

7 Lions Lane
Camden, Maine 04843
(207) 236-3358
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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Camden Rockport Schools
Regular School Board Meeting
CRMS Library
Wednesday, April 14, 2021
7:00 P.M.

- The School Board meeting is in-person
- For every person attending in-person, please conduct the health survey accessed through the QR code at the bottom of the agenda.
- For the public that wants to join via Zoom, the meeting URL is:
<https://networkmaine.zoom.us/j/81511235869>
- The meeting will be livestreamed on YouTube: <https://youtube.com/c/SchoolsCamden>
- [Public Participation Guide](#)

AGENDA

1. Call to Order
2. Adjustments to the Agenda
3. Public Comment on Items not on the Agenda
4. Recognition
 - a. Jaime Stone, Maine Principal of the Year 2021-22
5. Notification of Resignation
 - a. Susan Dowley, CRES Art Teacher
 - b. Fern Campagnoli, 5th Grade Teacher
 - c. Chris St. Peter, Special Education Teacher
6. Minutes
 - a. Approval of the March 17, 2021 Regular Board Meeting Minutes
7. Nominations (Note: Executive Sessions Possible for Nominations)
 - a. Teacher Nominations
New
Ryan Watts, CRMS Assistant Principal, Salary \$100,000
Matthew Gordon, CRMS Band Teacher, M3, \$52,026 (2020-21)
Heather Bowen, Pre-K Teacher, M24, \$79,162 (2020-21)
2nd Year Probationary Contracts
Lori Taylor
3rd Year Probationary Contracts
Amanda Pingree
Shanna Schaab
Nikole Seeger
Kelly Webber
Barbara Williams

Continuing Contracts

- Anne Brady
- Amy Brown
- Scott Kady
- Molly MacIntosh
- Deborah McSweyn
- Lacy Oakes
- Leah Percy

b. Stipend Nominations

Position	Nominee	Points	Bonus	Amount
CRMS Track and Field Coach	Jim Morse	28	20%	\$2,616.77
CRMS Track and Field Coach	Ian McKenzie	18	0%	\$1,401.84

8. Approval of the 2021-22 Camden Rockport Schools Budget in the amount of \$17,269,139.02
9. Vote to Call a District Budget Referendum, Call a Public Hearing, Approve the Referendum Warrants, and Approve the Notice of Public Hearing.
10. School Board Chair’s Report – Patrick McCafferty
11. Superintendent’s Report – Maria Libby
12. Administrative Reports
 - a. Deb McIntyre, Assistant Superintendent
 - b. Jaime Stone, CRMS Principal
 - c. Chris Walker-Spencer, CRES Principal
 - d. Valerie Mattes, Director of Student Special Services
13. Standing Committee Reports
 - a. Joint Curriculum – Next meeting May 3, 3:00 p.m.
 - b. Joint Negotiations – Met March 25 and April 8.
 - c. Finance – Met March 17, minutes attached. Meets prior to the Board Meeting April 14.
 - Finance Update
 - d. Joint Personnel – Met March 18, minutes attached. Next meeting May 13, 4:30 p.m.

New Job Descriptions for Approval

Behavior Specialist

Revised Job Descriptions for Approval

Administrative Assistant to the Superintendent

CRES Horizons GT Coordinating Teacher

Groundskeeper

Library Media Specialists PK-8

Lunch Monitor

Maintenance I

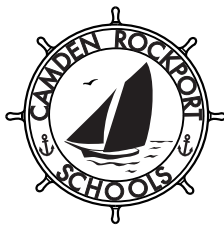
Maintenance II

Maintenance III

- Principal
- School Nurse
- Teacher
- e. Joint Policy – Met April 12. Next meeting May 10, 3:30 p.m.
- 14. Ad Hoc Committee Reports
 - a. Stipend Committee – Annual meeting March 26, 2:45 p.m.
New Stipends for Approval
CRMS 10-Week Choral Program Director – 24 pts
CRMS District III Chorus Director – 23 pts
- 15. School Advisory Committee Reports
 - a. DEI Task Force – Met March 24, minutes attached. Next meeting April 28, 6:30 p.m.
- 16. Future Agenda Items
- 17. Executive Session to Discuss Labor Contracts – 1 MRSA §405 (6) D
- 18. Adjourn

Camden Rockport Middle School Health Survey
SCAN ME





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Camden Rockport Schools
Regular School Board Meeting
Zoom
Wednesday, March 17, 2021
7:00 P.M.

Meeting recording: <https://www.youtube.com/watch?v=QKzbSFL6B7s>

MINUTES

Board Present

Patrick McCafferty, Chair
Brianna Gutierrez, Vice Chair
Marcia Dietrich
Becky Flanagan
Peter Orne (left at 9:44 p.m.)
Sarah Bradley Prindiville
Elizabeth Noble (left at 9:43 p.m.)
Marcus Mrowka

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Chris Walker-Spencer, CRES Principal
Jaime Stone, CRMS Principal
Valerie Mattes, Director of Student Special Services
Peter Nielsen, Business Manager
Mike Brown, Director of Facilities and Transportation
Julie Waters, Assistant Director of Facilities and Transportation
Parents

1. Call to Order

Board Chair Patrick McCafferty called the meeting to order at 7:02 p.m. Roll call voting will be in effect for this meeting since members are participating virtually.

2. Adjustments to the Agenda

a. Stipend adjustments

- Change stipend points for Lacy Oakes to TBD
- Add CRMS Baseball Coach, Nick Denny, Points TBD
- Add CRMS Softball Coach, Ben Laukka, Points TBD

- b. Move agenda item #9, Budget Updates to agenda item #16. C., Finance Committee Updates

3. Public Comment on Items not on the Agenda
 None.

4. Notification of Resignation

- a. Julie Waters, Assistant Director of Facilities and Transportation
 Maria noted she accepted the above resignation effective toward the end of the 2020-21 school year.

5. Recognition

- a. Julie Speno – Foreign Language Association of Maine (FLAME) World Language Teacher of the Year 2021
 Principal Chris Walker-Spencer recognized Julie Speno for her long service and dedication to supporting language and cultural opportunities for students.

6. Minutes

- a. Approval of the February 24, 2021 Regular Board Meeting Minutes
- b. Approval of the March 2, 2021 Emergency Board Meeting Minutes
- c. Approval of the March 9, 2021 Emergency Board Meeting Minutes

Upon Motion by Marcia Dietrich and second by Becky Flanagan, the Board voted to approve the Board meetings listed above as written.

Vote: 8-0 Passed

- Patrick McCafferty, aye**
- Brianna Gutierrez, aye**
- Marcia Dietrich, aye**
- Becky Flanagan, aye**
- Peter Orne, aye**
- Sarah Bradley Prindiville, aye**
- Elizabeth Noble, aye**
- Marcus Mrowka, aye**

7. Nominations (Note: Executive Sessions Possible for Nominations)
 a. Stipend Nominations

Position	Nominee	Points	Bonus	Amount
CRMS Track and Field Assistant Coach	Lacy Oakes	TBD	0%	TBD
CRMS Baseball Coach	Nick Denny	TBD	0%	TBD
CRMS Softball Coach	Ben Laukka	TBD	0%	TBD

Upon Motion by Becky Flanagan and second by Marcia Dietrich, the Board voted to approve the above stipend nominations as adjusted.

Vote: 8-0 Passed

Patrick McCafferty, aye

Brianna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Peter Orne, aye

Sarah Bradley Prindiville, aye

Elizabeth Noble, aye

Marcus Mrowka, aye

8. Bullying in our schools
 - a. Policies and Procedures
 - b. Approach to Discipline
 - c. Data

The issue of bullying is on the agenda because of the recent heightened interest in the community. The Board Chair, Patrick McCafferty noted that the board has a legal obligation to not speak about specific cases or students, but welcomes a general discussion. Superintendent Libby highlighted each of the documents provided in the packet which included all district policies and procedures related to bullying and harassment. These documents provide administrators a clear outline to guide responses to bullying in the schools. Also included was information from the CRMS and CRES Student/Parent Handbooks which lay out behavior expectations, approaches to discipline, and what is done in schools to prevent bullying. Data on incidents of bullying over the past five years in the district was also included.

The Board Chair opened the Public Comment segment of the discussion. There were no public comments during this time; however, a few comments were made later in the Zoom chatbox and addressed by the board.

The board asked questions about the location of bullying (e.g. at school/home, in person/online), use and effectiveness of restorative practices, and district consistency with following the procedures that are in place to address bullying.

Principal Jaime Stone shared that there is not a clear pattern for the location of bullying, but at school it tends to happen during unstructured times or when there is less adult monitoring (i.e. to and from school, recess, cafeteria). Bullying also happens outside of school. The more significant cases at CRMS have happened online, outside of school hours on non-school devices.

Restorative practices are used to help students learn compassion and empathy, how to problem-solve, and how to have positive social relationships with each other. Educators are fully invested and tuned into students and fully involved in addressing issues when they arise. There is a delicate balance to support both the student who was bullied and the student who bullied. While there is not a formal detention system at CRMS, students are held accountable and suspensions assigned if there are significant issues. Student protection and privacy are very important so all the interventions taken cannot be publicized. If restorative practices are not working for a particular student, there are other options available such as a student safety plan, 504 plan, additional monitoring, behavioral health counseling, or other support.

There was additional discussion around cyberbullying and that many of these cases happen outside of school on personal devices. Those investigations are often coordinated with or by the police. If cyberbullying occurs on a school device, the school investigation team can view the log history or digital footprint of each device. CRMS will be hosting a parent workshop, *Parenting During the Digital Age* to give parents information and resources on how to monitor devices at home.

Through direct communication and partnerships with parents, improvements can always be made. Superintendent Libby shared that bullying will never be eradicated in schools or society, but the district takes matters of harassment and bullying very seriously and are very thorough and attentive in addressing the issues that arise. Principal Stone also noted that every two years CRMS conducts the state MIHYS student health survey. The survey is voluntary and anonymous and cover topics of bullying, sex, and drugs. This is one avenue for students to honestly share issues that may exist in the school.

9. Energy Savings – Mike Brown – as written

The energy analysis provided in the packet compared 2018-19 budgeted and actual energy usage to the 2021-22 budgeted energy usage to show projected energy savings from the measures that MSAD 28 has taken to reduce costs and go green (geothermal, sewer thermal, solar.) CRMS is projected to realize a savings of \$50,063 or 34% and CRES a \$12,798.98 or 13% savings in 2021-22. The projected savings come from the reduction of the overall facility footprint of CRMS, the switch to sewer geothermal heat pump from oil, and the 6 months use of the solar farm in the upcoming budget year. The years 2018-19 were used because that was the last normal school year of energy usage (pre-pandemic.)

10. Outdoor Learning Updates – as written

Superintendent Libby provided a written update on the efforts throughout the district. The pandemic provided the opportunity to expand the use of the outdoors for education. The outdoors was safer than indoors during the pandemic and federal funds enabled the district

to purchase items to develop outdoor spaces for learning. It is known that the outdoors contributes to better mental health and higher student engagement which align with the goals in the strategic plan. A lot is planned for next year to include developing the woods behind the schools and the nature-based PreK program.

11. 2021-22 Start Times – Proposal included in the packet

In the middle of this year, out of need due to the pandemic, school schedules changed to a later start time to provide more daily planning time for teachers. The outcome has been overwhelmingly positive from an education standpoint, and students are responding well to the later start time. As a district, we are looking for the silver linings from this year - those changes we were forced to make that turned out to be better than what was done before. The later start is one of those silver linings.

For the past month, Superintendent Libby consulted with district administrators and directors to evaluate various options for a later start time. They looked at transportation logistics, anticipated challenges, and identified pros and cons of various options. Once they determined that flipping start times was the only feasible option to provide a later start for the middle and high schools, she sought feedback from parents, teachers, and students through a survey. The vast majority of parent and teacher respondents supported the later start. High school students did not support the change by a small margin, but the rationale provided in the written comments was because they preferred to keep the current 9:45 start time, which was not an option. Superintendent Libby shared efforts the district has made to address the challenges associated with the flip.

The Board Chair opened the Public Comment segment of the discussion. A parent expressed concern with the earlier start for CRES due to the impact that would have their family time in the evening. She also felt that more input from elementary school parents is needed. The board noted that historically, CRES started at 8:20 a.m. and only shifted to 8:50 a.m. in the 2017-18 school year. Two board members expressed concerns that there was not yet enough information or input from parents. Another noted that we had done extensive review and discussion about this four years ago and there was opportunity for feedback again and communication from the district about this change. One board member noted the earlier start time would be better for his work schedule and family life.

The board discussed the results of the survey and considered if more time was needed to gather additional community input. They also considered the impact of waiting to decide. Superintendent Libby noted that there is another board meeting before April vacation so the board could wait until then to decide. There was a question about transportation schedules and Superintendent Libby confirmed that a transportation evaluation was done before submitting the proposal. She noted, and the Transportation Director confirmed, that

the minimum required time between bus runs is 45 minutes, the additional cost for five extra buses is not realistic, and there is a shortage of bus drivers.

Marcia Dietrich called the question and it was seconded by Sarah Bradley Prindiville.

Vote: 5-3 Did not pass with a 2/3 majority

Patrick McCafferty, nay

Brieanna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Peter Orne, nay

Sarah Bradley Prindiville, aye

Elizabeth Noble, nay

Marcus Mrowka, aye

The board again discussed the earlier start time for CRES and the potential need for getting more input from CRES parents. A board member noted that there is not a solution that will work for every family. Principal Stone shared that the survey data was great and had a very high participation rate (553 parents total). She noted that the original focus for proposing the later start time for middle and high school students was because of the positive impact it had on their performance and behavior this year.

Upon Motion by Marcia Dietrich and second by Brieanna Gutierrez, the Board voted to approve the 2021-22 start time as proposed: CRES – 8:00-2:30 and CRMS – 8:45-3:15.

Vote: 6-2 Passed

Patrick McCafferty, aye

Brieanna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Peter Orne, nay

Sarah Bradley Prindiville, aye

Elizabeth Noble, nay

Marcus Mrowka, aye

12. School Board Chair's Report – Patrick McCafferty

Thanked everyone for the discussion and information about bullying.

13. Superintendent's Report – Maria Libby – as written

14. Administrative Reports

a. Deb McIntyre, Assistant Superintendent – as written

There were questions about substitutes and if assessments will be available to remote students. There is still a need for substitutes. For substitutes recently hired, the delay is due to the lengthy fingerprinting process. The NWEA assessment is

available remotely, but the State Science assessment can only be done in-person so waivers could be requested if parents are uncomfortable sending their students in to take the test.

- b. Jaime Stone, CRMS Principal – as written
 - Summary of Feedback
- c. Chris Walker-Spencer, CRES Principal – as written
 - Summary of Feedback
 - It was noted that this year, some of the interventionists were moved to teaching positions to provide remote options, but there are a variety of interventions still available to students.
- d. Valerie Mattes, Director of Student Special Services – as written

15. Standing Committee Reports

- a. Joint Curriculum – Has not met.
- b. Joint Negotiations – Met February 25 and March 11. Next meeting March 25, 4:30 p.m.
- c. Finance – Met February 24, minutes attached. Meets prior to the Board Meeting March 17.
 - FY20 Audited Financial Statements
The financial overview of the year ending June 30, 2020 was presented to the Finance Committee. No material weaknesses were identified, nor were there any significant deficiencies.
 - Finance Update – Finance Committee Chair
The February budget summary had 41.39% remaining with a target of 30.77%. After the upcoming debt payments are made, the percent remaining will normalize on the next budget summary.
 - Recent budget updates included a decrease of \$45,000 due to eliminating an erroneous Ed Tech position and health insurance expenses. The 2021-22 expense budget is now a 3.31% increase over last year, down from the 3.57% that was presented at the February meeting. The taxpayer impact is 2.93%, down from 3.27% since the last presentation.
- d. Joint Personnel – Next meeting March 18, 4:30 p.m.
- e. Joint Policy – Next meeting April 12, 3:30 p.m.

Second Reads

EEA – Transporting Students to and from School

GBP – Earned Paid Leave (new)

GBP-R – Earned Paid Leave Administrative Procedure (new)

GCGA – Substitute Teachers and Educational Specialists (new)

GDB – Benefits for Non-Association Staff

GDB-A – School Year Hourly Employee Salary and Benefits

GDB-B – Calendar Year Employee Salary and Benefits

GDD – Computation of Vacation for Salaried Employees

Upon Motion by Marcia Dietrich and second by Marcus Mrowka, the Board voted to approve the above Second Reads as written.

Vote: 6-0 Passed

Patrick McCafferty, aye

Brieanna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Sarah Bradley Prindiville, aye

Marcus Mrowka, aye

16. Ad Hoc Committee Reports

- a. Stipend Committee – Annual meeting March 26, 2:45 p.m.

17. School Advisory Committee Reports

- a. DEI Task Force –Next meeting March 24, 7:00 p.m.

Superintendent Libby noted the updated Hiring Process Handbook that was included in the packet. It was revised to reflect the Diversity, Equity, and Inclusion (DEI) policy and district commitments. There is explicit language included in the handbook about diversity, equity, and inclusion, there are sections related to bias, and there are a few updated practices included. In addition, using the standard screening and interview protocols, as well as multiple measures to evaluate candidates, as we have historically done, is important to help to reduce bias. This year, the district expanded its recruitment efforts to include advertisements in a broader range of venues in the hopes of attracting a more diverse applicant pool.

