

North Berwick Board of Selectmen Minutes May 3, 2016

NORTH BERWICK BOARD OF SELECTMEN MINUTES MAY 3, 2016

Present: Chairman Galemmo, Selectman Hall, Selectman Johnson, Sr., Selectman Cowan, Selectman Johnson, Jr.

Also Present: Dwayne Morin, Steve Connolly, Denise Van Campen, Stan Cowan

Chairman Galemmo called the meeting to order at 6:30 pm.

1. Pledge of Allegiance

2. Review and Approve Minutes of April 19, 2016

Dwayne stated that he corrected the word Del Hayes that was a question in the minutes. The correct spelling is Delhaize.

Selectman Cowan motioned to approve the amended minutes of April 19, 2016. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

3. Public Input:

There was no public comment at this time.

5. New Business:

A. MSAD 60: School Budget Discussion with Superintendent

Superintendent Steve Connolly stepped forward to go over the school budget. He stated that the overall operating budget for 2016-2017 is \$38,389,000 and it was \$38,167,000 for 2015-2016. The increase to expenditures is \$222,000 and the decrease to revenue is \$350,000 so the total increase to taxes is \$572,496. The total increase represented in the budget is 3.38%. The current mil rate that has gone back and forth in the last couple of legislative sessions represents a loss in our revenue of \$114,000 or 20% of our total change.

Mr. Connolly stated that in Article 1 there are some ups and downs. There is a decrease of \$446,000 which is for regular instruction. The primary reason for this decrease is due to resignation/retirements and also in shifting the Reading Intervention section. At Noble Middle School almost all of these changes are population driven. There is an addition of a 7th grade Math teacher and a decrease of a Tech Shop position. There is an addition of a Science teacher at Noble High School. They have had a couple people over the past couple of years move into Administration positions that were former Science teachers. They don't have enough staff right now to continue to offer the breadth of science offerings. In the Lebanon schools, based on student count, there is an addition of 3 teaching positions. In North Berwick, based on the same

rationale, there is a decrease of 1 position and Knowlton has a decrease of 1 position as well. He stated that they moved the Literacy Coaches and Data Coordinators to the Student and Staff Support section which is in Article 5. He stated that if you look at this section and you see a significant decrease, it will be offset in Article 5 for more than half of that.

Selectman Cowan asked what the loss of the Tech Shop position at the Middle School was due to. Mr. Connolly stated that during the school year, they had 2 people in those positions, but one of them retired after the first quarter. With the other position, the person took a job at the Shipyard. They are looking to incorporate some of the STEM (Science, Technology, Engineering and Math) work that they have at the High School. They took the two programs that they had and are combining them into one STEM program. Selectman Cowan asked how this differentiated from the Tech Shop. He stated that one of the programs was where the students did bridge building, CO2 cars, etc. The other program did stress relief designs and they had antiquated computers. Students were doing a little bit of programming with these but not much. They have the coding piece that happens in the classroom. There is a Technology integrator in the building and there is also somebody doing the STEM programming. It was two programs that were a little on the traditional side and they are combining the engineering, robotics and heavy pre-STEM work.

Selectman Hall stated that the way this was written, it shows a decrease of \$571,142 which is half a million dollars in Regular Education in salaries. He asked Mr. Connolly how many actual Regular Education teachers will be losing their job and how many of them are due to retire. Mr. Connolly stated that they have 2 retirements, one of which they are not filling. The offset of that position will be an addition at the Middle School for Math. Mr. Connolly stated that he believes that the majority of this amount is due to the Literacy Coach and Data Coordinator positions shifting over. Denise Van Campen stated that at the Middle School, there is a zero decrease because they are adding a Math instructor and taking away a Tech Shop position. They are adding a Science teacher at the High School and 3 teaching positions in Labs for a total of 4 new positions. They are losing one teacher in North Berwick and one at Knowlton which would bring our increase of teaching positions to two. Selectman Hall asked how they account for half a million decrease in Regular Education. Denise Van Campen stated that about \$200,000 of that is due to the Literacy Coaches shift which will be under Article 5. She stated that this Article for Regular Instruction is intended to be more instructional in nature. It includes classroom teachers and classroom ed techs. She stated that as we get further down these processes that are being developed by the State, they are finding that the Literacy Coaches are not in the classroom as much with the students. They are more for the support of the teachers. Denise Van Campen stated that they are more accurately located in Article 5. Stephen Connolly stated that the remaining amounts are decreases in positions due to the changeover. When a person retires they are at a higher pay scale and when they hire somebody new, they are at the lower end of the scale.

