



# Maine Region Ten Technical High School

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*NOTE: These minutes are not official until approved by the Cooperative Board. Such action, either to approve or amend and approve, is anticipated at the February 27, 2017 meeting.*

## MINUTES OF JANUARY 23, 2017 BOARD MEETING

BOARD MEMBERS PRESENT: Jeffrey Wolkens, Ben Parker, Tricia Burse, David Johnson, Brian Pike, John Morang, James Grant, Teresa Gillis

BOARD MEMBERS ABSENT: William Thompson

SUPERINTENDENTS PRESENT: None

PRINCIPALS PRESENT: None

STAFF MEMBERS PRESENT: Nancy Weed, Superintendent/Director

1. Meeting called to order at 6:30 PM by David Johnson
2. Pledge of Allegiance
3. Agenda Adjustments – Add Budget to Actual as 6A
4. **Motion: John Morang**  
**Second: Brian Pike**  
**Vote: Unanimous of members present**  
**To: Accept the Minutes of the November 21, 2016 Board meeting as written**
5. Public Comment  
None

### Old Business:

### New Business

6. Welcome New Members  
Chairperson Johnson invited new Cooperative Board member, Benjamin Tucker to introduce himself to the Board. Mr. Tucker gave a brief background and the Board members introduced themselves in return.
- 6A. Budget to Actual December 31, 2016  
Revenues are exceeding expenditures with no issues noted. Mr. Tucker said he and Mr. Williams would talk about who will take Mr. Konzal's place on the Finance Committee.
7. FY2016 Audit  
Steven Falco, CPA, Manager with McPage LLC gave the report. Mr. Falco stated he had an in-depth meeting with the Finance Committee in November and thanked the MSAD75 Business Office and Nancy for their assistance during the audit process.  
Region Ten Tech received a Clean/Unmodified opinion overall. No weaknesses were noted in Internal Controls and no issues identified in Communication. The Budget saw total revenues exceeding expenditures with expenditures being under due to an increase in the Fund Balance. Going forward, summer salaries will be in the budget for the contract year which will change the beginning fund balance, giving a more accurate picture. Mr. Falco noted 2012-2015 saw a deficit in the fund balance; we are now at a \$118,000 increase.

8. Roof Update  
Superintendent/Director Weed reported the new section of roof was installed without roof guards which has proven to be hazardous when snow and ice fall off the roof. G&E Roofing has been called, and the addition of roof guards will cost \$15,000, which will come out of the FY16 Budget.  
The section of roof that needs to be replaced over Outdoor Powersports will be added to the FY17 budget, but Superintendent/Director Weed is also searching for alternate funding through a loan or grants.
9. MELMAC Update  
The MELMAC Committee needs a Board representative. The Committee meets the first Wednesday of the month at 7:15 AM. The MELMAC Grant promotes and supports post-secondary opportunities for our students. Chairperson Johnson asked why the meeting was at 7:15 AM. This question will be asked at the next MELMAC meeting. Trisha Bursey said she would find out if she could be on the committee as she is familiar with MELMAC.
10. Committee Reports
- Policy – Has not met
  - Finance – Has not met
  - Comprehensive High School – The staff committee meets monthly and is trying to answer questions anticipated by the general public. Members are using information from the 14-15 school visits. Superintendent/Director met with William Beardsley, Scott Brown, Bob Hasson, and a representative from Governor LaPage’s office regarding the vision of the Comprehensive High School. Ms. Weed received a very positive response from Scott Brown. Bob Hasson has asked to be on a working committee. Nancy will be following up on the legislative side.
11. Superintendent/Director Report
- a. **FHFSA Night** – FAFSA night was well attended on October 25, 2016. There will be another complete FAFSA event in February, inviting families in on a Saturday morning for a pancake breakfast.
  - b. **MDOE Mid-Cycle Review** – The feedback report is good overall. The committee was impressed with how in-tune the students, staff and leadership was. Currently, R10 is in much better shape than at the 10 year review.
  - c. **Safety Committee Coordinator** – Jay Danforth is our new Safety Committee Coordinator. The stipend position has had a re-do of the job description to incorporate tasks formerly completed by the Firefighting students. Assistant Director Cindy Hutchins still chairs the committee.
  - d. **Student of the Quarter Breakfast** – The recognition breakfast in December was good. The next breakfast is Friday, February 3<sup>rd</sup>. Invitations will be sent out.
  - e. **Meetings with Principals** – All principals have been meeting monthly to discuss ways to increase enrollment at R10 Tech. All principals agree that there are curriculum concerns and a coordination of curriculum would be a great benefit to R10 Tech students.
  - f. **Meeting with Commissioner** – Covered above in Agenda Item #10
  - g. **CTE Assessment** – R10 Tech has been awarded a mini-grant from the MDOE in the amount of \$29,000 to upgrade equipment. We will be requesting a plasma cutter for the Metal Fabrication/Welding Program and are excited to see the integration of technology in this program.
  - h. **Region 8 Curriculum Committee** – Nancy was unable to attend the meeting, but plans to see their work with sending schools and proficiency based requirements.
  - i. **Recruitment Starting** – Cindy has started recruiting in sending schools for the 17-18 school year. We have updated all program brochures, our Program of Studies and our Enrollment Application
  - j. **Budget Development** – Nancy is working on developing the budget and will have a draft for the February meeting.
  - k. **Other** – Last week, R10 Tech hosted 523 8<sup>th</sup> grade students from Freeport, Durham, HCA, Mt. Ararat Middle and Brunswick Junior High School. The week was a success and 8<sup>th</sup> grade counselors are using the field trip as the starting point for career discussions.  
Superintendent/Weed wants to open discussions with high school guidance counselors on making R10 Tech a pathway in all sending school programs of studies. She is working with students who have been enrolled for four years to see their transcripts and how they managed it. She is also working with students accepted to college for the same reason.  
Health Occupations/CNA Instructor Joanne McMahon was selected by the Southern Midcoast Maine Chamber to receive the Joshua L. Chamberlain Award which is given to an individual with an outstanding record of service to both the military and the communities in which they live. Joanne has 20 year active duty in the Navy Nurses Corp, retiring as a commander, and has been our CNA instructor for four years. She is a volunteer with Independence Association of Brunswick, a board member with Maine Adaptive Sports and Recreation and is co-founder of Veterans No Boundaries. General Trades Instructor Susan Taylor catered the event.

12. Grants/Donations  
In addition to the MDOE Mini-grant, Superintendent/Director Weed applied for a grant through the Stephen & Tabitha King Foundation for a life size mannequin for our EMT and CNA programs. The mannequin would also be used by Adult Education programs and in sending school recruiting.
13. Executive Session  
**Motion: Jim Grant**  
**Second: John Morang**  
**Vote: 8-0**  
**To: Enter into Executive Session at 7:08 PM to discuss a personnel issue, pursuant to M.R.S.A. §405(6)(A). Session to include MSAD75 Superintendent, Business Manager and Human Resource Director.**  
**And to discuss negotiations, pursuant to M.R.S.A. §405(6)(D).**
- Return from Executive Session at 7:40 PM
14. Communication  
R10 Tech received a very nice thank you from the owner of a 2016 for the work that the auto collision repair students did on her car. She said it was ‘like new’ and was very pleased.
- Also received was a nice note from a gentleman who purchased a vehicle at an auction. He sent a check for \$100 to be given to a deserving student in the spring.
15. Adjourn  
**Motion: Brian Pike**  
**Second: Ben Tucker**  
**Vote: Unanimous of members present**  
**To: Adjourn the meeting at 7:41 PM**