

**MAINE SCHOOL ADMINISTRATIVE DISTRICT #37**  
**December 20, 2023**

A regular meeting of the MSAD #37 Board of Directors was held at 7:00 p.m. on December 20, 2023 at the Narraguagus Jr./Sr. High School to consider and act on the following business:

**Board Members Present:** Chris Chartrand, Shelby Greene, David Perham, Steve Dunham, Kimberly Look, Ronald Kenedy, Tiffany Strout, Leann Beal, Bethany Hartford and Grace Kennedy

**Board Members Absent:** Dan Kane and Debra Murphy

**Other persons present:** Ken Johnson, Sara Ippolito, Ron Green, Ab Morris, Annie Morris, Denise Vose, Carol Ann Lisee, Marla Bagley, Todd Emerson, Jonahtan MacLeod, Eric Brooks, Cameron Fudge and Lucille Willey

**MINUTES**

**A. INTRODUCTORY BUSINESS**

1. **The meeting was called to order at 7:00 by Vice-Chair Chris Chartrand.** He noted that Directors Kane and Murphy were excused.  
Pledge of Allegiance
2. **RE: APPROVAL OF MINUTES OF THE SEPTEMBER 27, 2023 REGULAR MEETING**  
**ACTION:** Motion by Grace Kennedy, second by David Perham to approve the minutes of the November 29, 2023 regular meeting as printed. Director Hartford abstained, all others voted to approve the minutes.
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION:**  
Supt. Johnson reported on a zoom meeting held with Nickerson O'Day and the Fire Marshall's Office regarding the CWCIT. The previously proposed cost of \$423K for work on a sprinkler system at the CWCIT was not reduced, nor was there any indication that it would be able to be reduced. Supt. Johnson informed the board that this sprinkler project can go out to bid, that anything over \$250K must be bid upon. The only way to avoid not having this project go out to bid would be to continue with Nickerson O'Day using the change order process. This would simply extend the current project.  
Supt. Johnson reported the FY23 audit is unavailable for review at this time. An extension has been filed and we hope to have that report for the January board meeting.  
Harrington Elementary was adversely affected by the recent storm which caused electrical issues forcing the closure of the school for the remaining two days before the holiday break. Versant had been notified and are working to correct the problem. A generator has been hooked up to the boiler to make sure no pipes freeze.  
Due to newly enacted legislation, we were included in a facilities survey. After a review of our buildings with Supt. Johnson and Maintenance Director Ron Green, Mr. Bridgum was able to report during the latest Superintendents' meeting that our facilities are very well maintained. Supt. Johnson expressed his gratitude to the Custodial staff for their hard work.
4. **RE: REVIEW OF FINANCIAL STATEMENTS**  
**INFORMATION:** Supt. Johnson reported we are on track with our spending and budgeting. We are in a strong financial position at this time.

**5. RE: ADMINISTRATIVE REPORTS (Including Professional Development, ESEA, and G/T) INFORMATION:**

Mrs. Vose reported Special Education is serving 151 students, 22 504 students and have eleven referrals they are currently working on.

Mr. Brooks spoke briefly about the school closure as a result of the recent storm. Until we have full power back to the building we cannot fully assess the damage in its entirety. Mr. Brooks reported the school had a craft day and "holiday shopping" day both staged by the Parent Teacher Group. The holiday concert and class parties have been postponed until January when the students and staff return from the break. The current enrollment is 130 students.

Mrs. Lisee read a report from Mrs. Greene providing the activities and events that occurred at D.W. Merrit School. She also read the updates provided in the report regarding professional development, ESEA as well as the Gifted and Talented programs.

Mrs. Lisee continued on with her report about Milbridge Elementary School which has 124 students. The younger students walked to the nursing home and performed for the residents. The school concert was well attended this year. The Parent Teacher Group presented a craft day as well as a "shopping" day at no cost to the students. Students participated in a Spirit Week and bus evacuation drills.

Mr. Emerson reported the Dental Hygiene clinic serviced 60 students. There were bus evacuation drills and Sophmores were able to visit the CTE programs in Machias and at the CWCIT. Wreaths Across America hosted their kick off events at the school at which the Student Council assisted with the dinner. Current enrollment has 98 Jr. High students and 211 High School students.

Director Greene asked if there are any other activities / clubs other than sports available like Math League or French Club. Mr. Emerson responded at this time due to staff turnover and low student interest there were not.

