

STAFF MEETING
Wednesday, December 9, 2020
Notes

I. Call to Order – 1:30 PM

II. Staff Debrief

a. COVID Nurse Update

- B Street Clinic in Lewiston is testing teachers – if they are closed it is because they do not have supplies or personnel
- Currently 6 students quarantining for various reasons
- The CDC makes the decision on whether the school needs to shut down
- Quarantine times have changed: 10 days for close contact; 7 days if sick
- Please encourage parents to call the attendance line if you hear directly from the parent or a student
- Please pass along all communication you have with parents to the office – duplicate information is better than no information

b. Cleaning Surfaces

- Please clean surfaces in your classroom/ shop areas between classes
- Rags can be re-used but use more than you think you need to as laundry is being done
- Marianne is using bleach and a hot wash on the rags – they simply have staining now from being used
- Please keep on students to wear their masks properly

c. Technology Support

- Technology support continues to be beneficial
- Let Brian know what assistance you need

d. Schedule/Plan Should We Go Remote

- R10 schedule will stay the same – Paul is communicating with district superintendents
- Administration will keep the building open to staff as long as possible
- If a staff member has to quarantine they may not enter the building even if we are fully remote
- Brian will schedule a tech session for 12/16 on zoom meetings and using the GoPro
- Synchronous learning would be beneficial for students
 - Meg's experience was a class meeting at regular start time, introduce a concept or teach a mini lesson, students complete assignment on their own during class time with Meg available for help
- If one school goes remote we will have a juggling act; If two schools go remote, we go remote

III. Business/ Human Resources

a. Budget FY22

- Tammy is available by phone or Zoom to help with budgeting needs
- Do not cut your budget

- Please submit tuition reimbursement and health insurance forms to Tammy as soon as possible – they need to be submitted by all employees even if there is no change
 - If you have purchased equipment with grant funds, see Tony for a tag – all grant purchased equipment must be tagged
- b. COVID/ Equipment Orders
- Make sure you get accurate quotes for grant purchases
 - Quotes need to include shipping costs if applicable
 - You cannot buy anything other than what you requested with grant money, even if the item comes in under quote
- c. Other – Workplace Injuries
- Notify administration immediately if you are injured or if you witness someone get injured – MEMIC requires notification within 24 hours
 - Concentra is where R10 employees are required to go if you get injured
 - Administration still needs to be notified of injury if the injured person is a visitor to the building

IV. Student Services

a. IEP's

- Barbara has new IEPs that she will upload to Infinite Campus
- Barbara is emailing summaries to teachers after all IEP meetings
- If you would like to attend an IEP for your student, let Barbara know
- If you are questioned by sending schools on why a student does much better at Region 10 you are within rights to tell them the student is comfortable in the environment and ask them to look at their curriculum content and find hands-on learning opportunities for that student

b. 4 Day Requests

- FHS primarily is requesting all special education students be able to attend Region 10 all four days
- Sending schools have been told attendance needs to be an IEP determination as to why the student needs to repeat lessons
- Attendance is also dependent on program capacity

c. BCEF Grant/ Student Social Emotional Support

- Jean received a BCEF Grant last year to support student social/emotional health
- Dr. Bruce Chemelski will be a resource for students with the ability to set up times to talk via our website and for staff to understand better how to support our students
- Let Jean know what ideas you have
- Let administration know if you have any students you are concerned about – administration will bridge communication with sending schools
- Bruce will come in prior to break to establish a connection

V. Administrative Services/ Student Support

a. MELMAC

- John will make announcements on senior incentives this week and next
- Half of our seniors have completed the Google Form – trying for 100%

- MELMAC is combining forces with the Middle School Grant to purchase a trailer for a traveling road show and recruiting tool
 - The outfitted trailer will allow us to deliver a CTE experience to students
 - All programs will be represented
 - Possibility of running a technical camp during school vacation weeks or over the summer
 - Dave will investigate where the State CTE tractor trailer ended up (Region 8?)
- b. Attendance
 - Please contact the parent/guardian when you have a student reach 4 days absent
 - If you have students making up days, please let Kellie know so it can be documented on IC
- c. Emergency Operations
 - The Safety Committee continues to work on the procedure
 - Tony Farmer and John Bellino have secured meeting sites in both directions:
 - Goodwin's Cheverloet
 - Hancock Lumber
 - LL Bean as a fall back
 - WellTree will let us exit over their property
 - St. Charles is still the reunification site
 - Request to put door numbers on the inside of the building to match the outside
- d. Safety Committee
 - Building is in good shape with emergency features all working, being checked and maintained
- e. Recruitment Video
 - Filming is complete
 - Jean will begin to put video together from John's edits
 - Hope to have video finished and ready for recruiting in January
 - John is working with sending schools on recruitment dates and presentations
 - 8th Grade Exploratory will not happen this winter
 - John will recruit at middle schools to get 8th graders interested in Foundations of Technology

VI. The Rest of the Story

- a. National Technical Honor Society
 - Helen thanked instructors for nominations
 - Please get additional nominations in as soon as possible
 - Please keep nominations to seniors at this time – February will be for underclass nominations
- b. Secret Santa
 - Everyone who chose to participate should have a name
 - Please keep gifts to \$10
 - Deliver gifts any time next week
- c. December 3 Meeting with Legislators
 - 4 legislators were present for the December 3rd meeting and all in support of the magnet school concept
 - Nancy is creating an advisory board for more in-depth discussions
 - We will be submitting a draft bill by December 18

d. Middle School Grant

- Discussed above as part of MELMAC

e. Custodial Supports

- We hope to be renting custodial help from the Brunswick School Department
- Additional support will be for 4-8 hours a day

VII. Roundtable

- Jason and Jean showed staff the new “Jobs” section of the website
 - Affiliated companies and job postings are available for students
 - Students will post resumes that potential employers will be able to see
 - Please have your students complete the resume template prior to winter break

VIII. Adjournment – 3:00 PM