

**RSU 56 Board of Directors Minutes**  
**Board Meeting Amended Agenda- September 26, 2023- 6:30pm**  
**(This meeting will be held at Dirigo High School.**

School Board Members Absent: Carl Lueders, Dianna Cayer (Student Rep)

Also Attending: Marianne Hutchinson, Patricia Benson, Lisa Kiem, Vance Child, Bethany Meehan-Poulin, Erica Chamberlin, Kathleen Crockett, Frank Ranyal??, Pamela Ingel??, 2 students

Barbara Chow, Board Chair, opened the meeting with the Pledge of Allegiance at 6:30pm. Audience introductions were made. Everyone on zoom and Youtube were welcomed.

Motion to add the following:

## VII Supt. Report: Reporting of new hires

## CONSIDERATION OF THE MINUTES

- [illegible]

B. Meehan-Poulin: Thank the board for the support of getting the girls soccer team reinstated this year. We had 18 girls turn out for a 8 person league, almost too many for a team. We'll take too many as not enough. It's great to have so many turn out and have something fun to do after school. One thing I wanted to address that concerned me in the last meeting. There is talk about putting to rest single use bathrooms. I want to talk about it from a different lens than probably what you are used to hearing. I am a mom of girls who have hated public rest rooms since they were little. To this day, both of my children will tell you they avoid using the restroom at school because there are other people in there

and it's not a comfortable experience. As an adult I've worked in business, prior to working in education. There is not one job that when I go to work I am using a huge multi stall public use, it's always single use. There is a lot of debate around private use bathrooms but I would like to advocate that it does allow privacy for students for other reasons. If that is something our schools can get so our girls aren't trying to time their going so it's not so crowded . If this ever becomes an option and we have the money please think about it from the lens of the kids who want a little privacy, I don't think that's a bad thing.

## **COMMUNICATIONS**

Pam: Happy to say that Joy Jancewicz was nominated and selected to receive a 2023 Maine Psychological Association Educator Recognition Award. She will be recognized at the annual conference in November. Congratulations to Joy.

## **NEW BUSINESS**

1. Approval of craft club job description

This was approved by the Personnel committee

Motion: L. Whittington

Seconded: B. Dyer

Not Voting: N. Sneller

Motion Carried

2. PEPG overview ( Charlie Swan)

Charlie did a presentation on the PEPG - Performance Evaluation Professional Growth

### **Terms to Know:**

**1. PEPG-** Performance Evaluation Professional Growth

**2. SER-** Summative Effectiveness Rating

**3. Marzano-** Educational researcher who created the standards we use for Teachers, Administrators, and Ed Techs.

**4. Danielson-** Educational researcher who created standards that we use for Nurses, Librarians, Counselors and School Psychologists.

**5. I-Observation-** Technology platform used to store both Teaching standards and the evaluation scores.

### **A Brief History.....**

Maine's Chapter 180- Teacher Evaluation law was officially passed in April of 2014. The new law set forth requirements for teacher & administrator evaluation models in all public schools in Maine.

Districts had previously been working on revamping their evaluation models in anticipation of the law and would spend the next 2-3 years creating a plan that would need to be approved, tested and put in motion by the fall of 2017.

The major change and most controversial that Chapter 180 brought to evaluation systems was a student growth component. This required teachers and administrators to have part of their evaluation linked to evidence of student growth.

RSU #56's plan was established while part of RSU #10 and adopted by the board at the start of the 2017/2018 school year.

RSU 56 completed their first "round" of evaluations in the spring of 2019. Where teachers were given their first SERs (Summative Effectiveness Rating).

Due to moving to Remote Learning in the spring of 2020 and due to changes in state mandates regarding the student growth component the RSU #56 School Board approved removing the Student Growth component.

Augusta- The LAW

States that Schools must have the following as part of their Evaluation Plans:

1. A set of state-approved standards.
2. Must be a Growth-based evaluation system.
3. Must involve a 4 category rating system based off performance and growth scores.
4. Must have at least two parts: Professional Practice and Professional Growth and can include Student Growth.
5. Must have a clearly defined plan that is communicated yearly to staff and yearly training provided to all who need/require it.
6. Must have a committee comprised of teachers and administrators who monitor the plan and make recommendations for improvement as needed.

