

**MILLINOCKET SCHOOL REGULAR COMMITTEE MEETING
STEARNS JR/SR HIGH SCHOOL CONFERENCE ROOM
PUBLIC IN-PERSON OR BY ZOOM
TUESDAY, JUNE 6, 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, Student Representative	Excused

I. Call to Order

The meeting was called to order at 4:30PM by Warren Steward, School Board Chair.

II. Pledge of Allegiance

III. Adjustments to the Agenda

Move XVI. Superintendent's Report before of XV. Administrative and Program Reports

Due to a prior commitment, the Outdoor Education Report by Kyle Leathers and Margo Stevens will be reported directly after the warrants.

IV. Public Comment

None

V. Approval of Minutes

Motion: To approve the minutes of the School Board Meeting May 9, 2023, barring any errors or omissions.

Motioned by: Kevin Gregory

Seconded by: Donald Raymond

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

VI. 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 PR23-24 in the amount of \$170,499.02, PR23-24-2 in the amount of \$2,513.22, PR23-24D in the amount of \$51,588.02, PR23-24D-2 in the amount of \$2,340.94, MainePERS 23-25 in the amount of \$57,011.25, MainePERS 23-26 in the amount of \$37,923.25, MainePERS 23-27 in the amount of \$89.69 and MainePERS 23-28 in the amount of \$17.85 on May 25, 2023, and PR23-25 in the amount of \$139,557.23 and PR23-25D in the amount of \$39,012.42 on June 8, 2023.

Motioned by: Kevin Libby **Seconded by:** Thomas Malcolm

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

VII. 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 SA23-26 in the amount of \$8,445.78, SA23-27 in the amount of \$9,316.20 (student accounts), AP23-41 in the amount of \$32,829.89 and AP23-42 in the amount of \$70,377.35 on May 25, 2023, and SA23-28 in the amount of \$960.10 (student accounts) and AP23-43 in the amount of \$128,475.51 on June 8, 2023.

Motioned by: Thomas Malcolm **Seconded by:** Kevin Libby

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

Kyle Leathers and Margo Stevens, Outdoor Education, reported:

- Our main activities are kayaking, mountain biking, skiing, snowshoeing, and hiking.
- Other skills taught this year included fire building, first aid (including CPR), Leave No Trace, navigation w/ map and compass
- Not every kid in the class is “an athlete.” There’s a mix of kids who are already proficient in those activities to those who have never tried before.
- Lots of our students lack the opportunity to try and learn OE activities, and we introduce them to the gear library so they can get the gear they need for free and enjoy the beautiful area they live in. Sometimes the students even encourage their parents to participate in these activities with them, outside of school.
- Benefits of an Outdoor Ed class: learning skills while getting built-up energy out, working on teamwork and communication, gaining an appreciation of the outdoor environment and Millinocket’s unique recreational assets, fostering strong student-teacher relationships, building student resilience and problem solving skills.

- Teachers are working in collaboration with other outdoor educators in the region (including East Millinocket, Katahdin, East Grand Schools & more) through the Northern Maine Outdoor Ed cohort.
- In April, OE students participated in a field trip to UMaine funded by NMOE.
- This year two high school students had the opportunity to build leadership skills by serving as student assistants to the middle school class. Next year we will be broadening our offerings to include two year-long electives at the high school level: Outdoor Ed and Mechanics/Maintenance/Trail Building
- 5 current teachers and 1 recently retired teacher all dedicated time to get their ETL certification. That includes a Wilderness First Aid course and an ETL certification course and test.

VIII. To approve the Superintendent’s nomination and authorize the Superintendent to hire a Middle School English Teacher for the 2023-2024 school year.

Motion: To approve the Superintendent’s nomination and authorize the Superintendent to hire Tara McNulty as a Middle School English Teacher at step 9 with a Masters \$48,300.

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

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

IX. To see if the Board will approve the use of Narcan in the Millinocket School Department beginning with the 2023-2024 school year.

Motion: To approve the use of Narcan in the Millinocket School Department beginning the 2023-2024 school year.

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

Board Discussion:

School Nurse Katie Carr has been in contact with the State to keep up on policy and procedure. Training was discussed.

Voted: 5 - Yes 0 - No 0 - Abs

X. To see if the Board will approve the 2023-2024 bread bid.

Note: No bread bids were received. The Food Service Manager will place bread orders through vendors without set pricing.

XI. To see if the Board will approve the 2023-2024 dairy bid.

Motion: To approve Oakhurst Dairy as the dairy vendor for the 2023-2024 school year.

