

**RSU 83/M.S.A.D. #13 BOARD OF DIRECTORS**  
**MINUTES OF REGULAR MEETING**  
**TUESDAY, MARCH 9, 2021**  
**MOSCOW SCHOOL**  
**7:00 P.M.**

**I. CALL TO ORDER**-The meeting was called to order at 7:00 p.m. by Chairman Leo Hill

**II. ATTENDANCE**

Present: Leo Hill, Elizabeth Brochu, Beverly Brown, Pauline Lagasse, Brandy Hill, Adrienne Mathieu, Bonnie Atwood, Brian Malloy, Janelle Ingersoll

Absent: Excused Sheree Brown

Also present: Sandra MacArthur, James Tyler, Wendy Belanger, Daniel McDonald, Keel Hood

**III. PLEDGE OF ALLEGIANCE**-Conducted

**IV. APPROVAL OF THE MINUTES (Regular meetings – will not be done at special meetings)**

- a) Upon a motion by Pauline Lagasse and second by Beverly Brown the Board unanimously voted to approve the minutes of February 9, 2021 (policy committee), February 9, 2021 (regular meeting), February 23, 2021 (building & grounds committee), February 23, 2021 (special meeting), February 23, 2021 (negotiations committee).

**V. PUBLIC INPUT - None**

**VI. ADMINISTRATIVE REPORTS**

- a) Moscow Principal's Report

Moscow School has a new reading curriculum that we are implementing. We celebrated Read Across America March 1<sup>st</sup> -March 5<sup>th</sup>. The staff and students enjoyed it and we shared many photos on our Facebook site. We are in the process of planning spring activities and are hoping to do some snow sculptures if the weather cooperates.

- b) Valley Jr/Sr High School Report

**Jr. High Read Across America**

The Junior high celebrated *Read Across America* in honor of Dr. Seuss' birthday March 1- 5<sup>th</sup>. Each day was a different theme. Cathy organized a participation competition and many kids participated.

**Jr. High MTSS**

Cathy met with Shelly Simpson to discuss next steps in MTSS and to discuss what grades 5 & 6 have been doing. Joy and Crystal will meet with her to discuss grades 7 & 8.

**Valley Trip to Baker**

Jr. and Sr. high school students went to Baker Mountain on March 4<sup>th</sup>. Thank you to Corey Farnham and Cathy Foran for organizing this trip.

**New High School Staff Member**

Our new staff member, Isaac Davis, started work on Monday, March 1. He is co-teaching with several of our teachers, and he has a planning period each day. He is using his planning period to prepare curriculum for the outdoor education courses he will teach next year. Shelly Simpson is providing Isaac with professional

development on curriculum design. Isaac has excellent ideas for units on forestry, syrup production, orienteering, and others. He will play a significant role in our greenhouse construction this spring and is excited to run the farm to school program next year.

#### ***Visit from Athens Scheduled for March 17***

Eighth grade students from Athens will be visiting on Wednesday, March 17. We will be offering a brief tour of the building and a presentation on classes we offer. Dan McDonald offered to do a science demonstration for these students, so thank you to Dan.

#### ***High School Electives Proposed for Next Year***

Karen LaForgia has proposed a photography course at the high school. There has been discussion of returning the shop building to student use, and several teachers have proposed courses or uses for this space.

#### **Proposed Uses of Student Workshop**

##### ***Elective courses taught primarily in workshop space:***

##### **Building Science and Sustainable Home Building**

This course would progress through a series of units including the following:

- Basics of home framing
- Basics of plumbing
- Basics of electrical work
- Sustainable building practices
- High-performance insulation approaches
- High performance wall assemblies

The end goal of the course would be the construction, marketing, and sale of a high performance “tiny house” or modular cabin.

##### **Design, Construction, Branding, and Marketing**

In this course, students will create their own “maker” channel on YouTube. Students will complete a series of shop projects and create engaging videos detailing their progress. In this process, students will use the following programs:

- Computer Aided Design (CAD) software to design projects
- Microsoft Excel to create materials lists and pricing sheets
- Word processing program to create video scripts
- Video editing software to edit audio and video

The end goal of the course would be using SketchUp or a similar CAD program to independently design a project and produce a set of plans and price sheet, construct the project in the shop, and produce a video detailing the process.

