



Maine Region Ten Technical High School

68 Church Road
Brunswick, Maine 04011-9765

Phone (207) 729-6622

Fax (207) 721-0907

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 November 21, 2016 meeting.

MINUTES OF OCTOBER 17, 2016 BOARD MEETING

BOARD MEMBERS PRESENT: Jeffrey Wolkens, Bill Konzal, Tricia Bursey, David Johnson, Brian Pike, John Morang

BOARD MEMBERS ABSENT: Janet Connors, James Grant, Teresa Gillis

SUPERINTENDENTS PRESENT: None

PRINCIPALS PRESENT: None

STAFF MEMBERS PRESENT: Nancy Weed, Superintendent/Director; David Giroux, Automotive Technology Instructor; Joanne McMahon, Health Occupations Instructor

1. Meeting called to order at 6:30 PM by David Johnson
2. Pledge of Allegiance
3. Agenda Adjustments – None
4. **Motion: John Morang**
Second: Brian Pike
Vote: Unanimous of members present
To: Accept the Minutes of the September 19, 2016 Board meeting as written
5. Public Comment
None

Old Business:

6. Truck Lease
Region 10 has purchased a 2016, White, Chevy Silverado with a V-plow through O'Connor GMC. There was a \$1,500 increase from the anticipated price given to the Board last spring. We are hoping to have a vehicle auction later this fall to move some of the surplus from the yard.

New Business

7. Budget to Actual, September 30, 2016
Superintendent/Director Weed handed out an updated Budget to Actual with figures in the *Remaining Budget* and *Expended to Date* columns of Construction Services. The Finance Committee completed a review and feel expenses look good.
8. Committee Appointments
Finance Committee – David Johnson, John Morang, Bill Konzal
Policy Committee – Jim Grant, Tricia Bursey
Negotiations Committee – Jim Grant, Jeff Wolkens, Brian Pike

Chairperson Johnson will continue to work on recruiting for the S.I.T. Committee

9. Committee Reports

Superintendent/Director Weed stated there are no committee reports at the moment, but Committee Reports will continue to be an agenda item to be sure no reports are forgotten in the future.

10. Superintendent/Director's Report

a. Parent Teacher Conferences – Conferences were well attended. Instructors did a terrific job at getting parents into the building.

b. Open House – Open House will be Thursday, November 10 from 5:00 – 7:00 PM. All Board members received an invitation and flyer. Posters and flyers are being placed in public areas, have been mailed to current students and will go out to all sending schools 9th-11th grades, Woodside Elementary 5th graders as a follow-up to their visit last year, all business on the Brunswick Landing, a press release in local papers, and personal invites to teachers from students. This year will also expand on the spring career fair by having a job fair focusing on after school and weekend positions. We hope all Board members are able to attend.

c. Facilities Report – Ms. Weed read a list of completed and on-going projects prepared by Mike Knof:

- Safety Works checklist completed and submitted
- Section One of the 3 year plan to fix the roof is complete
- Repairs to the front steps complete – the Welding program will fix the handrails
- The move of Commercial Art and Tech Ten Basic to the old Firefighting area has been completed
- All items from the Foundation for Blood Research as in use or have been passed on to other local non-profits
- Sidewalks have been repaired
- New plow-truck purchased
- All permits for the building are in hand
- ON GOING
- Replacement of skylight in Outdoor Powersports
- Section Three of the roof is being quoted for FY18 budget but may need repairs before winter
- Quotes are being done for electrical upgrade to building
- Working with CMP on power surges to the building
- Bucket truck will be in the building to replace burnt out lights
- Continued work on the new area for Early Childhood Education
- Working on the MDOE audit correction form for the mid-cycle review
- Preparing the FY18 Budget

d. Official October 1 Enrollments – Board members received a handout with graphs. The declining enrollment concerns all staff members at Region Ten. Harpswell Coastal Academy has 22 students enrolled, and of those 22 only 4 are not from a sending district; 3 from Bath and 1 from Dresden. One of the students from Bath would be attending regardless of sending school as she is in EMT Basic. Chairperson Johnson asked if instructors had an indication of why Region Ten has lost so many students from Brunswick High School. Tricia Burse stated her son, an MTA student, would like to attend, but needs requirements for Maine Maritime Academy by the end of his junior year that kept him from enrolling this year. He plans to enroll next year. Superintendent/Director Weed stated across the state there is a look at guidance departments and the scheduling difficulties that exist in getting students to CTE schools. She suggested Region Ten needs to get creative and empower students to find alternate solutions. An informal staff committee has met to begin discussing ways to recruit more students. The following ideas have been generated:

- Improve and increase relationships at the sending schools – inclusive of all teachers, not just administration and guidance
- Increase publicity
- Review the admissions process and create deadlines for guidance offices
- Improve physical plant appearance
- Review curriculum beginning with under-enrolled programs
- Increase the use of Program Advisory Committees
- Survey current students on the visibility of Region Ten and the obstacles face in enrolling
- Bring students, instructors, and programs to sending schools for presentations to empower students in making the choice to attend Region Ten
- Remain open and creative the recruitment process
- The informal meeting ideas will be shared with the entire staff at monthly staff meetings

e. Other

STUDENT NEWS

- Health Occupations and Food Trades students presented at the Curtis Memorial Library How-To event on Saturday, October 1.
- EMT students supported the Brunswick Fire Department by helping out at their annual open house

- Health Occupations and Early Childhood students will be attending a MELMAC sponsored college visit to St. Joseph's College on October 18.
- Brittany Littleford, a Food Trades graduate and current Johnson Wales University student is completing her externship in the Food Trades program and is the new SkillsUSA advisor for Region Ten.
- Since the last Board meeting, 32 graduates have stopped by to visit, sharing success stories and tips about life after high school with our current students
- A former General Trades and Food Trades student is now the kitchen manager at Portland Pie in Brunswick
- A senior from Harpswell Coastal Academy who earned her EMT-Basic license last year is currently working with HCA and Instructor Bellino to put together an independent study to be a teaching assistant in the EMT program

STAFF NEWS

- Staff members attended the annual MACTE conference on October 7 in Lewiston, which included an afternoon of tech group meetings.
- Many staff members are volunteering to participate in the lunch time meetings to look at how to recruit more students to Region Ten.

UPCOMING

- MSMA Conference on October 27, Teresa Gillis will be there for Brunswick and Region Ten
- New Directors' Training on October 28
- Maine Community Foundation's 2016 Inaugural Summit on November 1
- Region Ten Café is open – Thursdays from noon to 1:00 PM.

11. Communication
None

12. **Motion: Jeff Wolkens**
Second: Bill Konzal
Vote: No objection
To: Enter into Executive Session at 7:04 PM to discuss negotiations pursuant to M.R.S.A. §405(6)(d)

Return from Executive Session at 7:20

13. Motion: John Morang
Second: Bill Konzal
Vote: Unanimous
To: Adjourn the meeting at 7:20 PM