Mr. Connolly stated that the enrollment in North Berwick School is going down based on the count and the number of students per class so there is a decrease of one there. The same goes for the Knowlton School. Selectman Cowan asked if we were losing teachers for a certain curriculum area. Mr. Connolly stated that it was all based on student count.

Selectman Hall stated that they are shifting a lot of people to coaching and literacy positions who were listed as direct instruction teachers. He asked Mr. Connolly how many administration positions were being added. Mr. Connolly said that they were adding a .5 Assistant Principal in North Berwick, a .5 Assistant Principal in Lebanon and an Assistant Principal at the Hussey School for a total of 2 positions.

Selectman Hall stated that he has a concern regarding what Mr. Connolly said in his write up. Mr. Connolly wrote that they needed these Administrators for evaluations, yet they have shifted a bunch of people away from direct education and added them to coaching. Mr. Connolly stated that the Literacy Coach's roles were not changing in regards to what they are doing. He stated that under the 2015/2016 budget, they are under this topic which doesn't actually meet the requirement in our 279 for the portion that they are doing with the students. They have not assigned them to do anything different, but they are re-categorizing them to meet our reports. Selectman Hall stated that he understood this but he doesn't understand that through the Marshall Rubrics, the need to supervise and evaluate teachers. He said that it seems like we have shifted a lot of people to that role and are also adding more Administrators. Mr. Connolly stated that the coaching roles are not evaluative roles at all. Just because they are under Article 5, doesn't mean that they are not under the Teacher Contract. They do coach new teachers, work on new strategies, and work on improving their literacy numbers across the district. The people that are going to be doing the evaluative work specifically are just those in the Administrator roles. Selectman Hall stated that he will vote for the budget but he does have a problem with having less teachers doing direct instruction with students but having more coaches and administrators evaluating and coaching teachers to help with their instruction. Mr. Connolly stated that when Irene Morrison was put into last year's budget from the 2014/2015 work that created this 15/16 budget, she was not an offset. These people are not some that have taken away position from a classroom teacher and reduced the number of people we have working with teachers. It was an addition to the budget at that time. Mr. Connolly stated that when they are doing their coaching work, there is nothing that is prohibiting them from specific instruction and modeling with teachers. The difference is that they do not have an assigned class. Selectman Hall said that it was a good thing when Mr. Connolly came in and taught some classes for one of the teachers. He stated that it would be nice for some of these coaches to have that kind of a structure expanded so that we get more people working directly with the students. Mr. Connolly stated that the Elementary coaching positions are designed in practicing that way. Mr. Connolly said that he appreciated the feedback and will take it in earnest.

Selectman Cowan asked if the increase in Administration was primarily due to State mandates. Mr. Connolly stated that the previous evaluation system that has existed for generations is a minimum requirement of 2-3 scheduled pre-conference, pre-observation, observation and then the post-conferences. For probationary positions, it would usually happen 3 times a year. For continuing contracted people on a cycle of every three years, it would typically be more 2 times a year. What has become very evident is that there has been little change in the past decades as far as being able to provide a coaching model. Administrators have been using it more as a tool to say that the teacher can continue to teach in the district or that they need to have a plan. Mr. Connolly stated that one of the pieces from the Federal Statutes under the ESEA (Elementary and Secondary Education Act), was a requirement that there be more consistent feedback in every classroom every year and coaching models. The brand new requirement known as the

