



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 October 19, 2015 meeting.

MINUTES OF SEPTEMBER 21, 2015 BOARD MEETING

BOARD MEMBERS PRESENT: David Johnson, Brian Pike, Jeffrey Wolkens, James Grant, John Morang, Dee Carrier, Bill Konzal

BOARD MEMBERS ABSENT: Janet Connors, Brenda Clough

SUPERINTENDENTS PRESENT: Paul Perzanoski, Ed McDonough

PRINCIPALS PRESENT: None

STAFF MEMBERS PRESENT: Pete Dawson, Director; Cindy Hutchins, Assistant Director; David Giroux, Automotive Technology Instructor; Ellen Turcotte, Food Trades Instructor; Bill Ross, Outdoor Power Instructor; Sandra McClellan, Ed Tech III

1. Meeting called to order at 6:30 PM by David Johnson
2. Pledge of Allegiance
3. Agenda Adjustments – Pete Dawson explained that when RSU No.5 Board member, Karin VanNostrand stepped down from the Cooperative Board effective July 1, MSAD75 Board member, David Johnson who had been elected Vice Chair, stepped up to fill the position. Director Dawson asked the two RSU No.5 members if either would be willing to serve as Board Chair for the 15-16 school year in order to maintain the district rotation. Mr. Morang said he would be willing to serve as chair.
Nomination: Jim Grant and cast one vote for the secretary
Second: Jeffrey Wolkens seconded the nomination
Vote: Unanimous
To: Elect John Morang as Cooperative Board Chair for the 2015-16 school year

Director Dawson asked the Board to review the handout of the Board sub-committee descriptions and meeting times and let Kellie know by days' end Tuesday which committees you would like to serve on, ranking in order of preference.

4. **Motion: Jim Grant**
Second: David Johnson
Vote: Unanimous of members present
To: Accept the Minutes of the June 16, 2015 Board meeting as written
5. Public Comment
Automotive Technology Instructor, David Giroux thanked the Board and Superintendents for recommending and hiring Pete Dawson as the Interim Director. His experience and enthusiasm has already proven beneficial to the school.

Old Business:

6. Superintendent/Director Transition
Superintendent Perzanoski directed the Board's attention the Timeline that was approved last April. Mr. Perzanoski requested the Search/Interview Committee be formed by October 15. Instructor Giroux was asked to get three teachers and one ed tech to serve. Board members are asked to recommend community members for the committee to either Mr. Perzanoski or Mr. Dawson. Chairperson Morang asked if any Board members wanted to volunteer now to serve. Jim Grant stated he would like the Brunswick spot. Dee Carrier said she and

David Johnson would be splitting the MSAD 75 spot, with Dee serving through December and David serving beginning in January. John Morang stated he and Brian would talk about the RSU No.5 position and notify Director Dawson.

7. Cooperative Agreement
Superintendent Perzanoski asked the Board to review the red line copy of the Cooperative Agreement created by Attorney, Pat Dunn, as well as the changes to the Job Description provided by the Superintendents' Advisory Committee. Action should be taken at the October 19 Board meeting on changes to the Cooperative Agreement.

New Business

8. Welcome
Chairperson Morang welcomed and introduced to the Board the new RSU No.5 Superintendent, Ed McDonough and RSU No.5 Board member Brian Pike. Mr. Morang also welcomed Director Dawson to Region Ten Tech. All Board members gave a brief introduction
9. Swearing In
Region Ten Tech Office Manager and Notary Public, Kellie Gardner, swore in all Board members present.
10. 15-16 Budget
Director Dawson reported a mistake had been made in the preparation of the 2015-16 Budget resulting in the loss of just over \$47,000.
The first preparation of the Budget was based on the previous two years and lumped finances for both Commercial Art and Tech Ten Basic under only Commercial Art. In December, 2015 the decision was confirmed to the Board to split Commercial Art and Tech Ten Basic into two separate programs. The original total for Commercial Art, inclusive of the budget for Tech Ten Basic, was \$96,442. The budget amount for both programs was listed in cell G297 in the excel spreadsheet. When the split was made, \$50,185 remained in cell G297 for the Commercial Art budget and \$47,257 was moved to the new Tech Ten Basic budget with the total in cell G311. Unfortunately, cell G311 was never included in the SUM function for the total budget, meaning the budget for Tech Ten Basic never made it to the bottom line. When the budget was presented to the Board, \$47,257 was missing and by the time the mistake had been discovered, the budget had been passed in all sending districts and could not have been changed without referendum.
Director Barry Lohnes and MSAD 75 Business Manager Steve Dyer worked to find items within the budget to make up for the \$47,257 loss. Monies were taken from salary lines reduced by the difference of contract year vs fiscal year as well as a minimal amount from Medicare and workers comp from those salary reductions. Tuition reimbursement was cut as former Director Lohnes noted that line item is traditionally underspent and there should be enough remaining to cover all requests for the 15-16 school year. Contingency was cut by half. Fuel was cut due to the current trending decrease in fuel costs. Some program equipment and book lines were also hit. Director Dawson met with all instructor to discuss how their budgets had been affected and said there was a sense of seriousness in staff members, but not one of panic.
Director Dawson told the Board the 2016-17 budget may show a high percentage of increase, the increase would actually be based on the original requested amount of \$2,123,118, not the passed amount of \$2,076,290. Superintendent Perzanoski stated the Finance Committee will make it clear that \$47,257 has been added to the bottom line.
11. Budget to Actual
Director Dawson reported revenues exceeding expenditures. He noted some line items show a high percentage spent to date and those are lines we should expect to be high at the start of the school year: hardware and insurance are traditionally spent up front in preparedness for the school year.
12. Future of Region Ten
A small committee of Director Dawson, Superintendents Perzanoski, Smith and McDonough and Board member David Johnson, Mt. Ararat High School Principal Donna Brunette and Region Ten Assistant Director Cindy Hutchins met over the summer with Commissioner Tom Desjardins and Scott Brown, Director of School Facilities. The committee presented Region Ten Tech's idea of becoming a standalone Comprehensive High School offering both academic and CTE education. The committee made points regarding what could be gained for students especially with the proximity of the Brunswick Landing which could create a feeder system

