

School Administrative District No. 53
167 School Street, Suite A Pittsfield, ME 04967
(207) 487-5107

Fax: (207) 487-6310

Burnham

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Excellence in Education

Michael A. Gallagher
Superintendent of Schools

Board of Directors

Minutes

4/4/11

Members in attendance: M. Hodgins, P. Snow, M. Wintle, B. Basford, R. Basford, B. Poirier, M. Brooks, C. Cookson, J. Laux, J. Bradshaw
Absent/excused: P. Williams

Item 1. Call to Order. Vice Chair M. Hodgins called the board to order at 7:00 P.M.

Item 2. Adjustments to the Agenda. None.

Item 3. Consideration of Minutes of March 14, 2011. On a motion by J. Laux, seconded by B. Poirier, the board voted unanimously to approve the minutes as presented.

Item 4. Public Commentary on Agenda Item. None.

Item 5. Learning Results. Mrs. Miller reported the results of the staff survey evaluation of the March 21, 2011 full day workshop. She indicated that the feedback on the use of the NECAP data was very positive and cited the survey results. Seventy-four (74%) rated the activity as “mostly or highly valuable”. She then provided an explanation about the iWalkthrough data work that occurred during the afternoon. Narrative responses showed that most groups focused on the data regarding Bloom’s Taxonomy, or the observed level of critical thinking in student tasks. Staff noted that there are a large number of observations of lower-level critical thinking tasks, so there were many suggestions for ways to support more higher-level tasks. Reactions to the value of the iWalkthrough data overall were mixed. It is clear that we will need to educate staff further on the purposes and uses of this data, and that we need to continue to collect more observations to reinforce the validity of the data.

Item 6. Administrator Reports. MCI Headmaster Chris Hopkins provided board members with a copy of MCI’s strategic plan dated 2010-2015. He then provided an oral report on the eleven topic areas of the strategic plan arranged in alphabetical order. In the area of “academics” he highlighted the creation, expansion and support for programming

www.msad53.org
gallag@msad53.org

for student success with emphasis on the 9th grade academy to support the transition from middle school to high school, a summer school program for credit recovery or remediation, utilization of technology, teaching for green collar jobs, after school tutorials and use of the MCI's SIT. Under "admissions" he spoke about balance of student populations from different cultures and countries, personalized learning and other opportunities for students. Under "advancement" he spoke about creating an endowment as part of a larger capital program. Under "co-curricular", highlights included the implementation of a captain's club and their work within the schools and communities' parks and recreation program. Under the "community relations", Mr. Hopkins indicated that the MCI theater productions have utilized the Pittsfield Community Theater for presentations, prize speaking and other events, and that MCI is supportive of groups utilizing the facilities available at MCI. He also indicated that the community participates in and attends the Patterson Lecture Series held periodically through the school year at MCI. Under the topic of "faculty and staff" he indicated that Deb Rozeboom has provided wonderful orientation sessions for new faculty and staff and that the staff has been working on a positive school culture. Under the area of "finance" MCI will address faculty and staff salaries. Mr. Hopkins then indicated that MCI Board of Trustees' Chair, Norbert Young, has established an organized way to vet new Board members which falls under the "governance" portion of the strategic plan. A highlight of the "post secondary" portion of the strategic plan is to make sure that graduates of MCI are kept informed of opportunities available to them after they graduate from high school. Under "student life" Mr. Hopkins indicated that they added a counselor to help with the counseling load this year, and MCI has enhanced the impact of the student intervention team (SIT) by more fully involving advisors to develop close relationships with advisees. Under the "technology" heading Mr. Hopkins explained that first actions will have to do with infrastructure upgrades, establishing a curriculum, and then putting the tools of technology in students' hands. A few questions were asked regarding the presentation which Headmaster Hopkins were answered.

District Administrator Reports. Mrs. Anderson shared that the K-4 schools held a penny drive for the relief efforts in Japan, and she also provided the board with a handout of the changes that occurred during the year to the elementary staff. She provided kudos to the elementary staff for all of the efforts that they have put forth during this school year.

Item 7. Committee Reports. The Budget/Finance Committee report was provided by B. Poirier. She indicated that the expenditure budget is progressing as expected with a few over expenditures of which some will continue to increase.

The Building Committee report was provided by P. Snow, M. Brooks and Superintendent Gallagher. They reported on some renovation projects that would need to occur at the Warsaw Middle School. They include student and staff bathrooms and locker room facilities, drainage for the Vickery playground area, and some fire suppression equipment work at Manson Park. This will be paid using capital improvement reserve funds, and will have no impact on the district's budget. It does, however, require a separate article to gain voter approval at the District Budget Meeting.

The Curriculum Committee report was provided by Mrs. Basford. She indicated that two years down the road, should the district receive the Healthy Maine Partnership grant for a school health coordinator, the district would need to employ at least a part time health educator at grades 5-8. Additionally, she reported on the activities of curriculum committees during this school year, and the work that would be up-coming during the next five years.

The Policy Committee report was provided by Mr. Wintle. He indicated that there were nine policies that would be considered under Old Business for adoption. He also indicated that he would provide more of an explanation around the policies presented for their first reading under New Business when it came to that item on the agenda.