18. Future Agenda Items

None.

19. Adjourn

The meeting adjourned at 10:02 p.m.

Ryan C. Watts

37 New Portland Rd, Gorham, ME 04038

C: 207-310-7373

E: ryanw207@gmail.com



Objective

Looking for an opportunity to utilize my strong interpersonal skills, creativity, leadership ability, and knowledge of current trends in education to positively affect a learning environment focused on students and professionals alike.

Summary

Certified Assistant Building Administrator and School Counselor with a Master's in Education, diverse interests, and broad leadership experience eager for the opportunities and challenges of school administration.

Experience

Assistant Principal- Gorham High School Gorham, ME — 2016-Present

Involved in supporting the implementation of schoolwide and district initiatives, supporting the professional growth of teachers and support and the academic, social and emotional growth of students.

Experiences

- District Curriculum Work
- District Revisioning Process
- K12 Alternative Education Committee Facilitator
- Schoolwide Curriculum work
- Length of Day/Start Time Committee Work
- Represented Gorham Schools at the GBE Marketplace
- Maine Educational Leaders Experience 2019

School Counselor-Transition Specialist 8-9, Gorham High School Gorham, ME — 2006-2016

Involved in creating and implementing the new structure for guidance services for Gorham Schools 8-12 which started fall 2012. Currently the Transition Specialist working at both GMS and GHS with and 9th grade students around transition topics such as career development, four year planning, academics, scheduling, etc.

Accomplishments

- Member of a State Task Force regarding Education Leadership 2015
- District level PBL work in Skills for Life as well as Career and Educational Planning
- School level PBL work includes Skills for Life, Career and Education Planning, English, and Science.
- Team Leader for Guidance 2010-2014
- Steering Committee Member and Co-Chair for NEASC School Recertification
- Freshman Girls Soccer Coach, and Assistant Varsity Coach

- Coordinator for implementation of Naviance and Virtual High School
- Team member for Crisis Team, RTI, and SRT
- Implementation of RTI initiative
- PLC work around Restorative Practices, Alternative Education, Teaming, PBiS, and Transition
- Peer mentor for new guidance staff
- Trained Mediation Facilitator

**School Counselor, Oxford Hills Middle School
South Paris, ME — 2002-2006**

Immediately responsible for meeting the emerging social and emotional needs of students grades 7-8. Worked to implement a needs based, proactive rather than reactive, comprehensive guidance program.

Accomplishments

- Team Leader Member
- President of Maine School Counselor Association at this time, 2004-2005.
- Student Group Advisor

Education

**University of Southern Maine & Maine Educator's Consortium
2007-present**

Coursework focused on educational leadership.

**University of Maine
M.Ed. in Counselor Education— 2000-2002**

Graduate work included 40 hours of mediation training. Graduate Assistantship as a Resident Hall Director at Hancock Hall responsible for managing a staff of 6, the physical building, as well as the discipline and emerging needs of 260 residents ages 17-22. Residents On Campus Hall Director of the Year as voted on by the student body in 2002.

**University of Maine
B.A. Psychology — 1996-2000**

-Member of the Senior Skulls Honor Society, Psi Chi Psychology Honors Society, and VP of social/service fraternity Pi Kappa Alpha.
-Worked for Upward Bound, a university program helping students with academic or physical needs access college. Also worked with Residence Life and Programs as a Resident Assistant and a Head Resident Assistant.

Technology
Skills

- Currently working comfortably with job related aspects of Infinite Campus. Familiar with Powerschool and IStars.
- Coordinator for Virtual High School.
- School Coordinator for Naviance.
- Confident with Google Sites, Classroom, Calendar, and Drive (formally Docs).

Memberships And Certifications

- Certified Asst. Building Administrator K-12: Endorsement 045
- Certified School Counselor in Maine K-12: Endorsement 075
- Member of the Maine Principals Association

References

Brian Jandreau, Principal-Gorham High School, 207-222-1100
Christina Cifelli, Asst. Principal- Gorham High School, 207-222-1077
Jeanne Zarrilli, Teacher- Gorham High School, 207-222-1100

Additional references available upon request.

Matthew Gordon

COMMITTED TO EXCELLENCE IN MUSIC EDUCATION

311 Murphy's Corner Rd
Woolwich, ME 04579

(682) 219-6201

matthewmgordontrombone@gmail.com

EDUCATION

Ohio University / Master's in Music, Trombone Performance

August 2016 - May 2018, Athens, OH. Final GPA: 4.0

University of North Texas / Bachelor's in Music Education, *Cum Laude*

August 2011 - May 2016, Denton, TX. Final GPA: 3.67

EXPERIENCE

Northwest Local School District / Music Teacher

August 2019 - June 2021

- Elementary music teacher and choral director, Grades K-5
- Elementary band and orchestra director, Grades 4-5
- High School Marching Band Instructor, Grades 8-12
- Virtual and In-person music teacher for 2020-2021 school year

Mt. Healthy City Schools / Long Term Substitute for Music - Band

October 2018 - June 2019

- Team teacher for all concert bands 7-12
- Beginning band instructor for 7-8
- Primary teacher for high school Digital Music and Production courses
- Team teacher for high school Popular Music Courses

Cincinnati School of Music/ Private Lesson Teacher

November 2018 - September 2019

- Private instructor for piano, wind instruments, guitar, drums, and strings

University of Rio Grande and Rio Grande Community College/ Adjunct Professor of Low Brass

January 2018 - June 2018, Rio Grande, OH

- Private instruction for all low brass students
- Adjudicator of all music students at final term juries

Ohio University / Graduate Teaching Assistant

August 2016 - May 2018, Athens, OH

- Instructor for trombone methods course offered to music education undergraduate students
- Instructor for an introductory music theory course to a large and diverse class of 30 or more undergraduate students
- Private lessons for various trombone students
- Supplemental director to the OU trombone choir

SKILLS

Specialist in brass instruments, woodwind instruments, percussion, strings, piano, and guitars

Experience with jazz band, wind band, orchestra, marching band, musical theater, rock bands, and chamber music

Experience teaching music history, music theory, and digital music production/composition courses

Virtual Teaching Expertise including Google Classroom et al, Quaver Music, BandLab, EdPuzzle, Zoom, Clever, Newsela, and more.

CERTIFICATION

Maine Teacher Certification

Music, Grades K-12

PROFESSIONAL MEMBERSHIPS

National Education Association

International Trombone Association

Heather Bowen

117 Cross Street
Rockport, ME 04856
207-236-3424
stheemkat@gmail.com

Highlights of Qualifications

- 23 years of experience in education, 16 years working in preschool settings
- Developed an outdoor learning program for Peopleplace Preschool, now in its third year.
- A strong sense of responsibility as a professional and a deep commitment to offering a high-quality education to young children.
- A life-long learner with a passion for continued professional growth.

Experience

2005-present

Lead Teacher/Director of Education, Peopleplace Cooperative Preschool

Lead Preschool Teacher:

- Directly supervise a teaching team of 5 teachers, providing professional development and support to ensure a high-quality classroom.
- Lead an outdoor program for 4 and 5 year old preschool children.
- Work with children, families and staff to create a Reggio-inspired emergent curriculum that varies from year to year.
- Coordinate with caregivers and Child Development Services to provide special education supports to children as needed.

Director of Education:

- Provide professional development and teaching support for all teachers.
- Ensure that programming meets NAEYC standards and coordinates with the Maine Early Learning and Development Standards.
- Coordinated the transition to outdoor learning for all programs and ages this fall in response to the pandemic.
- Worked with the staff and board to start a designated outdoor program for the preschool children beginning in 2018.

1992-1999

Teacher, Grades 1 and 2, Dranesville Elementary School, Herndon, VA

- Started looping program for grades 1 and 2.
- Served as Social Studies Lead Teacher.
- Collaborated on county wide math curriculum to go with new math series.

1991-1992

Preschool Lead Teacher, Franklin Barn Children's Center

- Designed curriculum and instruction for Pre-K classroom.
- Supervised team of assistants.

Education

2007-2008

Early Language and Literacy Certificate Program, USM

1997-1999

MA in Teaching, New Professional Studies, George Mason University

1987-1991

BA in Elementary Education, College of William and Mary

Awards

2018

Marcia Lovell Award for Innovation in Early Care and Education

Other Relevant Professional Development:

- Self-Regulation in Early Childhood Development, MEHRIT Center
- Teaching with Nature: Forest Kindergartens
- Reggio institutes and conferences through Lesley University and Wheelock College
- Maine Early Literacy Leadership Initiative

Volunteer Work:

- Girl Scouts Leader 2004-2012
- Assistant Soccer Coach 2009-2015
- Sunday School Teacher various years
- School Volunteer as needed
- MidCoast Music Academy as needed

Professional Memberships

- National Association for the Education of Young Children
- Maine Association for the Education of Young Children
- North American Reggio Emilia Alliance
- Inside Outside
- Maine Environmental Education Association

MSAD 28 Camden-Rockport Schools - Anticipated Revenues
Requested Budget 2021-2022
April 5, 2021

Account Number / Description	2020-2021 Budget	2021-22 Requested	\$ Increase (Decrease)	% Increase (Decrease)
1000-0000-0000-41311-000 Tuition - Regular Students	27,839	\$11,261.14	(16,578)	-59.55%
1000-0000-0000-41314-000 Tuition - Special Ed Students	-	\$0.00		
1000-0000-0000-41325-000 Tuition - Special Ed Other SAU's	40,857	\$37,162.84	(3,694)	-9.04%
1000-0000-0000-41421-000 Transportation Revenue	238,212	\$210,898.00	(27,314)	-11.47%
1000-0000-0000-41510-000 Interest on Investments	15,000	\$10,000.00	(5,000)	-33.33%
1000-0000-0000-41910-000 Rental Income	75,000	\$137,000.00	62,000	82.67%
1000-0000-0000-41982-000 Refund of Prior Year Expenses	7,000	\$7,000.00	-	0.00%
1000-0000-0000-43111-000 State Subsidy	915,341	\$1,011,813.97	96,473	10.54%
1000-0000-0000-53400-000 State Agency Client	0	\$3,000.00	3,000	
1000-0000-0000-45000-000 Anticipated Balance	250,000	\$250,000.00	-	0.00%
Total Non-assessment Revenue	1,569,249	\$1,678,135.95	108,887	6.94%
1000-0000-0000-41111-020 Allocation Camden	3,740,949	\$3,971,335.79	230,386	6.16%
1000-0000-0000-41112-020 Debt Service - Camden	2,189,947	\$2,154,017.57	(35,929)	-1.64%
1000-0000-0000-41113-020 Add Local Funds - Camden	2,452,566	\$2,545,059.90	92,494	3.77%
Total Assessment - Camden	8,383,462	\$8,670,413.26	286,951	3.42%
1000-0000-0000-41111-050 Allocation Rockport	3,402,357	\$3,507,639.29	105,283	3.09%
1000-0000-0000-41112-050 Debt Service - Rockport	1,637,962	\$1,564,467.80	(73,494)	-4.49%
1000-0000-0000-41113-050 Add Local Funds - Rockport	1,834,388	\$1,848,482.72	14,095	0.77%
Total Assessment - Rockport	6,874,707	\$6,920,589.81	45,883	0.67%
Total Town Assessments (Taxpayer Impact)	15,258,170	\$15,591,003.07	332,833	2.18%
Total Requested Expense Budget	16,827,420	\$17,269,139.02	441,720	2.62%
	20-21	21-22		
Local Contribution				
Camden	0.5270 \$3,740,949.00	\$3,971,335.79	0.5310	
Rockport	0.4763 \$3,402,357.00	\$3,507,639.29	0.4690	
Total	\$7,143,306.00	\$7,478,975.08		
Debt				
Camden	\$2,189,947.00	\$2,154,017.57	0.579272837	
Rockport	\$1,637,962.00	\$1,564,467.80	0.420727163	
Total	\$3,827,909.00	\$3,718,485.37		
Additional Local				
Camden	\$2,452,566.00	\$2,545,059.90	0.579272837	
Rockport	\$1,834,388.00	\$1,848,482.72	0.420727163	
Total	\$4,286,954.00	\$4,393,542.62		
Total Camden Allocation	\$8,383,462.00	\$8,670,413.26	\$286,951.26	3.42%
Total Rockport Allocation	\$6,874,707.00	\$6,920,589.81	\$45,882.81	0.67%

2021-22 Requested Budget
 April 5, 2021

	2020-2021	2021-2022	\$	%
	BUDGET	REQUESTED BUDGET	INCREASE (DECREASE)	INCREASE (DECREASE)
Instruction				
Pre-K Nature Program	-	196,255.05	196,255	
K-4 Instruction	2,675,338	2,819,332.77	143,995	5.38%
5-8 Instruction	2,719,439	2,725,098.31	5,659	0.21%
ESL	32,180	30,800.00	-1,380	-4.29%
G&T CRES	52,762	37,339.31	-15,423	-29.23%
G&T CRMS	40,079	40,889.55	811	2.02%
Subtotal	5,519,797	5,849,714.99	329,918	5.98%
Special Education				
Special Education Administration	229,394	202,674.50	-26,720	-11.65%
Private Tuition	9,000	41,000.00	32,000	355.56%
CRES Resource Room	256,829	269,721.29	12,892	5.02%
CRMS Resource Room	434,524	504,341.64	69,818	16.07%
CRES Self-Contained	447,544	520,139.89	72,596	16.22%
CRMS Self-Contained	404,839	364,413.62	-40,426	-9.99%
State Agency Client	2,000	3,000.00	1,000	50.00%
Extended School Year	41,756	41,055.68	-700	-1.68%
Psychological Examiner	210,789	211,139.36	351	0.17%
Speech/Language	185,553	189,729.14	4,176	2.25%
Occupational Therapy	76,163	77,699.04	1,536	2.02%
Subtotal	2,298,391	2,424,914.16	126,524	5.50%
Other Instruction, Co/Extra Curr & Athletics				
Summer School (Dory)	8,286	7,686.00	-600	-7.24%
K-4 Co/Extra Curr	11,144	11,300.73	157	1.41%
5-8 Co-Curr	26,451	27,254.63	804	3.04%
5-8 Athletics	74,573	75,722.41	1,150	1.54%
Subtotal	120,453	121,963.77	1,510	1.25%
Student and Staff Support				
K-4 Guidance	78,364	81,429.72	3,065	3.91%
K-4 Social Worker	93,544	99,053.74	5,510	5.89%
5-8 Guidance	110,460	111,131.06	671	0.61%
5-8 Social Worker	100,047	103,427.93	3,381	3.38%
K-4 Nurse	90,233	92,878.35	2,646	2.93%
5-8 Nurse	95,937	98,620.23	2,683	2.80%
Curriculum & Staff Training	78,188	76,398.50	-1,790	-2.29%
Instructional Staff Training	7,050	3,625.00		
K-4 Library	117,227	119,491.80	2,265	1.93%
5-8 Library	116,309	118,390.14	2,081	1.79%
Instructional Technology	216,131	245,198.72	29,068	13.45%
K-4 504 Service	1,092	1,091.50	0	0.00%
5-8 504 Service	4,061	4,060.58	0	0.00%
Assessment	10,800	2,825.00	-7,975	-73.84%
Subtotal	1,119,442	1,157,622.27	38,180	3.41%
System Administration				
Board of Directors	91,550	89,399.00	-2,151	-2.35%
Superintendent's Office	241,028	224,191.00	-16,837	-6.99%
Business Office	139,934	162,906.50	22,973	16.42%
Subtotal	472,512	476,496.50	3,985	0.84%
School Administration				
K-4 Principal Office	368,828	375,372.26	6,545	1.77%
5-8 Principal's Office	406,936	409,461.93	2,526	0.62%
Subtotal	775,764	784,834.19	9,070	1.17%
Transportation	726,841	693,021.04	-33,820	-4.65%
Operations & Maintenance				
K-4 O&M	832,622	840,210.68	7,589	0.91%
5-8 O&M	1,004,689	906,259.70	-98,429	-9.80%
Admin Buildings O&M	-	181,616.35	181,616	
Facilities	1,837,311	1,928,086.73	90,776	4.94%
Subtotal- Operating Expenses	12,870,510	13,436,653.65	566,143	4.40%
Debt Service	3,827,909	3,718,485.37	-109,424	-2.86%
Other Expenditures	129,000	114,000.00	-15,000	-11.63%
Total Expenditures	16,827,419.52	17,269,139.02	441,719.50	2.62%

