed through June 30, 2015, 260/210

Completed Work days July 1, 2015 to June 30, 2016: 261/210

Work days July 1, 2016 to June 30, 2017: 293/210

Work Days July 1, 2017 to June 30, 2018: 263/220

Work Days July 1, 2018 to June 30, 2019 267/220  
Work days July 1, 2019 to June 30, 2020 259/220  
Work days July 1, 2021 to January 12, 2021 130/220  
Vacation days remaining: 30/30

The COVID-19 issue has been a focus of my work this year. We are daily working through the CRF 1 and CRF 2 projects which needed to be completed in time for the December 30 warrant articles. In addition, the projects have required a significant amount of time outside of the school day and on weekends to remain updated on the status of the community and to be prepared to make the decisions regarding in-person and virtual instruction. Given the challenges, I have had excellent support from the Principals, Town Health Officer, the School Nurse, Transportation Contractor and others in making the decisions based on current factual information. As always, the media and the different modes of communication have put incorrect data out which then confuses the issues. We work hard to keep the decisions appropriate and in the best interest of our students and staff.

I have been quite pleased with the cooperation of our students and staff in maintaining the safety requirements of wearing masks and the other safety factors. This has led to a safe school environment that is conducive to the process of education.

We have made many significant advances in the area of technology and have made significant progress in this area. We are still finding some issues that are in the process of being solved. We have also been able to use the grant funds to move ahead in a number of areas that will better serve our students and staff in this time of crisis. We have purchased additional staff days for most of our staff in light of the CANVAS program training along with CEU's (recertification credits that will assist staff when they need to recertify).

We will continue the in-person/virtual format for the next 8 weeks beginning Monday, January 11, 2021. This will be dependent on the DOE color coding system as we move forward.

We have started the budget process for 2021-2022. We are working our way through the requests that are coming from staff and reviewing personnel. As we move forward with this process I will plan some presentations to the Board beginning with the funding information at the January 26, 2021 meeting.

The virtual Superintendent Conference is next Thursday and Friday. I will be in the office but occupied in the meeting sessions. This will give important updates in legislation, changes, funding and a variety of other changes taking place. I will summarize this at future Board meetings.

### **Board Discussion:**

We received information early afternoon of concern for COVID exposure at Region III and Granite Street School. The Superintendent had input with the Town Health Office, the School Nurse and Administration and it was unanimously decided to go virtual until January 25. No confirmed cases at the school yet.

**X. To see if the Board will enter into Executive Session 1 MRSA § 405(6)(D) labor negotiations**

**Motion:** To enter into executive session pursuant to 1 MRSA § 405(6)(D) labor negotiations including Katie Carr, Terry Given, Joshua McNaughton and Beth Peavey

**Motioned by:** Matthew Ayotte

**Seconded by:** Michelle Brundrett

**Board Discussion:**

**Voted:** 5 - Yes      0 - No      0 - Abs

**Time In:** 6:48 PM    **Time Out:** 7:50 PM

**Result of executive session:**

No motion as result of executive session.

**Xa. To see if the Board will enter into Executive Session 1 MRSA § 405(6)(A) duties of officials/appointees/employees**

**Motion:** To enter into executive session pursuant to 1 MRSA § 405(6)(A) duties of officials/appointees/employees including Beth Peavey and Joshua McNaughton

**Motioned by:** Matthew Ayotte

**Seconded by:** Hilary Emery

**Board Discussion:**

**Voted:** 5 - Yes      0 - No      0 - Abs

**Time In:** 7:51 PM    **Time Out:** 8:38 PM

**Result of executive session:**

No motion as result of executive session.

**XI. Adjournment**

Meeting adjourned at 8:39 PM.

**Motion by:** Matthew Ayotte    **Seconded by:** Warren Steward

**Voted:** 5 – Yes      0 - No      0 - Abs



**UPCOMING MEETINGS:**

Tuesday, January 26, 2021  
Tuesday, February 9, 2021  
Tuesday, February 23, 2021

Respectfully submitted,

Francis N. Boynton  
Superintendent of Schools