Every Student Succeeds Act that has replaced the other ones promotes this as well. In order to continue to receive the Federal funding that goes through the State Department and to us, we need to meet State regulations on Chapters 180 and 508. The model now is for coaching and frequent impromptu visitations for the Administrators to be more present in the classroom. It is usually about a 15 minute walk through observation that an Administrator does and they evaluate about 6 elements such as safety, learning objectives, the teaching that is happening, expectations in the classroom and the learning and literacy. They then send an email out to the person to let them know what they noticed, ask questions and make suggestions. Then there is a 15-20 minute face to face between the teacher and the Administrator. Selectman Cowan asked if this model is something that has been mandated by the State and it is now the obligation for the schools to provide the essential personnel to be able to do this model so they can continue to get funding. Mr. Connolly said that she was correct. He stated that the model that they are using next year would be a 4 and 2. The 4 would be the number of mini-observations and face to faces per person. The 2 is when the Administrator goes into the professional learning community time and the common team time that they have to review student data, student artifacts, doing assessment calibrations and unit design. The teacher would get feedback from these as well. Every Administrator does a minimum of 6 per teacher. Mr. Connolly stated that if you take just that piece of the legislation and calculate the minutes for it, they would have 22 ½ weeks of classroom time. Another thing that they have is the Student Learning Objective (SLO) of which the teachers need to have 2 of each year. They are data driven. The teacher meets with their Administrator and present what their SLO is and there is a lot of documentation. Selectman Cowan stated that it looks like evaluations have become a much more complex and intensive process than what she experienced. She would be lucky to have one evaluation in a calendar year. It sounds like it is has become a more expensive format for schools. Mr. Connolly said that they need more human capital to be able to meet these demands. He stated that the Director of Teaching and Learning, Assistant Superintendent, Special Education Director, Assistant Special Education Director, as well as himself, are all doing these as well. They believe that it is a much improved model. They are focused on two words right now-survivability and durability. They want to make sure that they can do the program that they are required to do. If the State changes in a year or the ESEA changes in 2 or 3 years, we want to make sure that we have a plan that has been approved by the State through the year 2021 at a minimum, we can continue on this path.

Chairman Galemme asked if the positions that he was just talking about involved the Reading Intervention shift. Mr. Connolly stated that it was not and that those 2 were a decrease. He stated that they are always looking at their data and looking at the most effective models. Currently they have a Reading Intervention piece where the data coming out of it is not showing that our students are not demonstrating the particular progress that they would like to see. They have tried to tweak the program to get better results. They have decided to use a model called Kindergarten Jumpstart which is a summer program for 4 year olds. It takes place for the students that are coming into our schools at the kindergarten screening operating at 2 or 3 year old levels. Some kids are 3 years behind their 5 year old peers in their literacy receptivity. They don't have book orientation to know how to handle it. They don't have rhyming in place. They don't have any letter or number recognition. A student that is 3 years behind when coming into kindergarten is 70% likely not to graduate from an American high school. For a student who is 2 years behind, it is a 50/50 chance that they will graduate.

Mr. Connolly stated that they also have a Kindergarten Jumpstart Plus for some kindergarteners that still have not made progress. He stated that what they have seen from the first year is that they are at about 86% proficiency with students demonstrating on any of the assessments that we give them. We were at 68% last year.

Selectman Hall stated that for a number of years now, they have been doing the double reading and writing in the 9th grade. He was wondering if there was some data that shows that this has been successful. Mr. Connolly stated that for students that are coming into the 8th grade and are reading at no better than a 7th grade level, the double dip approach shows that it is not working with all students. Next year, they are incorporating a program called Sound Training. It is a 6 week program that all 8th graders will go through next year. This program is from the UK. There are two school systems in the United States that are currently using it. One is in San Francisco and one is in Florida. He stated that they have seen the data from these schools and it looks like it could be almost too good to be true. The people from the UK came over to present a demonstration and it looks like it is a good program. Mr. Connolly stated that they would use this program along with the Reading Intervention to help these students move forward. Selectman Cowan asked if this was for Regular Education students. He stated that all 8th grade students will be going through it next year.