### **The Original Plan**

Part 1: Professional Practice - 50%

Part 2: Professional Growth - 30%

Part 3: Student Learning Objective - 20%

### **The Current Plan**

Part 1: Professional Practices -70%

Part 2: Professional Growth - 30%

Part 3: Peer Mentoring/Observation - 0%

(Added 2018/19 School Year).

### **Part 1: Professional Practice**

1. This Part is worth 70% of your SER (Summative Effectiveness Rating)
2. It involves multiple observations done by administrators.
3. Formal Observations -Pre & Post Meeting, Scheduled, and are typically longer in length  
Informal Observations- Can be drop in or scheduled and are typically shorter in length
4. Teaching Standards are based on Marzano's Art & Science of Teaching- Focus Model & Danielson's Standards for Nurses, Counselors & Librarians.

### **Part 2: Professional Growth**

1. Worth 30% of your SER- Summative Effectiveness Rating
2. This score is based on staff growth on selected and approved goals.
3. The process starts with a self evaluation and the creation of specific and measurable goals
4. Staff will collect evidence to support their growth on their approved goals and present them at the end of their evaluation cycle.

### **3. Part 3: Peer Mentoring**

1. New requirement mandated in the summer of 2018.
2. Teachers are provided with the opportunity to be mentored, to mentor, or to engage in professional activities such as peer observations.
3. Each teacher is required to submit a Peer Mentoring form yearly to their administrator.
4. This does not directly impact a teacher's SER

### **Summative Effectiveness Rating**

1. When you calculate the professional practice scores (at a value of 70%) and combine them with

the professional growth scores (valued at 30%) they get their overall score- Summative Effectiveness Rating (SER)

2. Their SER places them in one of four categories: Highly Effective, Effective, Partially Effective, Ineffective

3. The length of their evaluation cycles and the number of observations done during that cycle vary depending on the category the employee is in.

Highly Effective & Effective- 3 Year Cycle

Partially Effective - Two Year Cycle

Ineffective - Direct Improvement Plan

### **Probationary Teachers**

1. Probationary teachers will complete all three parts of the PEPG plan.

2. Probationary teachers will be on an initial 2 year cycle. If they are still employed with the district after their second year, their initial SER will be based off from their scores from these probationary years.

3. Probationary teachers will have two approved growth goals during their first two years.

### **Changes in our Plan over the years**

1. Used to Include a Student Growth Component

2. Changed the weight of the components (used to be 50% professional practice, 30% Professional Growth, and 20% Student Growth).

3. Adjusted the Rubric ratings for the different categories.

4. The evaluation Committee has downsized, but still meets 2-3 times a year.

5. Changed from the standard Marzano Standards to the Focus Model for teachers, admin and ed techs. Adopted Danielson standards for library, nurse, counselors and school psychologists.

### **RSU #56 Evaluation Committee Members**

DES: Katie Chicoine & Charlie Swan

TWK DMS: Abby Wood & Jason Long

DHS: Heidi Broomhall & Peggy Morse

### **Tour of I-Observation:**

#### **Changes to be Voted on:**

1. Move from 6 observations for each category to the following:

a. Minimum of 3 for highly effective teachers (with at least one being formal)

b. Minimum of 4 for Effective teachers (with at least two being formal)

c. Minimum of 5 for partially effective (with at least three being formal)

2. Change the growth scoring rubrics:

Highly Effective	Effective	Partially Effective	Ineffective
3.26 or higher	2.75-3.25	2-2.74	Below 1.9
3.45 or higher	2.9-3.44	2.50-2.89	Below 2.50

3. Change the format of the SMART Goals so that the measurable parts are embedded into the actions steps of the goals.

There were some questions in reference to the evaluation system used and in regards to student standards.

3. **Motion to approve PEPG committee recommended changes to the district PEPG plan**

After some questions and discussion it was decided by the board to table the vote on the recommended changes to PEPG until the next board meeting

4. Request for a Dean of Students at DES (Charlie Swan)

Charlie did a presentation on the request - Explained the need for this position

**Stipend Amount:** \$6500

**Stipend Term:** 3-5 years (reviewed annually)

**Hours:** Not to exceed an average of one hour per day

**Position Description:**

This position would be to assist the building administrator with a number of tasks. These tasks will be more managerial in nature, but will also involve working with students in minor disciplinary matters. The Dean of Student representative would also be a part of the school's leadership team.