between a Comprehensive High School, Southern Maine Community College and the various industries moving into vacant space in the Brunswick Landing. Simultaneously, the Commissioner was informed of the possibility of joining MSAD75 and changing to a CTE center. Director Dawson reported Superintendent Smith explained seeing an opportunity with a short shelf life for renovation and missing the window may result in no change for facility for Region Ten. Commissioner Desjardins said he would like to talk to others about both possibilities and saw both possibilities and challenges.

Superintendent Perzanoski stated joining Mt. Ararat High School as a center, Region Ten would still retain CTE status with all the current issues of the model. Mr. Perzanoski presented to the Commissioner the idea of using Charter School Status to create a new standalone model, maintaining the school's own governance. The committee stated this would be a good time for change as Maine has a governor who is a strong proponent of CTE. Superintendent Perzanoski told the Board he would be following up with the Commissioner's office this week.

David Johnson stated he went as a member of the MSAD75 building committee. Mr. Johnson felt good about the level of interest the Commissioner took in discussing the needs of our students, noting that he both listened and participated.

Superintendent McDonough said the idea of using Charter School Status certainly peaked the Commissioner's interest with his biggest question seeming to be how to build a facility only with state funding as that has never been done before.

13. Fire Truck Donation

Director Dawson requested action on accepting the donation of a newer model fire truck from the town of Wells. The fire truck is a significant upgrade and will provide more hands on training for our Firefighting students. Mr. Dawson also requested permission from the Board to donate the current fire truck to another CTE program in the state.

Motion: Jim Grant

Second: Dee Carrier

Vote: Unanimous

To: Accept the donation of a fire truck from the Town of Wells and allow Director Dawson to donate the current firetruck to another Maine CTE program.

14. MSBA Delegate

Director Dawson stated Region Ten is requested to elect and delegate and alternate to the MSBA Fall Conference on October 22-23, 2015. As Ms. Connors and Mr. Clough were not in attendance, the offer will be extended to them as well. Board members are asked to consider the possibility and check in with Director Dawson.

Mr. Grant told the Board he is chairing the MSBA and has but in a request to change the By-Laws to allow direct representation to CTE Regions in Maine.

15. Director's Report

A. Opening Staff Workshop/Update – Director Dawson reported a positive start to the school year noting an enthusiasm from all staff members. During opening workshops, staff began working on an internal ideal vision for Region Ten. Staff members were split into small groups and brainstormed attributes of the ideal school and chose one attribute to flesh out. Director Dawson and Assistant Director Hutchins consolidated the ideas generated by staff into five main attributes and provided the Board with a handout. The faculty and staff will continue work on envisioning the school and the Director feels there has been a good start to the process. Mr. Dawson notes especially, even with the risk involved, the staff is full of excitement about moving forward and is on board with the idea of moving forward and shooting for the idea school instead of remaining in the same model. Even if that process means remaining in our current facility and adding changes slowly.

B. Beginning of School - Positive beginning of school even with unexpected challenges resulting from lightning strikes to the area on September 3. The lightning in the area knocked out power to Region ten's fire alarm system, Air Exchange Control System and a Chest Freezer. Working with Brunswick Fire Chief Rick Desjardins, the Administration was able to formulate a plan for continual fire watch throughout the school done by Educational Technicians and Administration. Without the continual roaming fire watches, RegionTen would have had to close for four days. The teamwork of the staff proved impressive. Insurance will cover the cost of the equipment harmed, with a new alarm system covering the deductible at \$2,500 and a new Air Exchange Control being covered at \$18,500. The addition of the chest freezer would be an additional \$700-\$800.

C. Enrollment – Enrollment is down comparing early September numbers with October 1, 2014 numbers. We currently stand at 254 students down from 266 last October. The biggest hit comes from Brunswick High School down 78 students from 92 the previous year. Programs of note are Firefighting I & II with only two students enrolled this year. Factors surrounding the low enrollment should be looked at by a committee to discover if this is a one year glitch or the beginning of a trend. Director Dawson will be in communication with Board members regarding the creation of a Program Review Committee. The other program of note is Tech Ten Basic with only four students enrolled first semester and nine enrolled for second semester. A reason behind the inequality of enrollment by semester is one school uses Tech Ten Basic as an incentive for students to do well first semester. Another school is working to reschedule its Academy program to allow a free session for students to attend. Internal work is being done to promote the program including providing shop space and better equipment as well as communication among instructors on the best way for students to get exposure to all programs in the building.

D. Perkins Grant – Perkins Grant is all approved and all equipment ordered and received. Director Dawson recently received news of an additional \$1,000,000 the state will be distributing among the 27 CTE schools based on a per student formula with a minimum figure. Director Dawson estimates Region Ten will receive \$25,000 - \$30,000 for equipment or assessments that will directly impact student learning.

E. Goal Statement – Director Dawson reported the teachers at Region Ten will work on one goal throughout the school year focused directly on improved student learning. Teachers are asked to identify an area of student skill or knowledge, based on data, as an area of focus for improvement; develop a strategy to support the improvement; and assess the results of that strategy.

16. Communication

Chairperson Morang stated it was great to see Region Ten Tech staff in the audience and thanked all members of the public for attending.

17. Adjourn

Motion: Dee Carrier

Second: David Johnson

Vote: Unanimous

To: Adjourn the meeting at 7:45