Mr. Connolly told Selectman Hall that he would love to see the Writing piece at the High School be more of a built in requirement for students. When a student has finished with their paper, they would need to submit it to the students in the Writing Lab because it is a peer piece with talented students. He would like it to be more of a requirement instead of just letting students use if they want to. Selectman Hall said that he thinks it might be a better idea to use some of the money from here and move it to the earlier grades. Mr. Connolly thinks that the K-3 piece that they are building now will be helpful. They know that kids that are exiting the 3rd grade on level are the kids that are going to be successful in school. The kids that are not on level are 4 times at risk compared to their peers. When they talk about on level, they are not talking about US level because the US level is the 40th percentile. When they do their benchmarks and say that students are proficient, the students are in the 50th percentile or above.

Selectman Cowan asked if there was a breakdown in the students that are experiencing reading issues based on the demographic locations or is it consistent among all three towns. Mr. Connolly stated that it does break out demographically. Right now, our scores in Lebanon are disparate to the Berwick and North Berwick scores. They have doubled up the Kindergarten Jumpstart intervention there. There is the Lebanon Community Learning Center that provides students with an after school extension for regular education low performing students. They have the most flexible of the Reading Intervention programs going there.

Selectman Cowan asked about students getting pulled out of Social Studies so they can do the reading interventions. Mr. Connolly said that this is the case and they have had many conversations about it. He feels that Social Studies is a great opportunity for an extension of literacy in an historical sort of way. They should figure out what the specific skills that we will be working with these kids on for their literacy gain and incorporate it into whatever topic they are discussing in Social Studies. Selectman Cowan asked if there was currently a liaison between

Social Studies instructors and the person doing the Reading Intervention. Mr. Connolly said that it is definitely not good enough and they are working on it. Selectman Cowan is concerned about removing students from a curriculum area. She said that it is important that the curriculum be incorporated into their reading instruction.

Mr. Connolly went on to Article 2 regarding Special Education. There is about a 2% increase there. We see a decrease in out of district costs. When he started here there were 23 students that averaged about \$48,000 apiece for out of district costs. Mary Hurd Academy is now in its 3rd year and has 26 students in it this year. Out of this 26, there would have been 22 of them that would have been outplaced. We have seen a reduction in the amount of money that we are paying for our out of district and our Hurd students combined. We still have a few students that need to go out of district because they are beyond any service that we can provide. Selectman Johnson, Jr. asked what we would charge for tuition for somebody to attend the Hurd Academy from another district. Mr. Connolly stated that they had planned for it to be around \$24,500. Selectman Johnson, Jr. asked if we were accepting any out of the district students. Mr. Connolly stated that our capacity without changing our staffing is 26 students. We were talking with Kittery and Sacopee Valley whose students currently ride 1 hour and 15 minutes to get to their programs. We would have been about an hour. Selectman Johnson, Jr. asked if they would be choosy as far as what districts they would take students from. Mr. Connolly said that they would be mindful of where they accepted students from. He stated that they didn't take on these out of district students because they figures that they had 2 students that were going to be good students to fill the two spaces. We are currently at capacity with 26 students and 5 adults for staff.

Mr. Connolly stated that they currently have the integration within the community. We have the thrift store where the students collect merchandise from all over the community. They wash and dry the clothes themselves and fold and label them all. They also work with the Backpack program. They are serving about 93 students every Friday that are food insecure in our district. They provide the backpack and work very closely with the Food Pantry on Maple Avenue. Some of the students also work on a local farm. They are learning that they have a value in the community and you are not going to get that in an out of district placement. He stated that they are doing coordination with the placements outside as the kids come and go into our program. We had our first student last year graduate from Noble High School versus from Hurd Academy. Sue Austin has done a great job with this part of the program.

Article 3 is regarding Career and Technical Education. This has an increase of \$3,500. In one of our satellite programs for Child Care, one of the employees took a job elsewhere and the new person is higher in years of experience so it is a higher cost. This is actually pretty much a wash because Kennebunkport has joined our Sanford Regional Technical Center so we are splitting it 8 ways now instead of 7.

In Article 4, Other Instruction there is an increase of about 2.5%. Mr. Connolly stated that we have an Ed Tech who works for us full time but comes in on a staggered schedule. For 20% of her day, she goes to the Lebanon Learning Center which is after school hours so we added that part into this Article for her cost. The Summer School increase is because of the Kindergarten Jumpstart, Kindergarten Jumpstart Plus and a Step Up Program.