Motioned by: Donald Raymond **Seconded by:** Thomas Malcolm

Board Discussion:

None

Voted: 5 - Yes 0 - No 0 - Abs

XII. Notification of the Board of new hires

Shawna Boyer will be the new Elementary Secretary. She will be at step 2 with an hourly rate of \$19.95 for 7.5 hours per day. Her first day of work will be August 7, 2023.

Summer School:

Summer School will run June 21 – July 13, 4 days per week, 4 hours per day

Director – Danielle McNally \$25/hour

Teacher – Victoria Campbell \$20/hour

Teacher – Danielle Waite \$20/hour

Ed Tech – Shelley Farrington \$19.00/hour

Ed Tech – Kevin Giberson \$19.20/hour

Ed Tech – John Haugen \$17.20/hour

Ed Tech – David Jamo \$16.80/hour

Ed Tech – Corinne Reece \$17.20/hour

Ed Tech – Dawn Robbins \$16.20/hour

Ed Tech – Taylor Sulander \$18.40/hour

Ed Tech Substitute – Shelley Illingworth \$18.60/hour

Ed Tech Substitute – Rhonda Tracy \$16.80/hour

Summer Food Program:

The Summer Food Program will run from June 20 – August 5, Monday-Friday 8-12.

Summer Food Service Manager – Mia Charette \$23.00/hour

Summer Food Service Assistant – John Bouchard \$14.40/hour

Summer Food Service Assistant – Donna Seamans \$13.80/hour

XIII. First Reading of Policy Revision

Motion: To approve the first reading of GDA Central Office Clerical Staff.

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

Board Discussion:

Updated to bring the policy in line with the negotiated agreements.

Voted: 5 - Yes 0 - No 0 - Abs

XIV. Student Representative Reports

Junior Class Representative Graycn Sanders Reported:

XV. Superintendent's Report

As we celebrate our successes this past year, I too want to share. Millinocket Schools has proven day after day, week after week that they are resilient and dedicated to this community. Thank you to all staff and families for trusting us with your children this year. We look forward to another great year!!

- Our FY 24 budget passed at all levels. Thanks for getting out to vote.
- Our new business Manager has been with us for 16 days and is making progress aligning us with proper accountability.
- I'd like to express my gratitude to Kamma Michaud for working so hard to make sure all Millinocket School employees were paid during the transition. She, alone, is who we thank for being determined and dedicated to this task. Thank you!
- The Title One Family Night at Granite Street was very well organized and attended.
- The recent graduation events went smoothly as families and friends gathered to celebrate the graduating class of 2023! Well done to all!
- A group of us have recently meet via zoom with members of the DOE having been identified as eligible for an academic coach. Karla has worked hard this school year to bring our Granite School grants for SIPs up to date. We now have assistance with a path to move forward.
- We are saying goodbye to a few employees and welcoming a few joining us in the fall.

Thank you, to everyone moving on to seek other adventures.

XVI. Administrative and Program Reports

Katie DiFrederico, Guidance, reported:

- I completed and submitted the required documentation for the McKinney-Vento review to the DOE on May 24th. The DOE will review the materials and give final approval at the end of June.
- The 5th grade students from Granite Street attended a "Step Up Day" at Stearns organized by the National Junior Honor Society on May 25th. They were able to meet their new teachers, tour the building, and enjoy lunch in the Minuteman Cafe.

- The Class of 2023 did a “Senior Walk” in their caps and gowns through the halls of Granite Street School on Thursday, June 1. The halls were lined with Granite Street students and staff who clapped and cheered as they made their way around the building.

Katie Carr, School Nurse, reported:

- We transitioned smoothly to a new electronic medical documentation system, called SNAP, which helped us track office visits, medications, injuries, and students' health history and vaccinations.
- The standing orders at Stearns for over-the-counter medications to be given with parental permission was a big success and consent forms for next year will go out in the back-to-school packets in the fall.
- We had 100% compliance with student vaccinations for the year.
- Next year we will continue to work towards improving our Health and Wellness program, involving both students and staff in promoting a healthy lifestyle.

Mia Charette, Food Service Manager, reported:

This school year presented a great opportunity for growth for the food services department. We have persevered through rising food and labor costs, rebuilt our food service teams with kind, hard-working staff, and have expanded our menus to include more variety and scratch made meals. We have applied for and have been awarded 3 grants to purchase equipment that will continue to improve the quality of our program for years to come and have applied for a fourth that could revolutionize the way we serve our students and community.