**6. RE: SUBCOMMITTEE REPORTS:**

**a. Athletics/Student Activities-** none

**b. Curriculum & Instruction-** none

**c. Negotiations & Grievance-** none, although Dir. Hartford expressed interest in being the Chair for this committee. She was informed that the committee will select their Chair when they next meet.

**d. Policy & By-laws-** none

**e. Facilities, Maintenance, Safety & Transportation-** none

**7. RE: PUBLIC COMMENTS INFORMATION:** none

**8. RE: AGENDA ADJUSTMENTS**

**ACTION:** Motion by Ronal Kennedy, second by Beth Hartford, and voted (unanimously, with no abstentions) to add item 1A to new business to discuss a grant opportunity to be presented by Mr. Fudge.

**B. OLD BUSINESS**

**1. RE: DISCUSSION REGARDING MOVING FORWARD WITH SPRINKLER PROJECT**

#### **AT CWCIT:**

Supt. Johnson, Directors Murphy and Hartford were all at a meeting relating to the sprinklers. Supt. Johnson said the positioning of the sprinklers will depend upon the type of programs being used in each area. An architect would be the best way to ensure that we are able to utilize the entire space to its fullest potential. Supt. Johnson asked if we wanted to spend the additional money to hire an architect to ensure we will not have to rework the sprinkler system later on when programs are decided upon.

Supt. Johnson was assured the current water tank and pump would be sufficient to add the sprinkler system in question. He also indicated Nickerson O'Day will be working at Sumner High School so they will likely already have the equipment needed for this type of project already in the vicinity.

Director Chartrand asked if we would need an elevator installed to utilize the upper space for classrooms. Supt. Johnson said this would be one thing an architect would be able to advise us on. Director Look suggested that we need phase planning to ensure we are getting the maximum potential use out of the building. This would also prepare us for future development projects and help mitigate unnecessary and costly changes.

Director Hartford recommended we talk with our attorney regarding recouping some of the funds paid to the architect of the latest renovation. While Director Beal asked if we would need to obtain another bond. Supt. Johnson would not advise that at this time. He would like to review the audit once it is available to be in a better position to make a recommendation for funding this project.

Motion made by Dave Perham, second by Steve Dunham and voted with no abstentions to move ahead with the sprinkler project so we can come into compliance.

Director Kennedy made a motion to return to agenda item 8 re: agenda adjustments, seconded by Kim Look and voted unanimously.

Ron Kennedy made a motion to add item 1B to New Business to have the Superintendent take legal action against the architect. Seconded by Kim Look and voted unanimously.

### **C. NEW BUSINESS**

#### **1. RE: CONSIDERATION OF 1<sup>ST</sup> READING OF POLICY REVISIONS**

- a. IHBAJ Special Education Student Oversight Agreement
- b. JKAA Use of Physical Restraint and Seclusion
- c. JKAA-R Procedures on Physical Restraint and Seclusion

Motion by Grace Kennedy, second by Leann Beal and voted (unanimously, with no abstentions) to approve first reading of the policy revisions.

#### **1. A. RE: DISCUSSION OF THE NARRAGUAGUS GREENHOUSE PROJECT:**

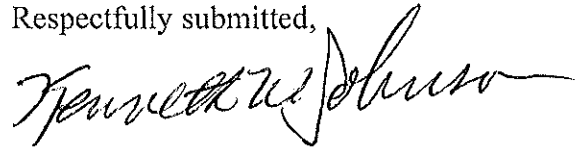
Mr. Fudge presented a document outlining the grant opportunity available for a greenhouse through the Maine Outdoor Learning Initiative. Along with a greenhouse this would also provide the school the opportunity to upgrade the science equipment some of which is from the 1970s. Motion by Kim Look, second by Shelby Greene voted (unanimously, no abstentions) to allow Mr. Fudge to submit the grant application for consideration.

#### **1. B RE: HAVING SUPTERINTENDENT MOVE FORWARD WITH PERSUING LEGAL ACTION AGAINST ARCHITECT OF CWCIT PROJECT.** Motion by Ronald Kennedy, second by Shelby Greene and voted (unanimously, no abstentions) to approve Supt. Johnson requesting our attorney send a letter to the architect.

2. **RE: ADJOURNMENT**

**ACTION:** Motion by Tiffany Strout, and voted (unanimously, with no abstentions) to adjourn the meeting at 8:47.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kenneth W. Johnson", with a long horizontal flourish extending to the right.

Kenneth W. Johnson  
Superintendent of Schools