##### ***Elective courses that would use the shop periodically***

- The farm-to-school program would use the shop for construction of cold frames, shelving, and other projects
- The outdoor education program would use the shop to build traditional snowshoes, canoe paddles, archery target stands, bow hangers, and other projects
- The wildlife biology course would use the shop for construction of bird houses and other projects
- The science course would use the shop for the wind-blade challenge (windmill blade design contest), an alternative energy design project, and other projects

- c) Director of Special Services Report

#### **Summer School**

The ESEA Reallocation grant for Title I summer programming was submitted on time and we anticipate a response from the DOE by the end of March. We are requesting \$24,865. Last year we requested and received \$14,165 for a similarly structured program. This year, we are hoping to get more students involved. The learning targets will be aimed at areas in need of growth.

### **ESEA Monitoring**

We sent in the last of the corrective action evidence required for the DOE monitoring of our federal programs at the end of February. The process was stalled by COVID, but the DOE recently resumed evidence collection and I believe we are almost where we need to be. I am attaching a draft of a parent engagement brochure that we developed in response to corrective action needed to give an example of the work.

### **ESEA Fiscal Allocations**

Projections for FY22 ESEA and LE funds have not been made available yet, I will report them when they are made available.

### **Attendance and Truancy**

We currently have two students at the high school level who are habitually truant which means they have too many unexcused absences. Truancy is required to be reported to the school board before next steps can occur.

### **Dropout Reporting**

We have one student who will be reported as a dropout this year. The student was expected to graduate last year, but did not, and has not re-enrolled here or enrolled in another school.

- d) Athletic Director's Report

## **VII. ADJUSTMENTS TO THE AGENDA**

## **VIII. GOOD NEWS**

- a) American Rescue Plan – MSAD 13 may receive another round of CARES Funding. The same parameters regarding expenditures will exist, COVID-19 related, can't supplant local budget, district must be following the 6 CDC recommendations, and maintenance of effort. The district could receive twice as much as the CARES II or approximately \$600,000. The district will be required to reserve at least 20% of the funding for addressing learning loss.
- b) MMSA Grant-Outdoor/Nature Education – Jim has completed the application and submitted the \$1500 grant.
- c) DOE Fitness Center Grant – This grant would provide \$100,000 worth of fitness equipment. Dan is working with the district's partner to submit this grant application.

## **IX. COMMUNICATIONS**

- a) FY20 audit report-Keel Hood-attached – Keel reviewed the audit report and answered questions. The district is in a solid financial position and all protocols are being followed.
- b) Financial Statement-attached – The district may not have to transfer any funds from one cost center to another.
- c) Superintendent MacArthur's April schedule-attached
- d) Request to change April board meeting to April 8, 2021
- e) Curriculum and Instruction

### **High School:**

This month I was able to work with two of the High School teachers in the area of curriculum, daily lesson plans, assessments, classroom management, and the need for updated resources. These teachers are not only embracing the assistance but are looking forward to learning more in order to enhance teaching and learning. Our work will continue this month as we delve deeper into the initiatives.

### **Junior High:**

In February, I met with Teacher Leader, Cathy Foran to discuss the continuation of the MTSS initiative, emphasizing Tier 1 Core Instruction. The January Professional Development allowed the discussion to begin regarding student needs and interventions. A form was developed to input data as well as to look at the whole child. In addition, I met with Crystal Rollins and Joy West for updates on their PD day and to find out what their needs are as well

as next steps for the Jr. High. Our plan is to move forward with a Team in the near future so that we may begin the installation process. My hopes are to work on this with both the Jr. High and High School, simultaneously in the near future.

**Moscow:**

The Guided Reading PD continues, and Darlene will return on March 19 for a half-day session. With the updated Pioneer materials, the teachers will be guided as to the most efficient and targeted way to plan a lesson, implement the Foundational Skills, as well as all of the necessary Reading components. This workshop will be in person and will be more of a hands-on approach. There is a possibility that Darlene will return in May for one final session, and then I will continue the work moving forward, with Wendy and the staff.