As we move into next year we hope to increase the number of students who participate in our breakfast and lunch programs. We will continue to add new and exciting menu items, create more welcoming and engaging cafeteria spaces, and involve students in the development of menus and future program offerings.

The end of the school year brings the start of our Summer Food Service Program. In collaboration with schools and organizations throughout our region, we are able to provide meals at no charge to the children and young adults (up to age 18) of our communities at 7 sites between Millinocket, East Millinocket, and Medway.

Louis DiFrederico, Facilities Director, reported:

- The last month has been busy in our buildings, hosting community movie nights, Lincoln’s Flip’n Fun Dance recitals, Middle School Science fair, local election & school budget vote in our gym. Granite Street’s field day as well as all the athletic events! The buildings activity never ends!
- Work is currently under way on the last phase of our heating upgrades at Stearns. We are converting the last of our old pneumatic 1960’s vintage controls to digital. This work will continue over the summer break.

- With the weather comes Improvements to our athletic fields with fertilizations, aerating, overseeding and topdressing. Weekly watering from the river and mowing is nearly a continuous job during the summer months!
- The paving company has been onsite to begin do the marking and preparation for the paving project around Stearns and Granite. They are estimating this will take about a week to complete and are looking to schedule this work sometime during the end of June to mid-July and will depend on a stretch of favorable weather.
- This week saw the annual middle school trip to the school's Outdoor Research Facility on Lower Togue Pond. Much work and planning by many goes into this spring event and is an awesome opportunity for our students to utilize this property to learn about and experience the nature's beauty & magic in our own back yard.
- The custodial staff at both buildings have gone above and beyond helping with all the events happening during these last weeks of school. We are now gearing up for a busy summer of work in order to get our schools ready for the start of the next school year in the fall!

Cody Clinton, Technology Director, reported:

None

Karla Rutherford, Instructional Interventionist, reported:

- 4th and 5th grade have taken on a service learning project of all things Flags! Each morning throughout the year, 2 fourth graders deliver the pledge over the intercom. On May 22nd the fourth and fifth graders went to the Millinocket Cemetery and placed Flags on the graves of Veterans.
- IReady diagnostic is set for May 22nd to June 2nd.
- May 30th, the fourth grade went on a field trip to the Patten Lumberman's Museum.
- May 24th was the Granite Street Elementary spring concert.
- Spirit week began May 31st
- Field day was May 31st. Thank you all who made it such a success.
- The End of year assembly was June 2nd. It included Bikes for Books, Illustration contest results, citizenship award for each classroom and pie in the face for the winner of the coin drive for the scholastic book fair.
- June 8th – PreK Graduation
- June 9th – Beach Day for grades 1 & 2
- June 9th – PreK Screening

- This past year has been a steep learning curve for me. I cannot thank Donna Cutliffe enough for all her help keeping me on track. I have enjoyed working with her and learning from her. I wish her the very best in her new adventures.
- I have found the students at Granite Street Elementary to be the kindest most loving students around. They greet me every day with a hello, or a hug or even an “I love you”. And always with a smile.
- Staff at Granite has stepped up to cover for a coworker who is out on a regular basis. Many thanks to all who have welcomed me this year.
- Best wishes to Jo-Anna Merry for her future at Granite Street Elementary. It is a great place to work. I have found the staff to be caring in their work with the students.

Nicholas Cullen, Stearns Assistant Principal/Athletic Director, reported:

- I am very pleased with the progress that we have made in the scheduling process for next year. We have been able to add a Stearns Time period to our schedule that we will use to provide students with additional supports in areas of struggle as well as enrichment for students who are excelling. We will also be adding an adviser advisee program where each student will have a teacher who monitors their grades and provides support for each student.
- We have made some great growth in the athletic department. We have been able to use some grant money to put some much needed love into our fields. We have been fortunate to have some great community members, as well as our athletic boosters, make considerable donations towards new scoreboards and signs for the fields. We are at the point where all of our fields have new or refinished scoreboards that will add to the wonderful athletic facilities that we have here on our campus.

Beth Peavey, Stearns Jr/Sr High School Principal, reported:

- Dual-enrollment high school classes (finalized soon)
- Senior events (Baccalaureate Scholarship night, class day, graduation, trip, make-up day)
- CDS Grant (1.2 million)

XVII. Adjournment

Meeting adjourned at 5:46 PM

Motion by: Thomas Malcolm **Seconded by:** Kevin Gregory

Voted: 5 – Yes 0 - No 0 - Abs

UPCOMING MEETINGS:

July 18, 2023

August 3, 2023

Respectfully submitted,

Dr. Shelley Lane
Superintendent of Schools