**Position Responsibilities:**

1. Manage 504's
2. Help in the creation of the Master Scheduled & Duty Schedules
3. Help with the organization and support of truant and high absenteeism students
4. Assist the building principal with minor (non suspension type) behaviors
5. Support with student- related supervising duties as needed.
6. Assist with social media and family functions as needed
7. Other student -related duties and responsibilities as assigned.

**Reason for the Position:**

1. Increased number of teachers in their first 3 years of teaching (8 in the building).

These staff members require more supervision and support from the building principal; therefore, the building principal is not as available in the office to handle minor situations.

2. Increased student behavioral concerns.

3. DES previously had an AP stipend and a part time secretary position. The loss of these two has made juggling admin responsibilities extremely difficult.

4.

Needed support in areas around truancy.

**Possible source of funding:**

At least for the 23/24 school year, we had three veteran teachers resign and are being replaced with three newer teachers. The cost savings there could be applied to this stipend.

Question was asked if this position would help DES principal get better with outcome results. C. Swan: That is my hope.

Question: An average of an hour a day? Is that going to be enough time? C. Swan: Yes, it will. It will depend on the day, some days are busier than others and also on who gets this position.

Question: Since it is a stipend position, are you hoping to pull someone from within the building, obviously not a teacher with their responsibilities? C. Swan: It could be a teacher, teachers have planning time. It could be someone outside the school. The big thing is it is important for them to be familiar with an elementary school.

Pam: as with any position it would get posted and then Charlie would go through the applicants and pick the best person for the job.

5. Approval of Dean of Students Stipend position at DES  
Motion: B. Dyer made a motion to approve for this year 23-24 the Dean of Students for DES  
Seconded: D. Whittemore  
Motion Carried
6. Discussion of COVID related concerns (Masking etc.)  
Kathleen asked for a discussion for masking. She is very concerned and would like the board to weigh in on “fear based or fact based” responses to COVID. She feels lockdowns are very damaging to students in many ways. A study showed that masks do not work for COVID. She wanted to make a motion. Rewritten as per K. Szostek during meeting of Oct 10, 2023  
B. Chow: Commented there was nothing to motion. This is a discussion and there has been nothing in regards to masking, school closures or anything at this time.  
The rest of the board gave their views on this issue. The consensus was that at this time it is a non-issue has nothing has happened. A lot of the board members also spoke that they would not be in favor of school closures or mask wearing.  
B. Chow: She looks at data. As a board member when the law tells us to do something we do what the law tells us to do. Do we like it? Absolutely not. Do the kids like it? Absolutely not. There was some discussion around the board on the opinions of the members.
7. Placement of Board Comments on agenda (Barbara Chow)  
B. Chow: this will be brought to the next policy meeting to be reviewed. There was not enough time in the policy meeting tonight prior to the board meeting to discuss it.

#### 8. Delegate to MSBA

Each year there is a delegate from the school boards. They go over many resolutions.

K. Szostek volunteered to be the delegate.

**Motion:** B. Dyer made a motion that Kathleen Szostek serve on the MSBA delegate

**Seconded:** J. Bradbury

**Opposed:** L. Whittington

Motion Carried

#### 9. Review of Proposed MSBA Resolutions

Barbara went over and explained the MSBA Resolutions and helped Kathleen S. ( the appointed delegate) to understand and know how the RSU 56 Board felt on certain resolutions for the upcoming virtual meeting in October 2023

### **OLD BUSINESS**

#### 1. Region 9 Updates (Bruce Ross/Brian Keene/Wayne Thurston)

B. Ross will come to the 1st meeting of the month to go over any Region 9 updates. The Region 9 Board meeting is the first Wednesday of the month prior to the first meeting of the RSU 56 board meetings.

#### 2. Review proposed outline for strategic planning (Pam Doyen)

Pam went over the plan & possible schedule for working on the Mission & Vision statements for RSU 56.

**Identify Need:** Our mission and vision statements are six years old. They were created when RSU 56 separated from RSU 10. Education, our school, our staff, and our students have changed since that time.

We need to update all aspects of a strategic plan. We want to have this in place for the 2024-25 school year.

**Determine Process:** Proposal is to use a framework designed by Superintendent Andrew Dolloff of Yarmouth Schools. He is the author of *The Trust Imperative* (2022) and has been featured at MSSA Annual Fall and Winter Conferences.

**Charge:** A school operations vision help to align operational strategies with the broader goals and objectives of a school. It provides a roadmap for decision-making, resource allocation, and priority setting. By having a clear vision, schools can ensure that their operational efforts are focused and purposeful, contributing to the overall success of the institution.