MSAD 28 2021-2022 Requested Budget

Statement Code: 11 100 CC

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
Pre-K Instruction				
1000-4400-1000-51010-080 Teacher	0.00	59,275.26	59,275.26	---
1000-4400-1000-51022-080 Ed Tech II	0.00	26,726.63	26,726.63	---
1000-4400-1000-51230-080 Substitutes	0.00	2,500.00	2,500.00	---
1000-4400-1000-52110-080 Health Ins - Teacher	0.00	22,561.44	22,561.44	---
1000-4400-1000-52120-080 Ed Tech Health	0.00	8,975.12	8,975.12	---
1000-4400-1000-52210-080 Fica/Med Teacher	0.00	859.49	859.49	---
1000-4400-1000-52220-080 Fica/Med Ed Tech	0.00	2,044.59	2,044.59	---
1000-4400-1000-52310-080 Teacher MSRS	0.00	2,276.04	2,276.04	---
1000-4400-1000-52610-080 Unemploy Teacher	0.00	60.00	60.00	---
1000-4400-1000-52620-080 Unemploy Ed Tech	0.00	60.00	60.00	---
1000-4400-1000-52710-080 W Comp Teacher	0.00	218.13	218.13	---
1000-4400-1000-52720-080 W Comp Ed Tech	0.00	98.35	98.35	---
1000-4400-1000-53200-080 Contracted Services	0.00	30,000.00	30,000.00	---
1000-4400-1000-53300-080 Professional Development & Training	0.00	1,600.00	1,600.00	---
1000-4400-1000-56100-080 Instructional Supplies	0.00	25,000.00	25,000.00	---
1000-4400-1000-57330-080 Furniture & Fixtures	0.00	14,000.00	14,000.00	---
	\$0.00	\$196,255.05	\$196,255.05	---
Pre-K Instruction				
K-4 Instruction				
1000-1100-1000-51010-080 Teacher	1,670,699.50	1,749,891.60	79,192.10	4.74%
1000-1100-1000-51022-080 Ed Tech II	199,663.02	244,709.30	45,046.28	22.56%
1000-1100-1000-51230-080 Substitutes	54,300.00	56,000.00	1,700.00	3.13%
1000-1100-1000-51500-080 Stipends	15,614.78	15,614.78	0.00	0.00%
1000-1100-1000-51910-080 Teacher Waiver	2,500.00	2,500.00	0.00	0.00%
1000-1100-1000-52110-080 Teacher Health	420,578.38	430,233.48	9,655.10	2.30%
1000-1100-1000-52120-080 Ed Tech Health	84,303.39	91,887.38	7,583.99	9.00%
1000-1100-1000-52200-080 Stipend F/M	353.28	353.28	0.00	0.00%
1000-1100-1000-52210-080 Teacher F/M	24,724.50	25,373.46	648.96	2.62%
1000-1100-1000-52220-080 Ed Tech F/M	2,895.11	4,996.37	2,101.26	72.58%
1000-1100-1000-52230-080 Sub Tutor F/M	4,191.75	4,284.00	92.25	2.20%
1000-1100-1000-52310-080 Teacher MSRS	70,943.03	70,070.26	(872.77)	(1.23)%
1000-1100-1000-52320-080 Ed Tech MSRS	8,880.07	8,906.58	26.51	0.30%
1000-1100-1000-52600-080 Stipend SUTA	43.00	43.00	0.00	0.00%
1000-1100-1000-52610-080 Teacher SUTA	1,561.50	1,560.00	(1.50)	(0.10)%
1000-1100-1000-52620-080 Ed Tech SUTA	492.00	534.00	42.00	8.54%
1000-1100-1000-52630-080 Sub Tutor SUTA	226.00	280.00	54.00	23.89%
1000-1100-1000-52700-080 Stipend WC	36.00	36.00	0.00	0.00%
1000-1100-1000-52710-080 Teacher WC	6,266.65	6,439.61	172.96	2.76%
1000-1100-1000-52720-080 Ed Tech WC	698.03	867.67	169.64	24.30%
1000-1100-1000-52730-080 Sub Tutor WC	119.53	206.00	86.47	72.34%
1000-1100-1000-53310-080 Prof EE Development & Training	14,580.00	14,700.00	120.00	0.82%
1000-1100-1000-53490-080 Contracted Services	2,900.00	3,100.00	200.00	6.90%
1000-1100-1000-54320-080 Equipment Maint & Repair	1,617.00	3,100.00	1,483.00	91.71%

MSAD 28 2021-2022 Requested Budget

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-1100-1000-54430-080 Rental/Leases	1,655.00	1,655.00	0.00	0.00%
1000-1100-1000-55350-080 Online Subscriptions Software	13,883.00	17,265.00	3,382.00	24.36%
1000-1100-1000-55800-080 Staff Travel	2,724.00	1,813.00	(911.00)	(33.44)%
1000-1100-1000-56100-080 Supplies	50,168.00	53,838.00	3,670.00	7.32%
1000-1100-1000-56400-080 Books & Periodicals	12,202.00	8,347.00	(3,855.00)	(31.59)%
1000-1100-1000-57330-080 Furniture & Fixtures	0.00	232.00	232.00	---
1000-1100-1000-58100-080 Dues and Fees	519.00	496.00	(23.00)	(4.43)%
1000-1100-2700-51181-080 Driver, K-4 Trips	6,000.00	6,120.00	120.00	2.00%
1000-1100-2700-59000-080 Bisbee Offset Transportation	0.00	(6,120.00)	(6,120.00)	---
Total K-4 Instruction	\$2,675,337.52	\$2,819,332.77	\$143,995.25	5.38%
5-8 Instruction				
1000-1100-1000-51010-150 Teacher	1,945,442.20	1,932,618.68	(12,823.52)	(0.66)%
1000-1100-1000-51023-150 Ed Tech III	26,338.90	26,873.70	534.80	2.03%
1000-1100-1000-51230-150 Substitutes	36,400.00	38,000.00	1,600.00	4.40%
1000-1100-1000-51500-150 Stipends	16,283.65	16,283.65	0.00	0.00%
1000-1100-1000-51910-150 Teacher Waiver	6,500.00	6,500.00	0.00	0.00%
1000-1100-1000-52110-150 Teacher Health	427,506.60	470,448.12	42,941.52	10.04%
1000-1100-1000-52120-150 Ed Tech Health	8,866.92	8,975.12	108.20	1.22%
1000-1100-1000-52200-150 Stipend F/M	726.42	726.42	0.00	0.00%
1000-1100-1000-52210-150 Teacher F/M	28,266.91	31,756.09	3,489.18	12.34%
1000-1100-1000-52220-150 Ed Tech F/M	381.91	389.67	7.76	2.03%
1000-1100-1000-52230-150 Sub Tutor F/M	2,676.28	2,907.00	230.72	8.62%
1000-1100-1000-52310-150 Teacher MSRS	80,930.37	71,936.41	(8,993.96)	(11.11)%
1000-1100-1000-52320-150 Ed Tech MSRS	1,095.70	1,031.95	(63.75)	(5.82)%
1000-1100-1000-52600-150 Stipend SUTA	95.00	95.00	0.00	0.00%
1000-1100-1000-52610-150 Teacher SUTA	1,748.50	1,688.50	(60.00)	(3.43)%
1000-1100-1000-52620-150 Ed Tech SUTA	132.00	60.00	(72.00)	(54.55)%
1000-1100-1000-52630-150 Sub Tutor SUTA	62.10	190.00	127.90	205.96%
1000-1100-1000-52700-150 Stipend WC	80.00	80.00	0.00	0.00%
1000-1100-1000-52710-150 Teacher WC	7,301.27	7,112.02	(189.25)	(2.59)%
1000-1100-1000-52720-150 Ed Tech WC	92.08	190.98	98.90	107.41%
1000-1100-1000-52730-150 Sub Tutor WC	119.53	140.00	20.47	17.13%
1000-1100-1000-53310-150 Prof EE Development & Training	4,983.00	3,294.00	(1,689.00)	(33.90)%
1000-1100-1000-53490-150 Contracted Services	13,275.00	13,175.00	(100.00)	(0.75)%
1000-1100-1000-54320-150 Equipment Maint & Repair	7,455.00	8,072.00	617.00	8.28%
1000-1100-1000-54430-150 Rental/Leases	1,255.00	1,255.00	0.00	0.00%
1000-1100-1000-55350-150 Online Subscriptions Software	1,571.00	2,435.00	864.00	55.00%
1000-1100-1000-55800-150 Staff Travel	4,155.00	745.00	(3,410.00)	(82.07)%
1000-1100-1000-56100-150 Supplies	66,853.00	55,756.00	(11,097.00)	(16.60)%
1000-1100-1000-56400-150 Books & Periodicals	1,781.00	2,103.00	322.00	18.08%
1000-1100-1000-57300-150 Equipment	7,212.00	2,357.00	(4,855.00)	(67.32)%
1000-1100-1000-57330-150 Furniture & Fixtures	5,250.00	5,100.00	(150.00)	(2.86)%
1000-1100-1000-58100-150 Dues & Fees	6,081.00	12,803.00	6,722.00	110.54%

MSAD 28 2021-2022 Requested Budget

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-1100-2700-51181-150 Driver, 5-8 trips	18,525.00	18,525.00	0.00	0.00%
1000-1100-2700-59000-150 Expense Offset Bisbee Transp	(10,003.00)	(18,525.00)	(8,522.00)	85.19%
Total 5-8 Instruction	\$2,719,439.34	\$2,725,098.31	\$5,658.97	0.21%
ESL				
1000-4100-1000-53310-950 Professional Development	780.00	0.00	(780.00)	(100.00)%
1000-4100-1000-53490-950 Contracted Services	30,400.00	30,400.00	0.00	0.00%
1000-4100-1000-55800-950 Staff Travel	600.00	0.00	(600.00)	(100.00)%
1000-4100-1000-56107-950 ESL Supplies	400.00	400.00	0.00	0.00%
Total ESL	\$32,180.00	\$30,800.00	\$(1,380.00)	(4.29)%
Gifted and Talented CRES				
1000-4900-1000-51010-080 Teacher	34,867.80	31,650.19	(3,217.61)	(9.23)%
1000-4900-1000-51230-080 Substitutes	880.00	300.00	(580.00)	(65.91)%
1000-4900-1000-52110-080 Teacher Health	13,530.89	0.00	(13,530.89)	(100.00)%
1000-4900-1000-52210-080 Teacher F/M	2,667.38	3,126.73	459.35	17.22%
1000-4900-1000-52230-080 Sub Tutor F/M	0.00	22.95	22.95	---
1000-4900-1000-52310-080 Teacher MSRS	0.00	1,215.37	1,215.37	---
1000-4900-1000-52610-080 Teacher SUTA	36.00	60.00	24.00	66.67%
1000-4900-1000-52630-080 Sub Tutor SUTA	0.00	1.50	1.50	---
1000-4900-1000-52710-080 Teacher WC	121.90	116.47	(5.43)	(4.45)%
1000-4900-1000-52730-080 Sub Tutor WC	0.00	1.10	1.10	---
1000-4900-1000-53300-080 Prof EE Development & Training	80.00	80.00	0.00	0.00%
1000-4900-1000-55800-080 Staff Travel	57.00	56.00	(1.00)	(1.75)%
1000-4900-1000-56000-080 Non-Instructional Supplies	0.00	555.00	555.00	---
1000-4900-1000-56100-080 Supplies	367.00	0.00	(367.00)	(100.00)%
1000-4900-1000-58100-080 Dues and Fees	154.00	154.00	0.00	0.00%
Total Gifted and Talented CRES	\$52,761.97	\$37,339.31	\$(15,422.66)	(29.23)%
Gifted and Talented CRMS				
1000-4900-1000-51010-150 Teacher	31,664.80	32,298.10	633.30	2.00%
1000-4900-1000-51230-150 Substitutes	1,760.00	2,200.00	440.00	25.00%
1000-4900-1000-51500-150 Stipend	3,333.12	3,333.12	0.00	0.00%
1000-4900-1000-51910-150 Teacher Waiver	1,000.00	1,000.00	0.00	0.00%
1000-4900-1000-52210-150 Teacher F/M	473.64	482.82	9.18	1.94%
1000-4900-1000-52230-150 Sub Tutor F/M	0.00	168.30	168.30	---
1000-4900-1000-52310-150 Teacher MSRS	1,317.26	1,240.25	(77.01)	(5.85)%
1000-4900-1000-52610-150 Teacher SUTA	29.00	29.00	0.00	0.00%
1000-4900-1000-52630-150 Sub Tutor SUTA	0.00	11.00	11.00	---
1000-4900-1000-52710-150 Teacher WC	110.70	118.86	8.16	7.37%
1000-4900-1000-52730-150 Sub Tutor WC	0.00	8.10	8.10	---
1000-4900-1000-58100-150 Dues and Fees	390.00	0.00	(390.00)	(100.00)%
Gifted and Talented CRMS	\$40,078.52	\$40,889.55	\$811.03	2.02%