Selectman Hall asked if there were any plans to expand the Career and Technical Education or was STEM going to be taking that over. Mr. Connolly stated that they are always looking to add things. They are looking for more STEM opportunities through SRTC but they are really doing the focus here in district because we have specific control over that. At the High School, they have the electric guitar making class where they learn about the physics behind it and the construction of it. They have the Solar Car Challenge this weekend down in Connecticut. They have two cars competing. They won with one car last year. They still offer welding. They have the Wind Challenge out of the University of Maine at Orono. Mr. Connolly stated that a student coming in as a freshmen and start earning your proficiencies, you are also given a document that states that you can work towards a STEM endorsement on your diploma. This consists of a menu from internships, to particular courses, SRTC, and other flexible things that we can build. They have also started another specialty this year that is called SEAL. It is for Social Studies, English/Language Arts, Arts and Languages. You can earn two specialized endorsements. One of the things that they are working on with the University of Maine regarding the STEM endorsement is that if you graduate from Noble High School with a STEM endorsement, you can begin at the College of Engineering as a sophomore.

Selectman Cowan asked what grades are able to utilize the Tech Education. Mr. Connolly stated that it was for the juniors and seniors. Selectman Cowan stated that it is very frustrating to her that we do not offer the tech programs to the freshmen and sophomores as well. She stated that we try hard sometimes to hold on to kids and keep them engaged in public education until they get to junior year. She feels that if students would be able to participate in the Tech programs sooner it may keep some of them in school. Mr. Connolly stated that one of the big problems is having the space for additional students.

Article 5 is regarding Student and Staff Support. This includes Guidance, Student Health Services, Library costs, Instructional Technology and Staff Development. There is a \$267,000 increase of which about \$200,000 is due to the shift in the positions that were discussed earlier. Over the last year, we have had 4 position changes in nursing.

Article 6 is System Administration. Mr. Connolly stated that these are all costs associated with operating expenses of the Superintendent's Office and the School Board. There are amounts for Legal fees because they have Teacher negotiations and AFL-CIO negotiations next year.

Article 7 is regarding School Administration. There is currently a half time Hussey and Knowlton Assistant Principal. That person moved to a Principal role at Knowlton. We added an Assistant Principal at Hussey. In Lebanon we added a half-time Assistant Principal and another half-time one in North Berwick.

Article 8 is regarding Transportation and it is basically a wash. They had some changes in the leadership position. We are saving money in administrative costs, transportation, facilities and maintenance costs so we can refocus some of that and try to help and offset a little bit on the administrative side. Our contracted bus repair is down because we have 47 buses in our fleet. When Mr. Connolly started her 4 years ago they had 23 of them that were on the threshold for replacement by the State. Now they are at 10 buses. In the last 3 budgets, we have caught up tremendously. We are in a situation now where our fleet is in good shape and if we keep our

replacement cycle of 3 per year, we should stay in good shape. He stated that it is cheaper to manage our own fleet than to outsource it.

Article 9 is regarding Facilities Maintenance. It includes the Capital Improvement for the one time cost. We do have some major work to do at Noble Middle School to bring that up to code. They want to finish the 3rd floor asbestos abatement. They want to replace some grates. At the Noble High School, they want to replace some of the lunch tables. They want to put some generators in some of the schools because we have had 3 outages in the past year and we have lost a good amount of produce from that.

Article 10 is regarding Debt Service and Other Commitments. Mr. Connolly stated that regarding the Maine Bond Bank, it will not be a savings that we see but the State has refinanced all of the bonds around the State. This will be a good savings for the State.

Article 11 is regarding All Other Expenditures including School Nutrition. Mr. Connolly stated that this is up by \$90,000 or a 79.91% increase. This includes a \$.25 increase in lunches and breakfast costs. They are going up another \$65,000 in the contribution.

Steve Connolly stated that each year they get in their 279 the Local Share. Currently North Berwick the average is 29.27% so the change is .14%. What the school needs to collect to balance their budget after all the other sources would be \$17.5 million. This is an increase of \$190,936 or a little less than \$16,000 per month for the local part. The Adult Education is a separate Article. That change is a little less than \$13,000.