**Administrative Meetings:**

I had the privilege of meeting with the Superintendent twice in February to discuss upcoming district initiatives for the 21/22 school year. We discussed the possibility of blending and braiding three specific initiatives that will work nicely together, they are:

1. MTSS work
2. Teacher Clarity through John Hattie's Visible Learning series
3. Using NWEA data to drive daily instruction

All of these initiatives will work together and will require a series of Professional Development over the next year. I do believe the district is ready for this and will benefit immensely from the work. I look forward to being a part of these initiatives.

March should be an exciting month as there is much planned to achieve!

Once again thank you for the opportunity to work with you and your wonderful district staff!

- f) Old floor scrubbers – The floor scrubbers will be put out to bid.
- g) Met with Bingham Selectmen February 23, 2021 and Moscow Selectmen February 25, 2021

**X. REPORT OF SUPERINTENDENT**

- a) 2021-2022 Budget Preliminary Overview – The proposed budget that we are currently working on is approximately \$10,000 less than last year's budget. The issue is that even with the reductions Bingham's share will increase. Bingham's state required share is up approximately \$40,000 and their additional local will also be higher than last year. Bingham's increases are due to their increase in property valuation. Moscow will see a decrease in their required state share and their additional local.
- b) Discuss updates to 5-year Comprehensive Facilities Plan – see the attached – The board reviewed the draft and decided to wait until we receive confirmation for the CARES III funding and quotes for various projects.

**XI. SUB-COMMITTEE REPORTS** (Finance Committee, Policy Committee, Negotiations Committee, Transportation Committee, Buildings and Grounds Committee, Personnel Committee)

Finance (Elizabeth Brochu, Brian Malloy, Bonnie Atwood)

Policy (Leo Hill, Janelle Ingersoll, Brandy Hill, Beverly Brown)

Negotiations (Pauline Lagasse, Sheree Brown, Adrienne Mathieu, (alternate) Janelle Ingersoll)

Transportation (Leo Hill, Brian Malloy, Adrienne Mathieu)

Buildings and Grounds (Leo Hill, Bonnie Atwood, Pauline Lagasse, Beverly Brown)

Personnel (Leo Hill, Elizabeth Brochu, Brandy Hill, (alternate) Janelle Ingersoll)

- a) Policy committee report – Brandy Hill reviewed the policies that the committee had reviewed and recommended them for a first readings.
- b) Negotiations committee report – Recommending a \$1,000 increase for the Network Administrator and an increase to \$45/hour for the School Nurse hourly rate increase to \$45/hour.

## **XII. OLD BUSINESS - None**

## **XIII. NEW BUSINESS**

- a) Upon a motion by Adrienne Mathieu and second by Beverly Brown the Board unanimously voted to rescind policy BBBG-School Board Officers
- b) Upon a motion by Bonnie Atwood and second by Brandy Hill the Board unanimously voted to approve the first reading of policy BCA-Board Member Code of Ethics as amended.
- c) Upon a motion by Adrienne Mathieu and second by Bonnie Atwood the Board unanimously voted to approve the first reading of policy BBBE-Unexpired Term Fulfillment/Vacancies.
- d) Upon a motion by Brandy Hill and second by Adrienne Mathieu the Board unanimously voted to approve the first reading of policy BCB-Board Member Conflict of Interest.
- e) Upon a motion by Brandy Hill and second by Bonnie Atwood the Board unanimously voted to approve the first reading of policy BDF-Advisory Committees to the Board
- f) Upon a motion by Bonnie Atwood and second by Brandy Hill the Board unanimously voted to approve the negotiation committee's recommendation to increase the Network Administrator's annual salary by \$1,000.
- g) Upon a motion by Brandy Hill and second by Adrienne Mathieu the Board unanimously voted to approve the negotiation committee's recommendation to increase the Nurse's hourly wage to \$45.
- h) Upon a motion by Bonnie Atwood and second by Janelle Ingersoll the Board unanimously voted to approve the \$10,000 annual stipend for the Superintendent to continue providing appropriate certification for grades 5-12 principalship.

## **XIV. ADJOURNMENT**

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Sandra MacArthur  
Secretary to the Board