

STAFF MEETING
Wednesday, May 5, 2021
Notes

I. Call to Order – 1:00 PM

II. End of Year Reminders/ Announcements

- With 6 weeks left please continue to be vigilant with protocols
- Please spend time making sure your areas are neat and presentable for students and visitors
- Teacher Appreciation Week - all Region 10 educators are thanked for all they do for students – Region 10 appreciates all educators all year
- Congratulations to Wade, Tim, Jean, Ward and Helen who will be continuing with us next year

III. Senior Recognition Night

- May 20th at 6:00 PM – Crooker Theatre, Brunswick High School
- Event will be for Region 10 staff and students only and will be live streamed for families
- Set-up will begin at 4:30 – if you can help setup, please let John know
- Are there alternative ideas if we get an onslaught of parents who disagree with our suggestion – if you have idea, run with them and let John know
- Citizens of the Year to be recognized that evening
 - Horizons Living and Rehab
 - Midcoast Senior Health
 - Jennifer Anderson

IV. Admissions/ Visitations

- John has been working hard and currently has accepted 80 – 85% of our anticipated capacity for next year
 - Accepted students were taken from instructor top scores and comments
 - Currently working to vet and plug in the remaining students
- Sending Schools have been contacted with accepted students and letters to students will go home at the end of the week
- Final decisions on capacity will depend on feedback and determination from the Scheduling Committee

V. Senior Follow-Up

- Seniors will be emailed a Google Form Exit Survey – please remind them to complete the survey
- Information gathered is used for our purposes as well as both the MELMAC and Perkins Grants
- Jobs and scholarships are available – send students to see Jason
- Internal scholarships and toolships need to be decided upon – Jason will work on getting applicants and at a brief staff meeting the decision will be made

- Karen Thames from the Brunswick School Department approached Paul regarding establishing a scholarship in her late husband's name of \$500 per year.

VI. IEPs

- Barbara is asking all districts to include Region 10 Instructors in meeting invitations so you may attend meetings for your students if you are able

VII. Scheduling Committee

- The committee is looking at enrollment numbers and current space to come up with creative solutions for scheduling time in the portable unit
- A member of the committee has or soon will meet with all teachers to discuss time and space requirements for both classroom and lab/shop time

VIII. Budget FY22/ Anticipated Positions

- The budget will go forward with a \$165,000 increase
- The Cooperative Board will vote on the budget in June after all districts have voted
- There is legislation in the works for \$20mil to Maine CTEs for capital improvements
- The Board gave the okay to post Anticipated Positions for next year:
 - Business Manager and Full time Custodian have been posted
 - School Nurse will be posted after HR details are sorted

IX. Evaluation Conference Schedule

- Handouts with schedule times were distributed for Paul's evaluation meetings
- Annual review to discuss goals, look at observations and discuss goals for next year
- If you are having a Summative Review, please bring the completed evaluation document with you to your meeting – Jason will email the new version
- Please come prepared

X. Program Review

- Program Review Committee met twice to look at course enrollment numbers
- The following programming changes will be recommended to the Boar in May
 - EMT move to half time status
 - Creative Digital Media move to full time status
- The numbers in General Trades are starting to increase and if they keep going up the committee will look at moving General Trades to full time

XI. National Guard Tables

- Thank you to Building Trades and General Trades for the construction of tables for the National Guard Vaccination Station in Scarborough
- Sean Chabot picked them up and hopes to get Region 10 some publicity

XII. Pinning Ceremony

- CNA Pinning Ceremony will be Wednesday, June 2 at 4:00 in the Sunken Garden
- CNA Exam is scheduled for Wednesday, May 26 with half the students in Culinary and half in the Multi-Purpose Room – Joanne will post signs reminding staff of the testing

Pre-School Graduation

- Pre-School Graduation will be Thursday, May 27 in either the Sunken Garden or the Playground during regular Pre-School times

XIII. National Technical Honor Society

- Induction Ceremony will be Thursday, May 27 at 6:00 in the Sunken Garden
- Sixteen seniors will be inducted – Helen will send out a list
- Helen has sent out nomination forms for sophomores and juniors who will be inducted next fall – grade/GPA criteria is only for R10 program – students must have a B average
- Instructors are welcome to pin their students

XIV. Roundtable

- Last Staff meeting will be moved from June 9 to the last day, June 16 at 9:00 AM
- Can we look into purchasing more individual desks for next year?
- Expectations for opening Fall 2021 are full time, five days with AM and PM sessions full based on Scheduling Committee capacity findings and current CDC guidelines
- Vehicle Auction will be officially announced once we obtain necessary permits from Brunswick Code Enforcement and the DMV
- Thoughts on retaining or selling the big bus – do we really need it?
- If you would like to see a formal program acceptance list for 21/22, please see John – Kellie will get acceptances into Infinite Campus after Senior Recognition Night

XV. Adjournment – 2:00 PM