Selectman Hall asked Mr. Connolly if he had data from the three elementary schools on how many times the Administrators are doing their 10 minute observations for each teacher. Mr. Connolly that he does have access to this information. They have a program that allows them to see when they did the observations. However, it just date stamps it and doesn't state if it was a 10 minute observation or not. He can look and see how many observations each person has done.

Selectman Hall asked what other duties beside evaluations will the Administrator's be performing. Mr. Connolly stated that they will be doing their regular duties as well. They will be handling disciplinary issues, the Professional Development, the core of the Leadership, financial pieces for the school, and working with the different departments. They will be doing typical split jobs and not just be focused on evaluations.

Selectman Cowan asked what our turnover rate for teachers was like. Mr. Connolly stated that over the last 3 years they have seen it come down some. He stated that they don't have a lot of people resign to go elsewhere if they have been here over the 3 year probationary period. Selectman Cowan asked how he would classify the qualifications of the applicants that were applying. He stated that they were very good.

4. Unfinished Business:

A. Tax Acquired Property: Disposition of the Phillips Property on Railroad Avenue

Dwayne stated that there is nothing new to report on this.

B. Aroma Joes: Review of Project Before Planning Board

Dwayne stated that the Planning Board had approved the project at their last meeting. He stated that there is just one outstanding issue that they are dealing with and that is regarding the drainage. He stated that their 100 year storm calculations are exceeding our limits so they are trying to bring those numbers under control. He is meeting with them next week and he is hoping that they can finalize everything.

Reminders: Next Board of Selectmen's Meeting - May 17, 2016 – 6:30 pm Municipal Building

B. Public Works: Replacement One Ton Bids

Dwayne stated that they bid out the truck to five places and only received one bid back. The one bid that we received was from Quirk for the Cab and Chassis and two on the body from HP Fairfield and Viking. He stated that 2016 F550's are almost impossible to find. They have been sold out because they are starting their new run on the 2017 trucks. The problem is that they are not anticipating them to roll off the line for 80 days. For us that is a problem because we are down a truck. He said that they found a truck up in Vermont that is already set up. The Cab and chassis with body is from Gateway Motors. It is not set up the way we wanted so there will need to be some additional changes to it. Their price is at \$82,838 and we could actually drive up there tomorrow and pick it up. Our budget was \$85,000 so it is still under budget. If you look at the bid from Quirk and add the body price from Fairfield it comes out to \$77,000 so it is a \$5,000 saving. Selectman Cowan asked if the Gateway truck was comparable. Dwayne stated that the Gateway truck is actually a better truck.

Dwayne stated that he spoke to Quirk and asked them what they had available right now. They will check and let Dwayne know. He stated that the body on the Gateway truck is actually a better body than what we would put on our trucks. Dwayne stated that if we went apples to apples between us bidding out Quirk and putting on the same body that is on the Gateway truck through Fairfield, the difference is \$1,700. He is leaning towards just getting the Gateway truck because it will be 80 days before deliver and then another 30 days to get it set up. However, he would like to see what Quirk has available.

Selectman Cowan motioned to allow Dwayne to either get the Gateway Truck or another one from Quirk at a cap of \$83,000. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

6. Other Business:

Dwayne stated that he did tell the Board about the Stub Marsh issue just to make them aware. He stated that the person that has been complaining has made some threats to Oakwoods Lumber. He has called and left messages and threatened to go to court. Dwayne figured out that it was Wayne Bridges. He always just leaves a message because he calls at night. If he gets a hold of the person, he will tell him to come in to discuss it with the Selectmen.

7. Review and Approve Warrants and Correspondence:

Warrant:	April 26, 2016	- \$	0.00
Warrant:	May 3, 2016	- \$	81,539.05

Selectman Hall motioned to approve the Warrant from May 3, 2016 for the amount of \$81,539.05. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

8. Adjournment:

Selectman Cowan motioned to adjourn the meeting at 8:50 pm. Selectman Hall seconded the motion. VOTE: 5-0

Respectively Submitted,
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Wendy Cowan

Selectman: Michael Johnson, Jr.

Selectman: Jonathan Hall

Selectman: Michael Johnson, Sr.