MSAD 28 2021-2022 Requested Budget

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
Total Pre K-8 Instruction	\$5,519,797.35	\$5,849,714.99	\$329,917.64	5.98%
Special Education				
Special Ed Administration				
1000-2500-2330-53310-900 Prof EE Development & Training	300.00	600.00	300.00	100.00%
1000-2500-2330-53440-900 Administrative Services	180,894.00	183,914.50	3,020.50	1.67%
1000-2500-2330-53450-900 Legal Fees	5,000.00	5,000.00	0.00	0.00%
1000-2500-2330-54320-900 Equipment Maint & Repair	0.00	1,600.00	1,600.00	---
1000-2500-2330-55800-900 Staff Travel	600.00	600.00	0.00	0.00%
1000-2500-2330-56000-900 Supplies	1,600.00	1,600.00	0.00	0.00%
1000-2500-2330-58100-900 Dues & Fees	0.00	360.00	360.00	---
1000-2500-2330-58900-900 Contingency	41,000.00	9,000.00	(32,000.00)	(78.05)%
Total Special Ed Admin	\$229,394.00	\$202,674.50	\$(26,719.50)	(11.65)%
Sp Ed Self Contained				
1000-2300-1000-55650-950 Tuition to Special Purpose Private Schoo	9,000.00	41,000.00	32,000.00	355.56%
Total Sp Ed Self Contained	\$9,000.00	\$41,000.00	\$32,000.00	355.56%
Special Ed Recourse Room CRES				
1000-2200-1000-51010-080 Teacher - Resource	145,859.00	154,781.94	8,922.94	6.12%
1000-2200-1000-51022-080 Ed Tech II - Resource	51,284.80	53,025.42	1,740.62	3.39%
1000-2200-1000-51230-080 Substitutes - Resource	2,640.00	6,000.00	3,360.00	127.27%
1000-2200-1000-51500-080 Stipend	934.91	934.91	0.00	0.00%
1000-2200-1000-52110-080 Teacher Health	24,509.04	24,519.96	10.92	0.04%
1000-2200-1000-52120-080 Ed Tech Health	19,573.44	17,950.24	(1,623.20)	(8.29)%
1000-2200-1000-52210-080 Teacher F/M	2,114.95	2,244.34	129.39	6.12%
1000-2200-1000-52220-080 Ed Tech F/M	749.62	768.87	19.25	2.57%
1000-2200-1000-52230-080 Sub Tutor F/M	0.00	459.00	459.00	---
1000-2200-1000-52310-080 Teacher MSRS	6,067.73	5,943.63	(124.10)	(2.05)%
1000-2200-1000-52320-080 Ed Tech MSRS	2,133.44	2,036.17	(97.27)	(4.56)%
1000-2200-1000-52330-080 Sub Tutor MSRS	15.00	0.00	(15.00)	(100.00)%
1000-2200-1000-52610-080 Teacher SUTA	122.00	120.00	(2.00)	(1.64)%
1000-2200-1000-52620-080 Ed Tech SUTA	136.00	120.00	(16.00)	(11.76)%
1000-2200-1000-52630-080 Sub Tutor SUTA	0.00	30.00	30.00	---
1000-2200-1000-52710-080 Teacher WC	509.58	569.60	60.02	11.78%
1000-2200-1000-52720-080 Ed Tech WC	179.30	195.13	15.83	8.83%
1000-2200-1000-52730-080 Sub Tutor WC	0.00	22.08	22.08	---
Total Sp Ed Resource Room CRES	\$256,828.81	\$269,721.29	\$12,892.48	5.02%
Special Ed Resource Room CRMS				
1000-2200-1000-51010-150 Teacher - Resource	260,744.75	269,947.34	9,202.59	3.53%
1000-2200-1000-51022-150 Ed Tech II - Resource	26,879.30	27,568.94	689.64	2.57%
1000-2200-1000-51023-150 Ed Tech III - Resource	54,436.90	82,693.45	28,256.55	51.91%
1000-2200-1000-51230-150 Substitutes - Resource	4,400.00	8,000.00	3,600.00	81.82%
1000-2200-1000-51500-150 Stipend	857.09	857.09	0.00	0.00%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-2200-1000-52110-150 Teacher Health	55,015.41	55,036.08	20.67	0.04%
1000-2200-1000-52120-150 Ed Tech Health	9,786.72	35,900.48	26,113.76	266.83%
1000-2200-1000-52210-150 Teacher F/M	3,780.80	3,914.23	133.43	3.53%
1000-2200-1000-52220-150 Ed Tech F/M	1,179.09	1,598.80	419.71	35.60%
1000-2200-1000-52230-150 Sub Tutor F/M	0.00	612.00	612.00	---
1000-2200-1000-52310-150 Teacher MSRS	12,460.01	12,045.52	(414.49)	(3.33)%
1000-2200-1000-52320-150 Ed Tech MSRS	3,382.76	4,234.08	851.32	25.17%
1000-2200-1000-52610-150 Teacher SUTA	225.00	225.00	0.00	0.00%
1000-2200-1000-52620-150 Ed Tech SUTA	180.00	240.00	60.00	33.33%
1000-2200-1000-52630-150 Sub Tutor SUTA	0.00	40.00	40.00	---
1000-2200-1000-52710-150 Teacher WC	911.56	993.42	81.86	8.98%
1000-2200-1000-52720-150 Ed Tech WC	284.28	405.77	121.49	42.74%
1000-2200-1000-52730-150 Sub Tutor WC	0.00	29.44	29.44	---
Total Sp Ed Resource Room CRMS	\$434,523.67	\$504,341.64	\$69,817.97	16.07%
Special Ed Self Contained CRES				
1000-2300-1000-51010-080 Teacher - Self Contained	110,676.00	119,414.46	8,738.46	7.90%
1000-2300-1000-51022-080 Ed Tech II - Self Contained	26,879.30	27,568.94	689.64	2.57%
1000-2300-1000-51023-080 Ed Tech III - Self Contained	189,817.60	222,343.10	32,525.50	17.14%
1000-2300-1000-51230-080 Substitutes - Self Contained	8,800.00	12,000.00	3,200.00	36.36%
1000-2300-1000-52110-080 Teacher Health	24,509.04	24,519.96	10.92	0.04%
1000-2300-1000-52120-080 Ed Tech Health	66,579.60	91,714.81	25,135.21	37.75%
1000-2300-1000-52210-080 Teacher F/M	1,604.80	1,731.51	126.71	7.90%
1000-2300-1000-52220-080 Ed Tech F/M	3,142.10	3,623.71	481.61	15.33%
1000-2300-1000-52230-080 Sub Tutor F/M	172.50	918.00	745.50	432.17%
1000-2300-1000-52310-080 Teacher MSRS	4,604.12	4,585.51	(18.61)	(0.40)%
1000-2300-1000-52320-080 Ed Tech MSRS	9,014.58	9,596.61	582.03	6.46%
1000-2300-1000-52610-080 Teacher SUTA	120.00	120.00	0.00	0.00%
1000-2300-1000-52620-080 Ed Tech SUTA	480.00	540.00	60.00	12.50%
1000-2300-1000-52630-080 Sub Tutor SUTA	0.00	60.00	60.00	---
1000-2300-1000-52710-080 Teacher WC	386.92	439.45	52.53	13.58%
1000-2300-1000-52720-080 Ed Tech WC	757.57	919.67	162.10	21.40%
1000-2300-1000-52730-080 Sub Tutor WC	0.00	44.16	44.16	---
Total SpEd Self Contained CRES	\$447,544.13	\$520,139.89	\$72,595.76	16.22%
Special Ed Self Contained CRMS				
1000-2300-1000-51010-150 Teacher - Self Contained	117,783.00	123,039.54	5,256.54	4.46%
1000-2300-1000-51020-150 Ed Tech I	25,948.30	0.00	(25,948.30)	(100.00)%
1000-2300-1000-51022-150 Ed Tech II - Self Contained	26,068.00	26,726.63	658.63	2.53%
1000-2300-1000-51023-150 Ed Tech III - Self Contained	135,859.50	112,856.17	(23,003.33)	(16.93)%
1000-2300-1000-51230-150 Substitutes - Self Contained	4,400.00	12,000.00	7,600.00	172.73%
1000-2300-1000-52110-150 Teacher Health	29,444.64	29,457.84	13.20	0.04%
1000-2300-1000-52120-150 Ed Tech Health	48,013.80	44,032.12	(3,981.68)	(8.29)%
1000-2300-1000-52210-150 Teacher F/M	1,707.85	1,784.08	76.23	4.46%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-2300-1000-52220-150 Ed Tech F/M	2,347.95	2,023.95	(324.00)	(13.80)%
1000-2300-1000-52230-150 Sub Tutor F/M	172.50	918.00	745.50	432.17%
1000-2300-1000-52310-150 Teacher MSRS	4,899.77	4,724.72	(175.05)	(3.57)%
1000-2300-1000-52320-150 Ed Tech MSRS	6,736.19	5,359.97	(1,376.22)	(20.43)%
1000-2300-1000-52610-150 Teacher SUTA	120.00	120.00	0.00	0.00%
1000-2300-1000-52620-150 Ed Tech SUTA	360.00	300.00	(60.00)	(16.67)%
1000-2300-1000-52630-150 Sub Tutor SUTA	0.00	60.00	60.00	---
1000-2300-1000-52710-150 Teacher WC	411.77	452.78	41.01	9.96%
1000-2300-1000-52720-150 Ed Tech WC	566.09	513.66	(52.43)	(9.26)%
1000-2300-1000-52730-150 Sub Tutor WC	0.00	44.16	44.16	---
Total SpEd Self Contained CRMS	\$404,839.36	\$364,413.62	\$(40,425.74)	(9.99)%
State Agency Client				
1000-2301-1000-53440-950 Purchased Services	0.00	3,000.00	3,000.00	---
1000-2301-1000-56100-950 Supplies	2,000.00	0.00	(2,000.00)	(100.00)%
Total State Agency Client	\$2,000.00	\$3,000.00	\$1,000.00	50.00%
Special Ed ESY				
1000-2810-1000-51010-950 Extended School Year Teacher	12,880.00	12,880.00	0.00	0.00%
1000-2810-1000-51023-950 Extended School Year Ed Tech	24,626.00	24,626.00	0.00	0.00%
1000-2810-1000-51231-950 Tutoring/Home Instruction	700.00	0.00	(700.00)	(100.00)%
1000-2810-1000-52210-950 Teacher F/M	389.76	389.76	0.00	0.00%
1000-2810-1000-52220-950 Ed Tech F/M	633.48	633.48	0.00	0.00%
1000-2810-1000-52310-950 MSRS	903.16	903.16	0.00	0.00%
1000-2810-1000-52320-950 MSRS	891.04	891.04	0.00	0.00%
1000-2810-1000-52610-950 Teacher SUTA	42.94	42.94	0.00	0.00%
1000-2810-1000-52620-950 Ed Tech SUTA	461.76	461.76	0.00	0.00%
1000-2810-1000-52710-950 Teacher WC	110.20	110.20	0.00	0.00%
1000-2810-1000-52720-950 Ed Tech WC	117.34	117.34	0.00	0.00%
Total Sp Ed ESY	\$41,755.68	\$41,055.68	\$(700.00)	(1.68)%
Sp Ed Psychological Examiner				
1000-2800-2140-51060-950 Psychological Examiner	154,711.80	159,918.72	5,206.92	3.37%
1000-2800-2140-52160-950 Other Prof Health	45,102.96	45,122.88	19.92	0.04%
1000-2800-2140-52260-950 Other Prof F/M	7,203.32	2,318.82	(4,884.50)	(67.81)%
1000-2800-2140-52360-950 MSRS	3,108.01	3,070.44	(37.57)	(1.21)%
1000-2800-2140-52660-950 Other Prof SUTA	122.00	120.00	(2.00)	(1.64)%
1000-2800-2140-52760-950 Other Prof WC	540.52	588.50	47.98	8.88%
Total Sp Ed Psych Examiner	\$210,788.61	\$211,139.36	\$350.75	0.17%
Sp Ed Speech/Language				
1000-2800-2150-51060-950 Speech/Language Therapist	144,483.00	148,720.08	4,237.08	2.93%
1000-2800-2150-52160-950 Other Prof Health	32,338.20	32,352.48	14.28	0.04%
1000-2800-2150-52260-950 Other Prof F/M	2,095.00	2,156.44	61.44	2.93%
1000-2800-2150-52360-950 MSRS	6,010.50	5,710.85	(299.65)	(4.99)%

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1000-2800-2150-52660-950 Other Prof SUTA	122.00	242.00	120.00	98.36%
1000-2800-2150-52760-950 Other Prof WC	504.77	547.29	42.52	8.42%
Total Sp Ed Speech/Language	\$185,553.47	\$189,729.14	\$4,175.67	2.25%
Sp Ed Occupational Therapy				
1000-2800-2160-51060-950 Occupational Therapist	53,688.48	55,291.60	1,603.12	2.99%
1000-2800-2160-51960-950 Other Prof Waiver	9,428.00	9,428.00	0.00	0.00%
1000-2800-2160-52160-950 Other Prof Health	9,786.72	9,791.04	4.32	0.04%
1000-2800-2160-52260-950 Other Prof F/M	778.48	801.73	23.25	2.99%
1000-2800-2160-52360-950 MSRS	2,233.44	2,123.20	(110.24)	(4.94)%
1000-2800-2160-52660-950 Other Prof SUTA	60.00	60.00	0.00	0.00%
1000-2800-2160-52760-950 Other Prof WC	187.69	203.47	15.78	8.41%
Total Sp Ed Occ Therapy	\$76,162.81	\$77,699.04	\$1,536.23	2.02%
Total Special Education	\$2,298,390.54	\$2,424,914.16	\$126,523.62	5.50%
Other Instruction				
Summer School				
1000-4300-1000-51010-950 Summer School Teacher	6,440.00	6,440.00	0.00	0.00%
1000-4300-1000-52210-950 Teacher F/M	181.00	181.00	0.00	0.00%
1000-4300-1000-52310-950 MSRS	425.00	425.00	0.00	0.00%
1000-4300-1000-52610-950 Teacher SUTA	10.00	10.00	0.00	0.00%
1000-4300-1000-52700-950 Worker's Compensation	30.00	30.00	0.00	0.00%
1000-4300-1000-56100-950 Summer School Supplies	1,200.00	600.00	(600.00)	(50.00)%
Total Summer School	\$8,286.00	\$7,686.00	\$(600.00)	(7.24)%
K-4 Co/Extra Curricular				
1000-9100-1000-51500-080 Activity Stipends	7,328.77	7,475.35	146.58	2.00%
1000-9100-1000-52200-080 Stipend F/M	430.08	438.68	8.60	2.00%
1000-9100-1000-52600-080 Stipend SUTA	46.00	46.92	0.92	2.00%
1000-9100-1000-52700-080 Stipend WC	39.00	39.78	0.78	2.00%
1000-9100-1000-53490-080 Co Curricular Contracted Services	1,480.00	1,480.00	0.00	0.00%
1000-9100-1000-56100-080 Co-Curricular Supplies	1,820.00	1,820.00	0.00	0.00%
Total K-4 Co/Extra Curricular	\$11,143.85	\$11,300.73	\$156.88	1.41%
5-8 Co-Curricular				
1000-9100-1000-51500-150 Activity Stipends	26,557.44	27,088.59	531.15	2.00%
1000-9100-1000-52200-150 Stipend F/M	946.18	965.10	18.92	2.00%
1000-9100-1000-52600-150 Stipend SUTA	107.00	109.14	2.14	2.00%
1000-9100-1000-52700-150 Stipend WC	90.00	91.80	1.80	2.00%
1000-9100-1000-53490-150 Co-Curricular Contracted Services	250.00	250.00	0.00	0.00%
1000-9100-1000-56100-150 Co-Curricular Supplies	3,050.00	3,300.00	250.00	8.20%
1000-9100-1000-58100-150 Dues & Fees	250.00	250.00	0.00	0.00%
1000-9100-1000-59000-150 Expense Offset	(4,800.00)	(4,800.00)	0.00	0.00%
Total 5-8 Co Curricular	\$26,450.62	\$27,254.63	\$804.01	3.04%

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5-8 Athletics				
1000-9200-1000-51500-150 Extra-Curricular Stipends	58,570.70	59,499.47	928.77	1.59%
1000-9200-1000-52200-150 Stipend F/M	2,813.29	2,920.99	107.70	3.83%
1000-9200-1000-52600-150 Stipend SUTA	60.00	60.00	0.00	0.00%
1000-9200-1000-52700-150 Stipend WC	92.85	100.95	8.10	8.72%
1000-9200-1000-53490-150 Contracted Services	12,409.00	12,409.00	0.00	0.00%
1000-9200-1000-56100-150 Supplies	9,532.00	9,507.00	(25.00)	(0.26)%
1000-9200-1000-58100-150 Dues & Fees	1,295.00	1,425.00	130.00	10.04%
1000-9200-1000-59000-150 Expense Offset	(10,200.00)	(10,200.00)	0.00	0.00%
Total 5-8 Athletics	\$74,572.84	\$75,722.41	\$1,149.57	1.54%
Athletics Transportation				
1000-9200-2700-51181-150 Driver, 5-8 Trips Athletics	11,220.00	11,445.00	225.00	2.01%
1000-9200-2700-59000-150 Trans. Expense Offset Athletics	(11,220.00)	(11,445.00)	(225.00)	2.01%
Total Ath Transportation	\$0.00	\$0.00	\$0.00	---
Total Other Instruction	\$120,453.31	\$121,963.77	\$1,510.46	1.25%
Student and Staff Support				
K-4 Guidance				
1000-0000-2120-51060-080 Guidance	58,473.00	60,724.68	2,251.68	3.85%
1000-0000-2120-52160-080 Other Prof Health	14,722.32	14,728.92	6.60	0.04%
1000-0000-2120-52260-080 Other Prof F/M	849.31	1,729.82	880.51	103.67%
1000-0000-2120-52360-080 MSRS	2,421.66	2,331.83	(89.83)	(3.71)%
1000-0000-2120-52660-080 Other Prof SUTA	63.80	60.00	(3.80)	(5.96)%
1000-0000-2120-52760-080 Other Prof WC	203.16	223.47	20.31	10.00%
1000-0000-2120-53300-080 Prof EE Development & Training	432.00	432.00	0.00	0.00%
1000-0000-2120-55800-080 Staff Travel	629.00	629.00	0.00	0.00%
1000-0000-2120-56100-080 Supplies	200.00	200.00	0.00	0.00%
1000-0000-2120-56400-080 Books & Periodicals	370.00	370.00	0.00	0.00%
Total K-4 Guidance	\$78,364.25	\$81,429.72	\$3,065.47	3.91%
K-4 Social Worker				
1000-0000-2110-51060-080 Social Worker	73,174.00	78,020.76	4,846.76	6.62%
1000-0000-2110-52160-080 Social Worker Health	14,722.32	14,728.92	6.60	0.04%
1000-0000-2110-52260-080 Social Worker Medicare	1,061.02	1,131.30	70.28	6.62%
1000-0000-2110-52360-080 Social Worker MePERS	3,044.04	2,982.17	(61.87)	(2.03)%
1000-0000-2110-52630-080 Social Worker SUTA	60.00	60.00	0.00	0.00%
1000-0000-2110-52660-080 Social Worker SUTA	0.00	61.80	61.80	---
1000-0000-2110-52760-080 Social Worker Workers' Comp	255.82	285.79	29.97	11.72%
1000-0000-2110-53300-080 Professional Development and Training	450.00	450.00	0.00	0.00%
1000-0000-2110-55800-080 Travel Reimbursement	162.00	193.00	31.00	19.14%
1000-0000-2110-56000-080 General Supplies	300.00	560.00	260.00	86.67%
1000-0000-2110-56400-080 Books and Periodicals	240.00	540.00	300.00	125.00%
1000-0000-2110-57330-080 Furniture and Fixtures	75.00	40.00	(35.00)	(46.67)%

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Total K-4 Social Worker	\$93,544.20	\$99,053.74	\$5,509.54	5.89%
5-8 Guidance				
1000-0000-2120-51035-150 Guidance Sub	1,760.00	300.00	(1,460.00)	(82.95)%
1000-0000-2120-51060-150 Guidance Counselor	83,076.00	84,370.32	1,294.32	1.56%
1000-0000-2120-52160-150 Other Prof Health	18,528.36	18,532.92	4.56	0.02%
1000-0000-2120-52230-150 Sub F/M	135.00	22.95	(112.05)	(83.00)%
1000-0000-2120-52260-150 Other Prof F/M	1,204.60	2,427.97	1,223.37	101.56%
1000-0000-2120-52360-150 MSRS	3,540.99	3,239.82	(301.17)	(8.51)%
1000-0000-2120-52630-150 Sub SUTA	0.00	1.10	1.10	---
1000-0000-2120-52660-150 Other Prof SUTA	61.80	60.00	(1.80)	(2.91)%
1000-0000-2120-52730-150 Sub WC	0.00	1.50	1.50	---
1000-0000-2120-52760-150 Other Prof WC	289.18	310.48	21.30	7.37%
1000-0000-2120-53300-150 Prof EE Development & Training	400.00	400.00	0.00	0.00%
1000-0000-2120-55800-150 Staff Travel	250.00	250.00	0.00	0.00%
1000-0000-2120-56100-150 Supplies	750.00	700.00	(50.00)	(6.67)%
1000-0000-2120-56400-150 Books & Periodicals	250.00	300.00	50.00	20.00%
1000-0000-2120-58100-150 Dues and Fees	214.00	214.00	0.00	0.00%
Total 5-8 Guidance	\$110,459.93	\$111,131.06	\$671.13	0.61%
5-8 Social Worker				
1000-0000-2110-51060-150 Social Worker	71,753.00	74,997.48	3,244.48	4.52%
1000-0000-2110-52160-150 Social Worker Health	22,551.48	22,561.44	9.96	0.04%
1000-0000-2110-52260-150 Social Worker Medicare	1,040.42	1,087.46	47.04	4.52%
1000-0000-2110-52360-150 Social Worker MePERS	2,984.92	2,866.08	(118.84)	(3.98)%
1000-0000-2110-52660-150 Social Worker - SUTA	60.00	61.80	1.80	3.00%
1000-0000-2110-52760-150 Social Worker - Workers' Comp	250.85	274.67	23.82	9.50%
1000-0000-2110-53300-150 Professional Development and Training	400.00	500.00	100.00	25.00%
1000-0000-2110-55800-150 Travel Reimbursement	250.00	150.00	(100.00)	(40.00)%
1000-0000-2110-56000-150 General Supplies	200.00	350.00	150.00	75.00%
1000-0000-2110-56400-150 Books and Periodicals	100.00	244.00	144.00	144.00%
1000-0000-2110-58100-150 Dues and Fees - Memberships	456.00	335.00	(121.00)	(26.54)%
Total 5-8 Social Worker	\$100,046.67	\$103,427.93	\$3,381.26	3.38%
Nurse CRES				
1000-0000-2130-51035-080 Nurse Sub	1,920.00	2,000.00	80.00	4.17%
1000-0000-2130-51060-080 Nurse	59,871.00	62,313.84	2,442.84	4.08%
1000-0000-2130-52160-080 Other Prof Health	22,551.48	22,561.44	9.96	0.04%
1000-0000-2130-52230-080 Sub F/M	0.00	153.00	153.00	---
1000-0000-2130-52260-080 Other Prof F/M	868.23	903.55	35.32	4.07%
1000-0000-2130-52360-080 Other Prof MSRS	2,491.31	2,392.85	(98.46)	(3.95)%
1000-0000-2130-52630-080 Sub SUTA	0.00	10.00	10.00	---
1000-0000-2130-52660-080 Other Prof SUTA	64.00	60.00	(4.00)	(6.25)%
1000-0000-2130-52730-080 Sub WC	0.00	7.36	7.36	---
1000-0000-2130-52760-080 Other Prof WC	208.61	229.31	20.70	9.92%