Item 8. Old Business. Consideration of policies BBB, School Board Elections; BCB, Board Member Prohibited Appointments and Employment/Conflict of Interest; BDA, Board Organizational Meeting; BDB, Board Officers; BDD, Board Superintendent Relationship; BBBDA, Board Declared Vacancy Caused by Absenteeism; BIC, Board Member Freedom of Access Training; KDB, Freedom of Access; and BEC, Executive Session Law. Mr. Wintle read the code and policy title of each policy being considered and moved that the board adopt all of the policies as presented. The motion was seconded by B. Poirier, and the board voted unanimously to accept all of the policies as presented.

Superintendent Gallagher provided a presentation that was constructed by Board member/Budget Committee member M. Brooks. It was a review of the work completed, a historical view and the considerations made during the drafting of the fiscal year (FY 2012) budget. As the presentation was delivered, comments and questions were offered by board members as a means to clarify and improve the presentation. Board members thanked Mr. Brooks and felt that the presentation was informative and displayed the necessary information.

Item 9. New Business. Presentation of policies CB, School Superintendent; DB, Annual Operating Budget; DM, School Properties Disposition; DIDA, Asset Capitalization; and JLCE, First Aid and Emergency Medical Care were presented by Mr. Wintle. He asked that school board members provide Mrs. Regina Basford, Superintendent Gallagher or himself with any suggestions to the modifications made by the Policy Committee. He also indicated that there were very few differences in most of the policies that the board currently has in comparison to the MSMA sample policies. The one exception was for policy JLCE that had an introductory paragraph in the sample policy. The committee chose to include it in their suggested modifications to the policy.

Presentation of Adequate Yearly Progress results was provided by Mrs. Anderson and Mr. Nevens. Mrs. Anderson led off by explaining that the PK-4 schools made a 10% gain when looking at all students in both reading and math. However, one subgroup did not make AYP in the area of reading; therefore, the school is not considered to have made AYP in the area of reading. They did, however, make safe harbor in the area of math. She indicated that although she was disappointed that the schools did not make

AYP in both areas, she was very pleased with the growth that the students had made and with the work that the students, teachers, staff and administration had accomplished to make this 10% gain over last year's NECAP scores.

Mr. Nevens shared the grades 5-8 reading and math AYP results. Warsaw made Adequate Yearly Progress in both reading and math based on the 10% gain placing them in Safe Harbor for both subject areas. He also recognized the efforts of the Warsaw staff and the elementary staff to accomplish the 10% gain.

Superintendent Gallagher pointed out that the district's strategic plan had set a goal to make a 10% gain which would, if accomplished, place the district in Safe Harbor in all subject areas at both the elementary and middle school level. This was accomplished in all but one small subset of the student population at the elementary level.

Consideration of school year calendar for 2011-2012. Superintendent Gallagher distributed an updated school calendar for the 2011-2012 school year. It had one minor revision from the calendar draft included in the board's packet. The minor revision was to move the workshop day scheduled at the end of the year - June 14 to January 2. Questions regarding the reason for having a two week Christmas vacation were asked. Other questions were asked about the number of half days and the benefits of half days versus full in-service days. Superintendent Gallagher indicated that by law a school district calendar must have 180 days, of which five days would be used for staff development. The remaining days need to be used for student seat days for the requirement of at least 175 student days. It is also stipulated in the teachers' contract that they will have a 180 day work year. Therefore, the half days were included in the calendar in order to give staff additional time to utilize the assessment data and strategize instructional practices to improve student performance. He then recommended that the board approve the proposed calendar distributed during the meeting.

On a motion by B. Basford, seconded by B. Poirier, the board voted eight in the affirmative M. Hodgins, P. Snow, M. Wintle, B. Basford, B. Poirier, M. Brooks, J. Laux, J. Bradshaw with two opposed, R. Basford and C. Cookson.

The board then had an informal discussion regarding the seven snow days that need to be added to the end of this current school year. Although there were several discussions occurring around the table, there was no determination as to whether or not the district should schedule some half days on Saturdays to make up for some of the days that would need to be made up. Additionally, there were some conversations regarding MCI not making up the seven snow days impacting our grade 9-12 students having less than 175 student days. Superintendent Gallagher indicated that ideas or thoughts by other board members could be shared at the meeting; however, the conversation really needs to be conducted in a joint Advisory Committee meeting. Typically this is where all issues regarding calendar and student seat days occur.

Item 10. Communications. None.

Item 11. Future Agenda Items. None.

Item 12. Executive Session. B. Poirier moved to enter into executive session to discuss negotiations between the MSAD #53 support unit and the MSAD #53 board of education pursuant to 1 MRSA §405 (d). The motion was seconded by J. Laux and the board voted unanimously to go into executive session at 8:46 P.M. The board came out of executive session at 8:51 P.M. On a motion by B. Basford, seconded by R. Basford, the board voted unanimously to approve the negotiated changes to the support staff collective bargaining agreement.

Item 13. Adjournment. B. Poirier moved to adjourn, the motion was seconded by J. Laux, and board unanimously voted to adjourn at 8:52 P.M.

Respectfully submitted,

Michael A. Gallagher