**Strategic Planning Team:** Recommend capping at 15 and should have representation of all groups but not be overwhelmed by any one group. Representation from the following is ideal- school board, staff, students, families, community members, selectmen, business, and volunteer agencies. An invitation will be posted on FB, at local businesses, and a flyer will go home. We will also hold open surveys of any questions that we create for this process. We will set up a new page on our district website to follow this process. Remember all actionable items will have to be approved by the board.

**Samples:**

**Yarmouth School District** (Completed strategic plan)

**Maranacook RSU 38** (Overview of process & invitation to join the team)

RSU 56 Portrait of a Graduate sent separately as a pdf.

The Schedule of the Plan Framework was mapped out

## **SUPERINTENDENT'S REPORT AND CORRESPONDENCE**

*Superintendent's Report:* Pam Doyen

At the last board meeting it was asked how many homeschooled students were in the district. There are 18 homeschooled. 4 from Carthage, 9 from Peru, 5 from Dixfield and none from Canton.

*Administrator's Report:* Brian Keene

Brian was unavailable. He will report out at the next board meeting

*Reporting of New Hires:*

Kelley Skillin- DHS Ed-Tech I, ESSER one year position

Tammy Averill- DES Title 1 Ed-Tech III one year position

Marilee Colpitts- DES Title 1 Ed-Tech III one year position

## **COMMITTEE REPORTS**

1. Student Representative Report- D. Cayer - Unavailable (Homecoming week-working on float)
2. Policy Committee- Met prior to board meeting- Will meet Oct 10
3. Finance Committee- N/A- T. Kelly- signed warrants for the first time.
4. Curriculum Committee- B.Dyer- new chair- Had some discussion with Jason Long about what the challenges are that might be going on. Got a great perspective on how we use our resources. Resources being textbooks and materials. Congratulate Jason, the administrative team and anyone else for how they have been thoughtful and how they are looking into the future and figuring out what materials we may need. Also very impressed to hear that we don't just take every other

school unit and do what they do. Pam it sounds like your team have been very specific that we have this 5 year cycle. Jason left us with that we really need a social studies, history curriculum. Pam stated: we have a social studies curriculum, it's the resources that is needed.

5. Buildings & Grounds Committee- Not met
6. Negotiations Committee- Met last week- Will meet 9/27
7. Personnel Committee- Met a few weeks ago. Went over functions of the committee. Went over with new members the process for interviewing. Some results from that meeting were in the agenda tonight, being the job description for the craft club & the proposal for the Dean of Students. Will meet 10/18 3:00 pm on hiring policy/positions. Nick gave them some coaching stipend positions as well as job descriptions. Looking at getting job descriptions in binders for the committee so they have them as reference going forward, as well as getting them posted and out to the public.
8. Ad-hoc Committee- Meeting 9/28

### **BOARD MEMBER COMMENTS**

B. Dyer: Pam had mentioned that our truancy rate is about 47%. Assume there has been some contact with the parents. Does Pam have some sense as to why? What are the reasons?

Pam: There are various reasons for it. Some students we don't see for some period of time. Sometimes it's sickness they don't call in and tell us about. We have a process. We may call each day, they get a letter of warning, may have a meeting. It doesn't end or resolve the situation sometimes. It can be a call to law enforcement or to DHHS. It becomes more complicated at the high school level.

T. Courtway: Some of the students who may just be gone...are they being held back? Pam: There may be some retention at the elementary or middle school level, at the high school they simply wouldn't have enough credits to get to the next grade level. They may come back and be a senior but they wouldn't be in line to graduate because they wouldn't have enough credits.

L. Kelly: Is there any strategy/plan on what you can do to encourage? Pam: the process is laid out pretty well. We have a dropout prevention committee. We never give up on the student but they are individualized plan depending on the student and the family.

### **EXECUTIVE SESSION**

1. Enter into executive session pursuant to 1 M.R.S.A. subsection 405(D) for discussion and consideration of the administrative contract.

Motion: B. Dyer

Seconded: D. Whittemore

Motion Carried

Entered into executive session at 8:21pm

Executive Session ended at 8:29pm

1. Motion concerning executive session, if appropriate

No action taken

### **ADJOURNMENT**

1. Motion to adjourn

Motion: B. Dyer

Seconded: D. Whittemore

Motion Carried



Meeting adjourned at 8:30pm