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1000-0000-2130-53300-080 Prof EE Development & Training	205.00	195.00	(10.00)	(4.88)%
1000-0000-2130-53490-080 Contracted Services	100.00	250.00	150.00	150.00%
1000-0000-2130-54320-080 Equipment Maint & Repair	165.00	210.00	45.00	27.27%
1000-0000-2130-55800-080 Staff Travel	360.00	121.00	(239.00)	(66.39)%
1000-0000-2130-56100-080 Supplies	1,185.00	1,340.00	155.00	13.08%
1000-0000-2130-57300-080 Equipment	112.00	0.00	(112.00)	(100.00)%
1000-0000-2130-58100-080 Dues & Fees	131.00	131.00	0.00	0.00%
Total Nurse CRES	\$90,232.63	\$92,878.35	\$2,645.72	2.93%
Nurse CRMS				
1000-0000-2130-51035-150 Nurse Sub	1,920.00	2,000.00	80.00	4.17%
1000-0000-2130-51060-150 Nurse	65,356.00	68,113.56	2,757.56	4.22%
1000-0000-2130-52160-150 Other Prof Health	22,551.48	22,561.44	9.96	0.04%
1000-0000-2130-52230-150 Sub F/M	147.00	153.00	6.00	4.08%
1000-0000-2130-52260-150 Other Prof F/M	947.66	987.65	39.99	4.22%
1000-0000-2130-52360-150 Other Prof MSRS	2,718.81	2,615.56	(103.25)	(3.80)%
1000-0000-2130-52630-150 Sub SUTA	0.00	10.00	10.00	---
1000-0000-2130-52660-150 Other Prof SUTA	60.00	60.00	0.00	0.00%
1000-0000-2130-52730-150 Sub WC	0.00	7.36	7.36	---
1000-0000-2130-52760-150 Other Prof WC	228.48	250.66	22.18	9.71%
1000-0000-2130-53300-150 Prof EE Development & Training	210.00	210.00	0.00	0.00%
1000-0000-2130-53490-150 Contracted Services	0.00	125.00	125.00	---
1000-0000-2130-54320-150 Equipment Maint & Repair	513.00	220.00	(293.00)	(57.12)%
1000-0000-2130-55800-150 Staff Travel	60.00	60.00	0.00	0.00%
1000-0000-2130-56100-150 Supplies	976.00	1,115.00	139.00	14.24%
1000-0000-2130-56400-150 Books and Periodicals	118.00	0.00	(118.00)	(100.00)%
1000-0000-2130-58100-150 Dues & Fees	131.00	131.00	0.00	0.00%
Nurse CRMS	\$95,937.43	\$98,620.23	\$2,682.80	2.80%
Curriculum				
1000-0000-2210-51010-900 Staff Development	5,300.00	7,550.00	2,250.00	42.45%
1000-0000-2210-51500-900 Curriculum Development	9,400.00	12,000.00	2,600.00	27.66%
1000-0000-2210-53200-900 Administrative Services	48,180.00	38,071.00	(10,109.00)	(20.98)%
1000-0000-2210-53310-900 Prof EE Development & Training	1,000.00	1,000.00	0.00	0.00%
1000-0000-2210-56100-900 Supplies	500.00	400.00	(100.00)	(20.00)%
1000-0000-2210-57350-900 Software	13,808.00	17,377.50	3,569.50	25.85%
Total Curriculum	\$78,188.00	\$76,398.50	\$(1,789.50)	(2.29)%
Instructional Staff Training				
1000-0000-2213-52510-950 Teacher Course Reimbursement	7,050.00	3,625.00	(3,425.00)	(48.58)%
Total Instructional Training	\$7,050.00	\$3,625.00	\$(3,425.00)	(48.58)%
K-4 Library				
1000-0000-2220-51035-080 Sub-Lib K-4	0.00	750.00	750.00	---
1000-0000-2220-51060-080 Librarian	82,716.00	84,370.32	1,654.32	2.00%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2220-52160-080 Other Prof Health	18,528.36	18,532.92	4.56	0.02%
1000-0000-2220-52230-080 Sub F/M	0.00	57.38	57.38	---
1000-0000-2220-52260-080 Other Prof F/M	1,199.38	1,223.37	23.99	2.00%
1000-0000-2220-52360-080 MSRS	3,440.99	3,239.82	(201.17)	(5.85)%
1000-0000-2220-52630-080 Sub SUTA	0.00	3.75	3.75	---
1000-0000-2220-52660-080 Other Prof SUTA	60.00	60.00	0.00	0.00%
1000-0000-2220-52730-080 Sub WC	0.00	2.76	2.76	---
1000-0000-2220-52760-080 Other Prof WC	289.18	310.48	21.30	7.37%
1000-0000-2220-53300-080 Prof EE Development	175.00	125.00	(50.00)	(28.57)%
1000-0000-2220-54310-080 Contracted Services	785.00	785.00	0.00	0.00%
1000-0000-2220-55800-080 Staff Travel	69.00	67.00	(2.00)	(2.90)%
1000-0000-2220-56000-080 Supplies	500.00	500.00	0.00	0.00%
1000-0000-2220-56400-080 Books & Periodicals	8,640.00	8,640.00	0.00	0.00%
1000-0000-2220-56500-080 Instructional Software- Library	799.00	799.00	0.00	0.00%
1000-0000-2220-58100-080 Dues & Fees	25.00	25.00	0.00	0.00%
Total K-4 Library	\$117,226.91	\$119,491.80	\$2,264.89	1.93%
5-8 Library				
1000-0000-2220-51035-150 Sub-Lib 5-8	0.00	750.00	750.00	---
1000-0000-2220-51060-150 Librarian	79,162.00	80,745.24	1,583.24	2.00%
1000-0000-2220-52160-150 Other Prof Health	22,551.48	22,561.44	9.96	0.04%
1000-0000-2220-52230-150 Sub F/M	0.00	57.38	57.38	---
1000-0000-2220-52260-150 Other Prof F/M	1,147.85	1,170.81	22.96	2.00%
1000-0000-2220-52360-150 MSRS	3,293.14	3,100.62	(192.52)	(5.85)%
1000-0000-2220-52630-150 Sub SUTA	0.00	3.75	3.75	---
1000-0000-2220-52660-150 Other Prof SUTA	60.00	60.00	0.00	0.00%
1000-0000-2220-52730-150 Sub WC	0.00	2.76	2.76	---
1000-0000-2220-52760-150 Other Prof WC	276.75	297.14	20.39	7.37%
1000-0000-2220-53200-150 Contracted Services	785.00	785.00	0.00	0.00%
1000-0000-2220-53300-150 Prof EE Development & Training	120.00	120.00	0.00	0.00%
1000-0000-2220-56100-150 Supplies	633.00	456.00	(177.00)	(27.96)%
1000-0000-2220-56400-150 Books & Periodicals	8,000.00	8,000.00	0.00	0.00%
1000-0000-2220-58100-150 Dues & Fees	280.00	280.00	0.00	0.00%
Total 5-8 Library	\$116,309.22	\$118,390.14	\$2,080.92	1.79%
Instructional Technology				
1000-0000-2230-51180-900 Support Technician	41,537.60	42,764.80	1,227.20	2.95%
1000-0000-2230-52180-900 Support Health	9,786.72	9,791.04	4.32	0.04%
1000-0000-2230-52280-900 Support F/M	3,177.63	3,271.51	93.88	2.95%
1000-0000-2230-52680-900 Support SUTA	60.00	60.00	0.00	0.00%
1000-0000-2230-52780-900 Support WC	145.22	157.37	12.15	8.37%
1000-0000-2230-53200-900 Administrative Services	88,991.00	97,413.00	8,422.00	9.46%
1000-0000-2230-53490-900 Contracted Services	1,620.00	4,250.00	2,630.00	162.35%
1000-0000-2230-54320-900 Equipment Maint & Repair	7,500.00	7,500.00	0.00	0.00%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2230-55800-900 Staff Travel	250.00	0.00	(250.00)	(100.00)%
1000-0000-2230-56000-900 Supplies	300.00	300.00	0.00	0.00%
1000-0000-2230-57300-900 Non-Lease Purchases	7,090.00	12,700.00	5,610.00	79.13%
1000-0000-2230-57350-900 Software	9,090.00	11,097.00	2,007.00	22.08%
1000-0000-2230-57390-900 Leased Purchases	46,582.42	55,894.00	9,311.58	19.99%
Total Technology	\$216,130.59	\$245,198.72	\$29,068.13	13.45%
K-4 504 Services				
1000-1000-2190-51230-080 Substitutes	500.00	500.00	0.00	0.00%
1000-1000-2190-52230-080 F/M Substitute	7.25	7.25	0.00	0.00%
1000-1000-2190-52330-080 Substitute MePERS	31.25	31.25	0.00	0.00%
1000-1000-2190-52630-080 Substitute SUTA	48.00	48.00	0.00	0.00%
1000-1000-2190-52730-080 Substitute WC	5.00	5.00	0.00	0.00%
1000-1000-2190-56100-080 504 Instructional Supplies	500.00	500.00	0.00	0.00%
Total K-4 504 Services	\$1,091.50	\$1,091.50	\$0.00	0.00%
5-8 504 Services				
1000-1000-2190-51230-150 Substitutes	3,350.00	3,350.00	0.00	0.00%
1000-1000-2190-52230-150 Substitute F/M	48.58	48.58	0.00	0.00%
1000-1000-2190-52330-150 Substitute MePERS	109.00	109.00	0.00	0.00%
1000-1000-2190-52630-150 Substitute SUTA	48.00	48.00	0.00	0.00%
1000-1000-2190-52730-150 Substitute WC	5.00	5.00	0.00	0.00%
1000-1000-2190-56100-150 504 Instructional Supplies	500.00	500.00	0.00	0.00%
Total 5-8 504 Services	\$4,060.58	\$4,060.58	\$0.00	0.00%
Assessment				
1000-0000-2240-53000-900 Purchased Services Assessment	10,800.00	2,825.00	(7,975.00)	(73.84)%
Total Assessment	\$10,800.00	\$2,825.00	\$(7,975.00)	(73.84)%
Total Student/Staff Support	\$1,119,441.91	\$1,157,622.27	\$38,180.36	3.41%
Board of Directors				
1000-0000-2310-51180-900 Board Secretary	550.00	550.00	0.00	0.00%
1000-0000-2310-51500-900 School Board Stipends	9,600.00	9,600.00	0.00	0.00%
1000-0000-2310-52200-900 Stipend F/M	811.00	811.00	0.00	0.00%
1000-0000-2310-52600-900 Stipend SUTA	54.00	54.00	0.00	0.00%
1000-0000-2310-53450-900 Legal Fees	40,000.00	40,000.00	0.00	0.00%
1000-0000-2310-53460-900 Audit	14,000.00	15,500.00	1,500.00	10.71%
1000-0000-2310-55200-900 Professional Liability Ins	1,785.00	2,600.00	815.00	45.66%
1000-0000-2310-55500-900 Printing	16,000.00	12,000.00	(4,000.00)	(25.00)%
1000-0000-2310-55800-900 Staff Travel	650.00	100.00	(550.00)	(84.62)%
1000-0000-2310-56000-900 Supplies	4,500.00	4,500.00	0.00	0.00%
1000-0000-2310-58100-900 Dues & Fees	3,000.00	3,084.00	84.00	2.80%
1000-0000-2310-58140-900 School Board Conference Fees	600.00	600.00	0.00	0.00%
Total Board of Directors	\$91,550.00	\$89,399.00	\$(2,151.00)	(2.35)%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
Superintendent's Office				
1000-0000-2320-53300-900 Prof EE Development & Training	3,840.00	740.00	(3,100.00)	(80.73)%
1000-0000-2320-53410-900 Administrative Services	181,569.00	186,663.00	5,094.00	2.81%
1000-0000-2320-53490-900 Contracted Services	26,555.50	2,700.00	(23,855.50)	(89.83)%
1000-0000-2320-54320-900 Equipment Maint & Repair	2,300.00	2,300.00	0.00	0.00%
1000-0000-2320-54430-900 Rental/Leases	337.50	338.00	0.50	0.15%
1000-0000-2320-55310-900 Postage	1,075.00	2,500.00	1,425.00	132.56%
1000-0000-2320-55400-900 Advertising	12,858.00	12,900.00	42.00	0.33%
1000-0000-2320-55800-900 Staff Travel	450.00	375.00	(75.00)	(16.67)%
1000-0000-2320-56000-900 Supplies	6,600.00	11,000.00	4,400.00	66.67%
1000-0000-2320-56900-900 Publicity Expense	1,000.00	1,000.00	0.00	0.00%
1000-0000-2320-57300-900 Equipment	1,500.00	1,500.00	0.00	0.00%
1000-0000-2320-58100-900 Dues & Fees	2,942.50	2,175.00	(767.50)	(26.08)%
Total Superintendent's Office	\$241,027.50	\$224,191.00	\$(16,836.50)	(6.99)%
Business Office				
1000-0000-2500-53310-900 Prof EE Development & Training	0.00	2,975.00	2,975.00	---
1000-0000-2500-53410-900 Administrative Service - Business Office	139,934.00	142,283.50	2,349.50	1.68%
1000-0000-2500-53490-900 Contracted Services	0.00	15,148.00	15,148.00	---
1000-0000-2500-54320-900 Equipment Maintenance & Repair	0.00	500.00	500.00	---
1000-0000-2500-55800-900 Staff Travel	0.00	250.00	250.00	---
1000-0000-2500-56000-900 Supplies	0.00	1,200.00	1,200.00	---
1000-0000-2500-57300-900 Equipment	0.00	500.00	500.00	---
1000-0000-2500-58100-900 Dues & Fees	0.00	50.00	50.00	---
Business Office	\$139,934.00	\$162,906.50	\$22,972.50	16.42%
Total System Administration	\$472,511.50	\$476,496.50	\$3,985.00	0.84%
School Administration				
K-4 Principal's Office				
1000-0000-2400-51040-080 Principal Salary	103,689.00	110,492.64	6,803.64	6.56%
1000-0000-2400-51050-080 Asst Principal	91,360.00	97,839.20	6,479.20	7.09%
1000-0000-2400-51180-080 Support Personnel	68,552.40	69,876.80	1,324.40	1.93%
1000-0000-2400-52140-080 Admin Health	22,551.48	14,555.52	(7,995.96)	(35.46)%
1000-0000-2400-52150-080 Asst Admin Health	18,528.36	18,532.92	4.56	0.02%
1000-0000-2400-52180-080 Support Health	31,265.32	31,278.12	12.80	0.04%
1000-0000-2400-52240-080 Admin F/M	1,503.49	1,602.14	98.65	6.56%
1000-0000-2400-52250-080 Asst Admin F/M	1,324.72	1,418.67	93.95	7.09%
1000-0000-2400-52280-080 Support F/M	5,242.63	5,345.57	102.94	1.96%
1000-0000-2400-52340-080 MSRS	4,288.50	4,219.88	(68.62)	(1.60)%
1000-0000-2400-52350-080 MSRS	3,785.60	3,743.20	(42.40)	(1.12)%
1000-0000-2400-52540-080 Admin Course Reimbursement	1,000.00	1,000.00	0.00	0.00%
1000-0000-2400-52550-080 Asst Admin Course Reimbursement	1,000.00	1,000.00	0.00	0.00%
1000-0000-2400-52640-080 Admin SUTA	63.00	63.00	0.00	0.00%
1000-0000-2400-52650-080 Asst Admin SUTA	61.80	61.80	0.00	0.00%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2400-52680-080 Support SUTA	126.00	120.00	(6.00)	(4.76)%
1000-0000-2400-52740-080 Admin WC	362.50	406.61	44.11	12.17%
1000-0000-2400-52750-080 Asst Admin WC	319.40	360.04	40.64	12.72%
1000-0000-2400-52780-080 Support WC	239.48	257.15	17.67	7.38%
1000-0000-2400-53310-080 Prof EE Development & Training	1,899.00	1,499.00	(400.00)	(21.06)%
1000-0000-2400-53490-080 Contracted Service	0.00	100.00	100.00	---
1000-0000-2400-54320-080 Equipment Maint & Repair	1,617.00	3,100.00	1,483.00	91.71%
1000-0000-2400-54430-080 Rental/Leases	4,175.00	2,528.00	(1,647.00)	(39.45)%
1000-0000-2400-55310-080 Postage	600.00	867.00	267.00	44.50%
1000-0000-2400-55350-080 Online Subscription Software	0.00	450.00	450.00	---
1000-0000-2400-55800-080 Staff Travel	859.00	641.00	(218.00)	(25.38)%
1000-0000-2400-56000-080 Supplies	2,850.00	2,350.00	(500.00)	(17.54)%
1000-0000-2400-56400-080 Books & Periodicals	100.00	100.00	0.00	0.00%
1000-0000-2400-58100-080 Dues & Fees	1,464.00	1,564.00	100.00	6.83%
Total K-4 Principal's Office	\$368,827.68	\$375,372.26	\$6,544.58	1.77%
5-8 Principal's Office				
1000-0000-2400-51035-150 Sub	1,760.00	0.00	(1,760.00)	(100.00)%
1000-0000-2400-51040-150 Principal	110,558.00	118,387.28	7,829.28	7.08%
1000-0000-2400-51050-150 Asst Principal	95,585.00	102,365.28	6,780.28	7.09%
1000-0000-2400-51180-150 Support Personnel	74,934.66	75,222.40	287.74	0.38%
1000-0000-2400-51950-150 Asst Admin Waiver	21,022.18	21,421.11	398.93	1.90%
1000-0000-2400-52140-150 Admin Health	22,551.48	22,561.44	9.96	0.04%
1000-0000-2400-52180-150 Support Health	42,955.20	31,278.12	(11,677.08)	(27.18)%
1000-0000-2400-52230-150 Sub F/M	135.00	135.00	0.00	0.00%
1000-0000-2400-52240-150 Admin F/M	1,603.09	1,716.62	113.53	7.08%
1000-0000-2400-52250-150 Asst Admin F/M	1,690.80	1,794.91	104.11	6.16%
1000-0000-2400-52280-150 Support F/M	5,732.50	5,754.52	22.02	0.38%
1000-0000-2400-52340-150 MSRS	4,574.25	4,523.03	(51.22)	(1.12)%
1000-0000-2400-52350-150 MSRS	3,961.36	3,917.00	(44.36)	(1.12)%
1000-0000-2400-52640-150 Admin SUTA	63.00	63.00	0.00	0.00%
1000-0000-2400-52650-150 Asst Admin SUTA	121.80	121.80	0.00	0.00%
1000-0000-2400-52680-150 Support SUTA	146.44	147.23	0.79	0.54%
1000-0000-2400-52740-150 Admin WC	386.51	435.67	49.16	12.72%
1000-0000-2400-52750-150 Asst Admin WC	334.17	376.70	42.53	12.73%
1000-0000-2400-52780-150 Support WC	261.97	276.82	14.85	5.67%
1000-0000-2400-53310-150 Prof EE Development & Training	2,600.00	2,100.00	(500.00)	(19.23)%
1000-0000-2400-53490-150 Contracted Services	1,400.00	4,984.00	3,584.00	256.00%
1000-0000-2400-54320-150 Equipment Maint & Repair	3,000.00	2,650.00	(350.00)	(11.67)%
1000-0000-2400-54430-150 Rental/Leases	1,630.00	1,630.00	0.00	0.00%
1000-0000-2400-55310-150 Postage	1,000.00	1,000.00	0.00	0.00%
1000-0000-2400-55800-150 Staff Travel	1,950.00	500.00	(1,450.00)	(74.36)%
1000-0000-2400-56000-150 Supplies	4,050.00	3,600.00	(450.00)	(11.11)%
1000-0000-2400-56400-150 Books & Periodicals	400.00	250.00	(150.00)	(37.50)%

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Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2400-57330-150 Furniture & Fixtures	500.00	250.00	(250.00)	(50.00)%
1000-0000-2400-58100-150 Dues & Fees	2,029.00	2,000.00	(29.00)	(1.43)%
Total 5-8 Principal's Office	\$406,936.41	\$409,461.93	\$2,525.52	0.62%
Total School Administration	\$775,764.09	\$784,834.19	\$9,070.10	1.17%
Transportation				
Regular Transportation				
1000-0000-2700-51020-900 Bus Monitors	4,720.00	0.00	(4,720.00)	(100.00)%
1000-0000-2700-51035-900 Sub Bus Driver	3,650.00	3,650.00	0.00	0.00%
1000-0000-2700-51170-900 Transportation Supervisor	61,221.00	67,302.48	6,081.48	9.93%
1000-0000-2700-51181-900 Bus Drivers	255,103.16	261,461.91	6,358.75	2.49%
1000-0000-2700-51183-900 Maintenance	55,295.20	56,252.00	956.80	1.73%
1000-0000-2700-51970-900 Manager Waiver	13,678.67	14,007.52	328.85	2.40%
1000-0000-2700-51980-900 Support Waiver	2,730.00	2,730.00	0.00	0.00%
1000-0000-2700-52180-900 Support Health	82,404.48	70,234.65	(12,169.83)	(14.77)%
1000-0000-2700-52220-900 Bus Monitor F/M	69.00	0.00	(69.00)	(100.00)%
1000-0000-2700-52270-900 Manager F/M	5,729.82	6,220.22	490.40	8.56%
1000-0000-2700-52280-900 Support F/M	23,943.93	24,513.96	570.03	2.38%
1000-0000-2700-52620-900 Bus Monitor SUTA	19.00	0.00	(19.00)	(100.00)%
1000-0000-2700-52630-900 Sub Tutor SUTA	17.00	17.00	0.00	0.00%
1000-0000-2700-52670-900 Manager SUTA	123.00	123.00	0.00	0.00%
1000-0000-2700-52680-900 Support SUTA	813.15	795.15	(18.00)	(2.21)%
1000-0000-2700-52720-900 Bus Monitor WC	57.00	0.00	(57.00)	(100.00)%
1000-0000-2700-52770-900 Manager WC	211.93	245.47	33.54	15.83%
1000-0000-2700-52780-900 Support WC	15,806.91	15,495.18	(311.73)	(1.97)%
1000-0000-2700-53000-900 Physicals/Drug Testing	2,943.75	3,225.00	281.25	9.55%
1000-0000-2700-53300-900 Prof EE Development & Training	325.00	1,000.00	675.00	207.69%
1000-0000-2700-55200-900 Insurance	10,943.00	12,450.00	1,507.00	13.77%
1000-0000-2700-55320-900 Telephone	1,092.00	1,092.00	0.00	0.00%
1000-0000-2700-55800-900 Staff Travel	200.00	200.00	0.00	0.00%
1000-0000-2700-56000-900 Supplies	48,000.00	45,000.00	(3,000.00)	(6.25)%
1000-0000-2700-56260-900 Gas & Diesel	57,142.50	57,142.50	0.00	0.00%
1000-0000-2700-57300-900 Equipment	363.00	0.00	(363.00)	(100.00)%
1000-0000-2700-57360-900 Bus Purchase/Lease	87,965.13	41,563.00	(46,402.13)	(52.75)%
1000-0000-2700-58100-900 Dues & Fees	300.00	300.00	0.00	0.00%
1000-0000-2700-59000-300 Transportation Offset - Van	(16,027.00)	0.00	16,027.00	(100.00)%
1000-1200-2700-51181-300 Driver, 9-12 Trips	0.00	13,000.00	13,000.00	---
1000-1200-2700-52180-300 Support Health	0.00	700.00	700.00	---
1000-1200-2700-52280-300 Support F/M	0.00	1,000.00	1,000.00	---
1000-1200-2700-52600-300 Unemployment	0.00	800.00	800.00	---
1000-1200-2700-52680-300 Support SUTA	0.00	40.00	40.00	---
1000-1200-2700-52780-300 Support WC	0.00	650.00	650.00	---
1000-1200-2700-56260-300 Gas & Oil, 9-12 Trips	0.00	3,310.00	3,310.00	---

MSAD 28 2021-2022 Requested Budget

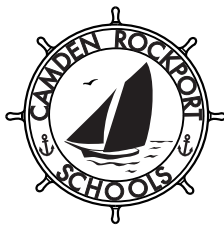
Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-1200-2700-59000-300 Trans. Expense Offset	0.00	(19,500.00)	(19,500.00)	---
1000-2300-2700-51181-300 HS 9-12 SpEd Trips	0.00	6,000.00	6,000.00	---
1000-2300-2700-52180-300 HS SpEd Trips Health	0.00	150.00	150.00	---
1000-2300-2700-52280-300 HS 9-12 SpE Trips F/M	0.00	470.00	470.00	---
1000-2300-2700-52680-300 HS 9-12 SpE Trips SUTA	0.00	30.00	30.00	---
1000-2300-2700-52780-300 HS 9-12 SpE Trips WC	0.00	350.00	350.00	---
1000-2300-2700-59000-300 Trans Expense Offset	0.00	(7,000.00)	(7,000.00)	---
1000-9200-2700-51181-300 Driver, 9-12 Trips Athletics	0.00	30,000.00	30,000.00	---
1000-9200-2700-52180-300 Support Health Athletics	0.00	1,000.00	1,000.00	---
1000-9200-2700-52280-300 Support F/M Athletics	0.00	2,400.00	2,400.00	---
1000-9200-2700-52680-300 Support SUTA Athletics	0.00	100.00	100.00	---
1000-9200-2700-52780-300 Support WC Athletics	0.00	1,500.00	1,500.00	---
1000-9200-2700-56260-300 9-12 Gas & Oil Athletics	0.00	12,000.00	12,000.00	---
1000-9200-2700-59000-300 Trans Exp Offset -Athletic 9-12	0.00	(47,000.00)	(47,000.00)	---
Total Regular Transportation	\$718,840.63	\$685,021.04	\$(33,819.59)	(4.70)%
Special Ed Transportation				
1000-0000-2750-55110-900 Contracted Transportation	8,000.00	8,000.00	0.00	0.00%
Total Sp Ed Transportation	\$8,000.00	\$8,000.00	\$0.00	0.00%
Total Transportation	\$726,840.63	\$693,021.04	\$(33,819.59)	(4.65)%
Facilities Management				
K-4 Operations/Maintenance				
1000-0000-2610-51181-080 Custodian	274,258.40	288,872.00	14,613.60	5.33%
1000-0000-2610-51183-080 Maintenance	34,382.40	34,985.60	603.20	1.75%
1000-0000-2610-52180-080 Support Health	68,507.04	58,746.24	(9,760.80)	(14.25)%
1000-0000-2610-52230-080 Sub Tutor F/M	887.34	0.00	(887.34)	(100.00)%
1000-0000-2610-52280-080 Support F/M	23,611.04	24,775.12	1,164.08	4.93%
1000-0000-2610-52630-080 Sub Tutor SUTA	54.63	0.00	(54.63)	(100.00)%
1000-0000-2610-52680-080 Support SUTA	420.00	425.00	5.00	1.19%
1000-0000-2610-52780-080 Support WC	9,870.95	9,768.06	(102.89)	(1.04)%
1000-0000-2610-53300-080 Prof EE Development & Training	650.00	700.00	50.00	7.69%
1000-0000-2610-54000-080 Field Maintenance	16,470.00	13,325.00	(3,145.00)	(19.10)%
1000-0000-2610-54100-080 Utilities	20,156.00	20,456.00	300.00	1.49%
1000-0000-2610-54200-080 Purchased Property Services	10,826.00	11,410.00	584.00	5.39%
1000-0000-2610-54300-080 Contracted Repairs	87,750.00	110,230.00	22,480.00	25.62%
1000-0000-2610-54301-080 Op Maint Admin Services	87,750.00	53,859.88	(33,890.12)	(38.62)%
1000-0000-2610-54310-080 Contracted Services	27,664.00	29,699.00	2,035.00	7.36%
1000-0000-2610-54340-080 Snowplowing	9,550.00	9,837.00	287.00	3.01%
1000-0000-2610-54390-080 Equipment Maint & Repair	6,050.00	7,050.00	1,000.00	16.53%
1000-0000-2610-54430-080 Rental/Leases	250.00	1,935.00	1,685.00	674.00%
1000-0000-2610-55200-080 Insurance	17,300.00	19,088.78	1,788.78	10.34%
1000-0000-2610-55320-080 Telephone	6,500.00	5,500.00	(1,000.00)	(15.38)%
1000-0000-2610-55800-080 Staff Travel	300.00	300.00	0.00	0.00%

MSAD 28 2021-2022 Requested Budget

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2610-56000-080 Supplies	34,201.00	40,735.00	6,534.00	19.10%
1000-0000-2610-56220-080 Electricity	76,980.00	76,980.00	0.00	0.00%
1000-0000-2610-56230-080 Gas	3,250.00	3,391.00	141.00	4.34%
1000-0000-2610-56240-080 Oil	7,873.00	8,225.00	352.00	4.47%
1000-0000-2610-57300-080 Equipment	6,300.00	8,907.00	2,607.00	41.38%
1000-0000-2610-58100-080 Dues & Fees	810.00	1,010.00	200.00	24.69%
Total K-4 Op/Maintenance	\$832,621.80	\$840,210.68	\$7,588.88	0.91%
5-8 Operations/Maintenance				
1000-0000-2610-51181-150 Custodian	255,226.40	266,988.80	11,762.40	4.61%
1000-0000-2610-51183-150 Maintenance	82,971.20	84,427.20	1,456.00	1.75%
1000-0000-2610-52180-150 Support Health	78,293.76	77,512.40	(781.36)	(1.00)%
1000-0000-2610-52280-150 Support F/M	25,872.13	26,883.34	1,011.21	3.91%
1000-0000-2610-52680-150 Support SUTA	480.00	960.00	480.00	100.00%
1000-0000-2610-52780-150 Support WC	10,720.48	10,632.09	(88.39)	(0.82)%
1000-0000-2610-53300-150 Prof EE Development & Training	635.00	875.00	240.00	37.80%
1000-0000-2610-54000-150 Field Maintenance	22,500.00	28,375.00	5,875.00	26.11%
1000-0000-2610-54100-150 Utilities	13,332.00	10,750.00	(2,582.00)	(19.37)%
1000-0000-2610-54200-150 Purchased Property Services	16,151.00	14,355.00	(1,796.00)	(11.12)%
1000-0000-2610-54300-150 Contracted Repairs	125,000.00	93,300.00	(31,700.00)	(25.36)%
1000-0000-2610-54301-150 Op Maint Admin Services	87,750.00	53,859.87	(33,890.13)	(38.62)%
1000-0000-2610-54310-150 Contracted Services	24,691.00	24,719.00	28.00	0.11%
1000-0000-2610-54340-150 Snowplowing	25,000.00	21,000.00	(4,000.00)	(16.00)%
1000-0000-2610-54390-150 Equipment Maint & Repair	3,000.00	3,900.00	900.00	30.00%
1000-0000-2610-54430-150 Rental/Leases	600.00	600.00	0.00	0.00%
1000-0000-2610-55200-150 Insurance	17,300.00	19,089.00	1,789.00	10.34%
1000-0000-2610-55320-150 Telephone	6,500.00	5,500.00	(1,000.00)	(15.38)%
1000-0000-2610-55800-150 Staff Travel	300.00	300.00	0.00	0.00%
1000-0000-2610-56000-150 Supplies	33,458.00	38,788.00	5,330.00	15.93%
1000-0000-2610-56220-150 Electricity	76,980.00	70,715.00	(6,265.00)	(8.14)%
1000-0000-2610-56230-150 Gas	200.00	260.00	60.00	30.00%
1000-0000-2610-56240-150 Oil	44,208.00	30,996.00	(13,212.00)	(29.89)%
1000-0000-2610-57300-150 Equipment	53,000.00	20,504.00	(32,496.00)	(61.31)%
1000-0000-2610-58100-150 Due & Fees	520.00	970.00	450.00	86.54%
Total 5-8 Op/Maintenance	\$1,004,688.97	\$906,259.70	\$(98,429.27)	(9.80)%
O&M Admin				
1000-0000-2610-51181-900 Custodian	0.00	40,892.80	40,892.80	---
1000-0000-2610-52180-900 Health Ins Support	0.00	9,791.04	9,791.04	---
1000-0000-2610-52280-900 Fica/Med Support	0.00	3,128.30	3,128.30	---
1000-0000-2610-52680-900 Support SUTA	0.00	60.00	60.00	---
1000-0000-2610-52780-900 W Comp Support	0.00	1,237.21	1,237.21	---
1000-0000-2610-54100-900 Utilities	0.00	5,939.00	5,939.00	---
1000-0000-2610-54300-900 Contracted Repairs	0.00	10,200.00	10,200.00	---

MSAD 28 2021-2022 Requested Budget

Account Number / Description	1 Year Prior Revised 7/1/2020 - 6/30/2021	Budget Total 7/1/2021 - 6/30/2022	+/- \$	+/- %
1000-0000-2610-54310-900 Contracted Services	0.00	7,072.00	7,072.00	---
1000-0000-2610-54340-900 Snowplowing	0.00	3,500.00	3,500.00	---
1000-0000-2610-54390-900 Equipment Maintenance & Repair	0.00	5,760.00	5,760.00	---
1000-0000-2610-55320-900 Telephone	0.00	2,000.00	2,000.00	---
1000-0000-2610-56000-900 Supplies	0.00	6,775.00	6,775.00	---
1000-0000-2610-56220-900 Electricity	0.00	19,011.00	19,011.00	---
1000-0000-2610-56240-900 Heating Fuel	0.00	16,250.00	16,250.00	---
1000-0000-2610-57300-900 Equipment	0.00	50,000.00	50,000.00	---
O&M Administrative Buildings	\$0.00	\$181,616.35	\$181,616.35	---
Total Facilities	\$1,837,310.77	\$1,928,086.73	\$90,775.96	4.94%
Debt Service/Other Commitments				
Debt Service				
1000-0000-5100-58315-900 Principal CRES Project	643,122.00	643,122.00	0.00	0.00%
1000-0000-5100-58317-900 Principal CRMS	1,260,000.00	1,260,000.00	0.00	0.00%
1000-0000-5100-58318-900 Principal - MET Repurpose	242,000.00	242,000.00	0.00	0.00%
1000-0000-5100-58319-900 Principal - CRMS Kitchen Equipment	15,761.03	16,482.37	721.34	4.58%
1000-0000-5100-58326-900 Interest - CRES Project	346,642.76	311,271.05	(35,371.71)	(10.20)%
1000-0000-5100-58327-900 Interest - CRMS	1,121,400.00	1,058,400.00	(63,000.00)	(5.62)%
1000-0000-5100-58328-900 Interest - MET Repurpose	189,369.00	178,316.76	(11,052.24)	(5.84)%
1000-0000-5100-58329-900 Interest - CRMS Kitchen Equipment	9,614.53	8,893.19	(721.34)	(7.50)%
Total Debt Service	\$3,827,909.32	\$3,718,485.37	\$(109,423.95)	(2.86)%
Other Expenditures				
1000-0000-0000-59000-900 Board Contingency	65,000.00	50,000.00	(15,000.00)	(23.08)%
1000-0000-3100-59100-080 Food Service Subsidy	64,000.00	64,000.00	0.00	0.00%
Total Other	\$129,000.00	\$114,000.00	\$(15,000.00)	(11.63)%
Total Expenditures	\$16,827,419.42	\$17,269,139.02	\$441,719.60	2.62%



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Camden Rockport Schools
Assistant Superintendent Board Report
April 14, 2021

Goal #2 Teaching and Learning

- Continued with the UMO “The Innovation Mindset and Pilot Development” coursework. Finished! Will submit grant request in May – awards announced in June.
- Assessment planning – the MDOE has revised the state assessment and no longer is using the MEA/Empower as their assessment tool. NWEA is the new assessment being required by the state with all students in grades 3-8 taking the test this spring, assessing Mathematics and Reading. Our students are familiar with this testing platform as we have used it as a benchmarking tool for a number of years. The NWEA test can be administered remotely if needed. Next year the requirement will be to deliver this assessment during the fall and spring. In addition, the state has adopted a new Science assessment tool (New Meridian) – this assessment must be done in person with no remote option and is required for students in grades 5 and 8.
- Outdoor Learning – continuing to investigate physical spaces and places for expanding outdoor learning opportunities. Consulting with a variety of experts in the field and participating in a Mid-Coast PLC committee to share and get ideas. Meeting with landscape architect to discuss plans for the CRES site. Meeting with trail developer to review the CRMS site and discuss possibilities. Collaborating with HIOB to provide professional development this summer to CRES staff focusing on how to incorporate the outdoor environment with specific content standards.
- Summer planning – summer will be here soon! Collaborating with building administrators to develop learning opportunities for small groups of students. Still in the works!
- Ongoing work in developing Pre-K program – monthly meetings with advisory committee, clarifying for CRES staff what the Pre-K program will look like and implications at the building level. Planning for parent informational blitz and hosting a Q & A.

Other

- Participating in the Anti-Racism Study Group.
- Ongoing committee work – recertification (district and Mid-Coast Admin)
- Serving on interviewing committees and screening/selection committees.
- Participating as a guest reader for remote first and second graders - loved this opportunity!
- Adding a few more substitutes to the roster!

Respectfully,
Debra McIntyre

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Jaime Stone

Principal

Matt Smith

Assistant Principal

Camden Rockport Middle School
CRMS Principal Report
April 8, 2021

Goal #1: We will meet the social, emotional, and cognitive needs of students and support staff wellness to improve student achievement and build strong character.

We held a **Parent Technology Night** on April 7th, that was very well attended by 45 families! Principal Jaime Stone, Asst. Principal Matthew Smith, Social Worker Amy Libby, and School counselor Tanya Young planned and hosted the event. Together we explored the question.... **How to support your children in developing safe and healthy online behaviors? The goals of the event are outlined below.**

- Begin the discussion; Tweens/teens & their technology use and misuse
- Begin building a common language and understanding about the student technology misuse that we're seeing inside and outside of school
- Discuss strategies for parent monitoring and support
- Strengthen the school and parent partnerships around supporting students with their technology use

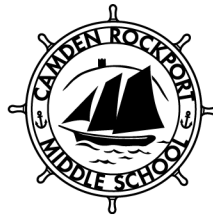
The slide deck from the event was emailed to all families. Camden House of Pizza provided a 20% off coupon to all interested families to support making attendance at a dinner time meeting a little easier. This workshop was the number one requested workshop by our families. We had strong feedback about continued workshops and book reads, or article reads. We hope to share resources and encourage engagement of this topic with CRES targeting grades 3 and 4.

Spirit Week is running the week of April 12th! Mr. Smith, the Wellness Team and Student Council have given a great deal of leadership to add energy, fun and acts of service to this week's events!

Jaime Stone, Principal and Amy Libby, Social Worker, as well as members of the high school, helped plan and attend a workshop with the region around **Parenting During the Pandemic, Instilling Hope**. The workshop was hosted by NAMI, National Alliance of Mental Illness. The resources shared during this workshop for our student services team members as well as our parents were excellent.

GOAL #2: Curriculum, instruction, and assessment will provide a continuum of learning opportunities that are engaging and meaningful to students and allow them to thrive.

We continue to engage in project-based learning experiences around the school. A recent adventure in Chemistry and Cooking has been a big hit in grade 8. Susan Burwell (Family Consumer Science) and Leah Percy (8th grade Science Teacher) are collaborating to integrate their content. Students'



end product is a cooking show, featuring a recipe of their choice that highlights chemical interactions in the baking/cooking process!

GOAL #4 (New Goal): Effectively implement the district reopening plan.

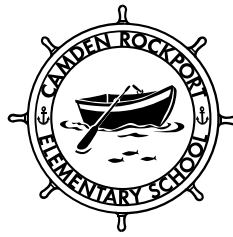
We have had several Remote students return to In-Person school in the past few weeks. Our largest number of remote students was around 60 mid-winter. We estimate that in early May, we will have around 25 students on remote learning with an additional 8-10 students who are remote short term for travel quarantine, COVID exposure or failed health screenings. We may have to be creative in our planning for growing POD numbers in grades 5 and 7, in order to uphold 3' spacing.

General Updates

We have had 62 new students so far this year. Most came over the summer and early fall but we have enrolled 5 new students in just the past month.

Student Enrollment Table

	October	April
Grade 5	101	101
Grade 6	74	74
Grade 7	108	109
Grade 8	103	105
Total	386	389



Camden Rockport Schools
CRES Principal Board Report
April 14, 2021

Goal #1: Healthy Learning Environment / Positive School Climate

We started developing next steps to clarify the expectations and process for accessing the Pause Place based on the feedback from staff. For example, we now offer 'open house' opportunities for staff on Wednesday afternoons so they can walk through the student experience in the room and better understand the flow. We will make further revisions as we round out this year and prepare for the 21-22 school year.

Goal #2: Curriculum, instruction and assessment

Teams in 2nd-4th Grades met in March to review, analyze and plan around student NWEA data. Despite all of the challenges this year presented, many students showed strong growth, many demonstrated strong achievement and a number of students exhibited both. Teams focused on grade level growth and achievement and shared strategies with each other that helped students succeed.

Kindergarten and 1st Grade teams also met to review student data. They focused on student math and literacy skills through the apps Symphony math and Lexia Core5 respectively. These adaptive apps target individual student needs and provide reports for next steps in student learning.

In April, individuals and teams conducted an initial review of classroom texts using a DEI oriented checklist from the Learning for Justice website. The review initiated a reflection process and teams developed next steps to move toward more diverse and inclusive books in our classrooms.

Goal #4: Effectively Implement District Reopening Plan

While we have had a few positive COVID cases, we have responded promptly, followed our protocols, and communicated with stakeholders clearly. Our staff and students have been able to shift to remote learning quickly, as needed. All of the hard work around implementing our technology plan pays off in these instances. This is a testament to the adaptability and resilience of our staff, students and families.

Enrollment Overview:

10/1/20	Total: 334
2/11/21	Total: 348
	Kdg: 61
	Gr 1: 61
	Gr 2: 81
	Gr 3: 69
	Gr 4: 76

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Valerie Mattes
Director of Special Services
Carla Fancy
Assistant Director of Special Services

Camden Rockport Schools
Special Services Board Report
April 14, 2021

Goal – Teaching and Learning:

Professional development this year has been a wonderful partnership with special education and general education teachers, along with collaboration between both SAD and CSD.

At CRES, Christina Gaulin, Monique Kady and Tara Miller are attending an online multi-series of Lindamood Bell training. This will provide our reading instructors another approach for teaching students who are struggling to unlock the code with reading. It combines an integrated approach that supports visualizing and creating mental images to support the process of reading. Our teachers are trained in the Orton-Gillingham approach and now with Lindamood Bell have comprehensive tools to use to support our students with reading disabilities.

At CRMS, Vicki Hamlin and Molly Macintosh attended an online two-day conference on Co-Teaching Strategies to Increase All Students' Achievement. We are excited for this co-teaching team to utilize the approaches they learned in this workshop in their classroom and to share ideas with their colleagues.

The two districts, Camden-Rockport and Five Towns, collaborate to provide in-house training to 26 staff members who require Safety-Care re-certification on a yearly basis. Safety-Care is specific training that supports management and prevention of challenging behavior with students. Our district Safety-Care trainers, Jeni Mason and Nikole Seeger, join Ana Alley from CHRHS, in attending the annual "train the trainer" workshop presented by Safety-Care. In turn, these three trainers then provide re-certification training for our district staff in the fall.

Other:

Transition meetings are on the calendar for the 2021-22 school year:

- CDS to Kindergarten –May
- Grade 4 to grade 5 – May
- Grade 8 to grade 9 – March

April is Autism **Acceptance** Month! April has widely been known as "Autism Awareness Month" as a way to empower autistic individuals and their families. The autism community is calling on all to shift their language to match the growing need for acceptance within the community.

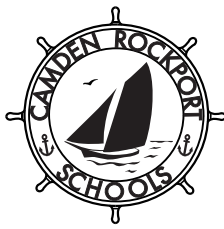


*In Memoriam
Lila Jackson*

STUDENT COUNTS: Special Education: 141; PERCENTAGE – 19%

Respectfully submitted,
Valerie Mattes

APPLETON • CAMDEN • HOPE • LINCOLNVILLE • ROCKPORT



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



MSAD #28
Finance Committee Meeting
Zoom
Wednesday, March 17, 2021
5:30 P.M.

MINUTES

Board Present

Patrick McCafferty, Chair
Peter Orne
Brianna Gutierrez
Rebecca Flanagan

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Peter Nielsen, Business Manager

1. Call to Order

The meeting was called to order at 5:30 p.m.

2. Presentation of the 2020 Audited Financial Statements – Tim Gill, RKO

Tim Gill presented the results of the FY20 MSAD #28 audit. He found no material weaknesses, no significant deficiencies, and his only comment regarded the lack of board approval of warrants due to the pandemic. The committee asked some clarifying questions and Tim provided answers.

3. January 2021 Budget to Actual Summary

The Business Manager presented the January end-of-month financials and offered that all cost centers are on target without problem. He further offered that due diligence had been applied to reviewing all cost centers and account lines and that everything was running reasonably on target. The payroll target of EOM January was 38.46% of funds remaining, the FY19 remaining balance at the same point had 46.58% remaining, and the SAD had 46.69% funds remaining at FY21 January's close. The Business Manager noted that the difference between the funds remaining percentage and the payroll target percentage was due to large debt payments that were not due until later in the spring and that given these obligations the budget was on target.

4. FY22 Budget Update

The version of the FY22 budget presented at the February meeting totaled \$17,428,699—a 3.57% increase over the prior year. The Business Manager presented a new version totaling \$17,383,652 which included a 3.31% increase over FY20. Details of the final adjustments were shared with the Committee.

5. Adjourn

The meeting adjourned at 6:41 p.m.

**MSAD #28
JOB DESCRIPTION**

BEHAVIOR SPECIALIST

QUALIFICATIONS:

1. Bachelor's Degree (Master's Degree preferred)
2. Experience working with elementary children, in which working with "at risk" and/or "behaviorally challenged" students was a key responsibility.

DESIRED QUALIFICATIONS:

1. Valid Maine teaching certificate
2. The knowledge and skills necessary to assist individuals, groups, and systems through the application of positive behavior supports.
3. Demonstrated understanding of behavior management techniques and methods.
4. Expert knowledge of function-based intervention planning for developing behavior change strategies that focus on reducing problem behavior and increasing more appropriate behavior.
5. Expert knowledge of techniques needed to successfully complete effective Functional Behavior Assessments (FBA), function –based interventions, and Positive Behavior Intervention Plans (PBIP). Board Certified Behavioral Analyst (BCBA), and/or applied behavior analysis certificate preferred.
6. Exceptional knowledge in the use of assessment and assessment data to inform instruction and prescribe work plans for individual students.
7. Ability to effectively communicate and collaborate with others.

REPORTS TO: Building Principal or Designee

JOB GOAL: To work as an integral part of a school-based team as the primary support person in addressing challenging student behaviors.

PERFORMANCE RESPONSIBILITIES:

1. Assist staff in defining and measuring behavior; understanding positive behavioral supports; identifying antecedents and implementing strategies for teaching new behaviors.
2. Complete classroom observations, collect data and make recommendations to individual teachers and team members.
3. Design, coordinate and support the implementation of and evaluate behavioral support plans, as needed.
4. Be a contributing member of the Behavioral MTSS committee developing and coordinating multi-tiered level of behavioral interventions.
5. Develop data collection tools to assess and monitor the effectiveness of behavioral interventions.

6. Employ a variety of behavior intervention strategies to facilitate positive behavior change in identified students.
7. Provide professional development to staff on the delivery of positive behavioral supports and effective classroom management strategies.
8. Work with individual teachers, groups of teachers, and/or the entire staff and administration on issues such as crisis intervention, learning and collaboration issues, and factors that can affect the development and implementation of interventions.
9. Consult and collaborate with the school social worker, school counselor, and school psychologist.
10. Review behavioral referrals and SWIS data report.
11. Stay updated on certification for district behavioral safety training program, i.e. Safety Care
12. Perform other duties as assigned by the principal.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates respect for the legal and human rights of all students.
3. Follows health and safety procedures established by the District.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.
2. Physical ability to perform all necessary upper and lower body movements.
3. Ability to hear, see and speak.
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping.
5. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: Salary and work year as determined by contract.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of professional personnel.

History:

Adopted:

FIVE TOWN CSD/MSAD #28 JOB DESCRIPTION

ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT AND SCHOOL BOARDS

QUALIFICATIONS:

1. ~~High School Diploma or equivalent~~ Bachelor's Degree
2. ~~Strong~~ Advanced computer skills (graphic design a plus)
3. ~~Strong~~ Excellent written and verbal communication skills
4. Strong organizational skills

~~DESIRED QUALIFICATIONS:~~

1. ~~Post-secondary education in related field~~

REPORTS TO: Superintendent of Schools

JOB GOAL: To ~~assist~~ support the Superintendent in carrying out their role in leading the district. Assists the Boards and Five Town CSD/MSAD #28 School Boards in achieving their stated goals, carrying out their duties, and to serve as a primary point of contact for internal and external constituencies on all matters pertaining to the Superintendent's office. ~~and to enhance positive communications with the public.~~

PERFORMANCE RESPONSIBILITIES:

1. Completes a broad variety of administrative tasks for the Superintendent (and Assistant Superintendent as time allows) including: managing an extremely active calendar of appointments, composing and preparing correspondence that is sometimes confidential, preparing meeting agendas and minutes, organizing and maintaining files, and coordinating arrangements for meetings/conferences/workshops, including coordinating meeting space, audiovisual, travel arrangements and catering when necessary.
2. Works closely and effectively with the Superintendent to keep her/him informed of upcoming commitments and responsibilities, following up appropriately, and preparing materials as needed.
3. Maintains and tracks current policies, stipends and job descriptions, on the web, binders, and electronic files.
4. Produces various communications for the Superintendent's Office and School Boards including, but not limited to, brochures, visual presentations, graphs/charts and letters/memos.
5. Attends School Board meetings, as needed, takes minutes, assists the Superintendent in her/his role as Secretary Ex-Officio.
6. Distributes agendas and minutes of the Boards and standing committees on a timely basis
7. Creates and distributes electronic version of Board materials for Board meetings and committee meetings.

8. ~~Manages communication for the Boards and office including scheduling meetings and building project related communications~~
9. Updates District web site with agendas and minutes of Board and committee meetings.
10. **Works with the Superintendent to manage the policy revision cycle.**
11. ~~Attends all Policy Committee meetings, records and distributes minutes, keeps committee up to date on any policy changes necessary, and updates policies when necessary~~
12. ~~Researches policy issues and drafts policy documents as directed by the Policy Committee and Superintendent~~
13. ~~Disseminates policy changes to website, updates District policy manuals~~
14. Processes, tracks and handles correspondence related to Superintendent Agreements, Homeschoolers, Tuition and Private School students.
15. Works with Superintendent and School Boards to produce Annual Reports.
16. Receives, directs, and handles **general** telephone calls when **needed**. ~~receptionist needs assistance~~
17. ~~Responsibilities may be adjusted within the Central Office team.~~
18. Performs other duties and responsibilities as may be assigned by the Superintendent.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff.
3. Follows health and safety procedures established by the District.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates loyalty, dependability, integrity, and other ethical standards.

~~To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.~~

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.
2. Physical ability to perform all necessary upper and lower body movements.
3. Ability to hear, see, and speak.
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping.

TERMS OF EMPLOYMENT: As specified by contract

EVALUATION: Performance of this job will be evaluated in accordance with this document **and the District's Evaluation System.**

History: Approved: 10/06/04, 11/07/12, 11/28/17, 06/06/18, 06/05/19

Approved:

**MSAD #28
JOB DESCRIPTION**

**CAMDEN-ROCKPORT ELEMENTARY SCHOOL (CRES)
HORIZONS GIFTED AND TALENTED (G/T) ~~COORDINATING~~ TEACHER
(~~currently a non-Stipend Position~~)**

QUALIFICATIONS:

1. Bachelor's Degree or above
2. **Valid Maine** Department of Education **K-8** certification and endorsement in G/T
3. Knowledge and experience of issues and goals of G/T education
4. Experience working on ~~K-8~~ **elementary** teams and across areas of study

REPORTS TO: ~~Director of Horizons Gifted and Talented Program.~~ **Assistant Superintendent** and Building Administrator for K-4 building-level concerns.

JOB GOAL: To provide specialized curricula, for identified students, that are advanced, conceptually complex and ~~carefully~~ differentiated from the regular classroom curricula.

PERFORMANCE RESPONSIBILITIES:

1. Demonstrates good communication skills, sound organizational skills and clear and concise writing skills.
2. Provides appropriate notification of all CRES K-4 Horizons Program decisions to ~~all~~ parents of students admitted to Horizons G/T programming.
3. Coordinates and collaborates between all Horizons Programming courses and all teachers.
4. Provides the initial point of contact for trouble-shooting program issues and planning for identified CRES G/T Horizons students.
5. To offer differentiation support and resources, with the support of the ~~Horizons Director~~ **Assistant Superintendent** & building administrator, to all **K-4** general education classroom teachers, for highly-capable and highly gifted students.
6. To direct and coordinate, with support from the ~~Horizons Director~~ **Assistant Superintendent** & building administrator, all screening and identification processes linked to Horizons G/T courses in Grades 3 and 4 at CRES, including communications with teacher and parents.
7. Communicates as needed with Building Administrator and grade-level team leaders.
8. Performs such other duties and assumes such other responsibilities as the Building Administrator or ~~Director of Gifted and Talented~~ **Assistant Superintendent** may assign.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records

2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff
3. Follows health and safety procedures established by the District
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage
5. Demonstrates dependability, integrity, and other ethical standards

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.
2. Physical ability to perform all necessary upper and lower body movements.
3. Ability to hear, see, and speak.
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping.
5. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: Salary and work year as determined by ~~current~~ teacher contract.

EVALUATION: Performance of this job will be evaluated in accordance with this document, and the ~~current~~ District's Teacher Evaluation Process, System. ~~by the Horizons Director and/or the Building Administrator.~~

History: Approved: 04/10/02, 10/11/12, 12/12/12

Approved:

**FIVE TOWN CSD/MSAD #28
JOB DESCRIPTION**

GROUNDSKEEPER

QUALIFICATIONS:

1. High School Diploma or Equivalent.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Knowledge of OSHA safety requirements.
4. Sound experience with basic maintenance tools, including lawn mowers and tractors.
5. Knowledge of maintenance of sports fields, including line maintenance.
6. Such alternative to the above qualifications as the Board may find appropriate and acceptable.
7. Hold a valid Maine driver's license.
8. Possesses physical and cognitive abilities necessary to carry out Performance Responsibilities.

DESIRED QUALIFICATIONS:

1. Experience with organic turf and landscape management.
2. Maine Pesticide Applicator License

REPORTS TO: Director of ~~Operations and Maintenance~~ **Facilities and Transportation**

JOB GOAL: To provide students with an attractive and safe, natural environment in which to learn.

PERFORMANCE RESPONSIBILITIES:

1. Maintains and cares for school's grounds.
2. Plants seeds, bulbs, tree seedlings, and shrubbery so that resulting growth will produce an attractive appearance.
3. Prunes trees and trims hedges to promote growth and improve appearance.
4. Mows lawn with hand or power mower.
5. Connects sprinkling equipment and waters lawn and flowerbeds.
6. Inspects flowers, shrubs, and trees for evidence of insects, fungi, and notifies the Director of Operations and Maintenance of findings.
7. Adjusts and repairs such equipment as lawnmowers, sprinklers, and hedge shears.
8. Shovels snow from sidewalks and driveways and spreads sand, salt, or ashes to prevent slipping.
9. Collects and disposes of leaves and refuse.
10. Repairs outdoor chairs and benches.
11. Works inside on assigned custodial jobs.
12. Works cooperatively, respectfully, and in a supportive manner with all co-workers and other staff.
13. Works cooperatively and demonstrates good communication skills with administrative and supervisory personnel and responds appropriately to directions and requests.

14. Performs such other duties and responsibilities as may be assigned by the supervisor and/or the Superintendent.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff.
3. Follows health and safety procedures established by the district.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates loyalty, dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information, and to follow verbal or demonstrated instruction.
2. Physical ability to perform all necessary upper and lower body movement.
3. Ability to talk, hear, see, and speak.
4. Ability to do reaching, eye-hand coordination, stooping, repetitive motion, climbing and lifting of 50 pounds on a regular basis, occasionally more.
5. Ability to do basic math and writing.
6. Ability to communicate using school provided computer and email account.
7. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: As specified in contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and the Director of ~~Operations and Maintenance~~ **Facilities and Transportation**

History: Approved: 03/06/13

Approved:

**MSAD #28
JOB DESCRIPTION**

LIBRARY MEDIA SPECIALISTS PK-8

QUALIFICATIONS:

- ~~1. Master's Degree, MLS, MSLS~~
1. Library/Media Specialist certification as required by the State Department of Education

DESIRED QUALIFICATIONS:

1. Master's Degree in Education and/or Library Science
2. Experience developing a modern, relevant collection of library resources and promoting and organizing it to maximize its use.
3. Experience working with technology in an educational setting.
4. Desire to work in a team environment, including excellent skills in communication and collaboration, with all members of the learning community.

REPORTS TO: Building Administrators

JOB GOAL: To maintain a ~~pleasant,~~ **welcoming,** efficient library/media center that is readily accessible to the students and staff of the school and ~~assumes collection development-the collection in relation to~~ **accordance with the needs of students, the school curriculum and** District policy. ~~with teachers and administrators~~

PERFORMANCE RESPONSIBILITIES:

- ~~1. Develops and maintains a centralized library collection centered on students' needs and the instructional goals of the school.~~
- ~~2. Develops and maintains a written long range plan for library media services, and integrates the activities designated in the plan into the total school curriculum.~~
1. **Ensures library media services support goals of district strategic plan.**
2. Initiates and maintains formal and informal contacts with building administrators to develop and evaluate library media programs, facilities and materials.
3. Promotes library resources and services to staff and students.
4. Establishes and maintains procedures, policies and systems for efficient library operation.
5. Trains and supervises the work done by any library personnel: staff, student helper or volunteer.
6. Develops a program for teaching ~~library~~ **information** skills to all students, starting with lessons in library orientation. Instructs students on a formal and informal basis in skills related to the effective use of information, promoting life-long learning. ~~Works to ensure the integration of information skills throughout the school's instructional program.~~

7. Collaborates with classroom educators to support learning objectives and to develop learning experiences.
8. Empowers learner success by guiding them to read for understanding, breadth, and pleasure.
9. Models and develops a commitment to respect equity, diversity and inclusion in collection development and within the learning community.
10. Keeps abreast of current literature and instructional strategies by reading journals, attending conferences and networking with other professionals.
11. Prepares financial plans for the Library Media Center, including an annual budget, wisely using allocated monies for resources and supplies deemed necessary for a successful program.
12. Develops and maintains flexible circulation, loan and use policies that ensure equity of access to users.
13. Arranges for flexible scheduling of facilities and collections to meet the needs of individuals, small groups and large groups for instruction, research, browsing, viewing, and recreational reading at the point of need.
14. Cooperates as a team member with the school staff in performing duties essential to efficient school operations.
15. Develops and maintains a teaching and learning environment that is inviting, safe, flexible, collaborative, inclusive, fun, and conducive to learning.
- ~~3. Assists in keeping the library clean and attractive, including preparation of books and bulletin board displays~~

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff.
3. Follows health and safety procedures establishes by the District.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.
2. Physical ability to perform all necessary upper and lower body movements.
3. Ability to hear, see, and speak.
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping.

TERMS OF EMPLOYMENT: Salary and work year determined by Teachers' Contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and ~~assessment of goals~~ and the **District's Evaluation System.**

History: Approved: 01/18/06

Approved:

**MSAD #28
JOB DESCRIPTION**

LUNCH MONITOR

QUALIFICATIONS:

1. High School diploma or equivalent.
2. State of Maine fingerprinting and background check required.

REPORTS TO: ~~Principal and Assistant Principal~~ **Building Administrator**

JOB GOAL: To supervise and assist students during lunch period in an atmosphere of safety, efficiency, cleanliness, and friendliness.

PERFORMANCE RESPONSIBILITIES:

1. Supervise students in the cafeteria during lunch periods in serving lines, while eating, and during dismissal.
2. Supervise students outside the building on school grounds, including on playground equipment, ensuring the safety of all students.
3. Maintain good order in the cafeteria according to district policies and school procedures.
4. Assist students and staff as needed.
5. Maintain positive and professional communication with students, staff, parents and other community members.
6. Perform other duties as assigned.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff.
3. Follows health and safety procedures established by the District.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.

2. Physical ability to perform all necessary upper and lower body movements
3. Ability to hear, see, and speak.
4. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: School year. This position will be filled only when there is a specific need identified by the administration and reviewed by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with the job description.

History: 10/16/13

Approved:

**FIVE TOWN CSD/MSAD #28
JOB DESCRIPTION**

MAINTENANCE I

QUALIFICATIONS:

1. High School Diploma or equivalent.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Knowledge of OSHA safety requirements.
4. Sound experience with basic hand tools and power tools.
5. Experience with operating and maintaining equipment including outdoor power equipment, plumbing, electrical and HVAC.

REPORTS TO: ~~Operations and Maintenance~~ Director **of Facilities and Transportation** and/or Building Administrator

JOB GOAL: To help maintain the physical school plant in condition of operating excellence so that full educational use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Maintains safe condition of district facilities as directed by ~~Operations and Maintenance~~ the Director **of Facilities and Transportation**
2. Performs regular preventative maintenance on equipment including, but not limited to, lawn and field maintenance equipment, generator, HVAC equipment and boilers as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
3. Supervises repair work performed by outside subcontractors as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
4. Recommends supplies and equipment for purchase and maintains the inventory of district-owned hand tools, equipment, hardware, materials and supplies
5. Estimates costs of repair as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
6. Performs such other duties and responsibilities as may be assigned by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation** and/or the Building Administrator

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of employees, students and personnel written and oral records
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff
3. Follows health and safety procedures established by the District
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage

5. Demonstrates dependability, integrity, and other ethical standards

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information, and to follow verbal or demonstrated instruction.
2. Physical ability to perform all necessary upper and lower body movement. Employment physical and back screening required at time of hire and at other times per the discretion of the Director or Superintendent.
3. Ability to talk, hear, see and speak.
4. Ability to do reaching, eye-hand coordination, stooping, climbing ladders and lifting of 50 pounds on a regular basis, occasionally more.
5. Ability to use different chemicals.
6. Ability to read and understand blueprints and specifications.
7. Ability to write messages and to perform basic mathematics.
8. Ability to communicate using school provided computer and email account.
9. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: As specified by contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and the ~~Operations and Maintenance~~ Director of **Facilities and Transportation**

History: Approved: March 6, 2013

Approved:

**FIVE TOWN CSD/MSAD #28
JOB DESCRIPTION**

MAINTENANCE II – Intermediate Level

QUALIFICATIONS:

1. High School Diploma or Equivalent.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Knowledge of OSHA safety requirements.
4. Sound experience with basic hand tools and power tools.
5. Hold a valid Maine driver's license.
6. Experience with operating and maintaining equipment including outdoor power equipment, plumbing, electrical and HVAC.

DESIRED QUALIFICATIONS:

1. Graduation from a 2-year vocational training school with coursework in plumbing, electrical or HVAC.
2. Two years continued employment as an apprentice in one of the above-mentioned trades.
3. Building Operator I certification.

REPORTS TO: ~~Operations and Maintenance Director~~ of **Facilities and Transportation** and/or Building Administrator

JOB GOAL: To help maintain the physical school plant in condition of operating excellence so that full educational use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Maintains safe condition of district facilities as directed by ~~Operations and Maintenance Director~~ of **Facilities and Transportation**
2. Performs regular preventative maintenance on equipment including, but not limited to, lawn and field maintenance equipment, generator, HVAC equipment and boilers as directed by the ~~Operations and Maintenance Director~~ of **Facilities and Transportation**.
3. Supervises repair work performed by outside subcontractors as directed by ~~Operations and Maintenance Director~~ of **Facilities and Transportation**
4. Recommends supplies and equipment for purchase and maintains the inventory of district-owned hand tools, equipment, hardware, materials and supplies.
5. Estimates costs of repair projects as directed by the ~~Operations and Maintenance Director~~ of **Facilities and Transportation**
6. Performs such other duties and responsibilities as may be assigned by the ~~Operations and Maintenance Director~~ of **Facilities and Transportation** and/or the Building Administrator.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of employees, students, and personnel written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff
3. Follows health and safety procedures established by the district.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information, and to follow verbal or demonstrated instruction.
2. Physical ability to perform all necessary upper and lower body movement.
3. Ability to talk, hear, see and speak.
4. Ability to do reaching, eye-hand coordination, stooping, climbing ladders and lifting of 50 pounds on a regular basis, occasionally more.
5. Ability to use different chemicals.
6. Ability to read and understand blueprints and specifications.
7. Ability to write messages and to perform basic mathematics.
8. Ability to communicate using school provided computer and email account.
9. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: As specified by contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and the ~~Operations and Maintenance Director~~ of **Facilities and Transportation**

History: 03/06/13

Approved:

**FIVE TOWN CSD/MSAD #28
JOB DESCRIPTION**

MAINTENANCE III – Advanced level

QUALIFICATIONS:

1. High School Diploma or Equivalent.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Knowledge of OSHA safety requirements.
4. Sound experience with basic hand tools and power tools.
5. Hold a valid Maine driver's license.
6. Current professional license in one or more of the following trades: plumbing, electrical, oil, gas, AC/refrigeration.

DESIRED QUALIFICATIONS:

1. Building Operator II certification (BOC).
2. Five or more years experience in commercial building maintenance.

REPORTS TO: ~~Operations and Maintenance~~ Director **of Facilities and Transportation** and/or Building Administrator.

JOB GOAL: To help maintain the physical school plant in condition of operating excellence so that full educational use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Maintains safe condition of district facilities as directed by ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
2. Performs regular preventative maintenance on equipment including, but not limited to, lawn and field maintenance equipment, generator, HVAC equipment and boilers as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
3. Makes repairs to equipment and fixtures in line with training, experience and licenses.
4. Supervises repair work performed by outside subcontractors as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
5. Recommends supplies and equipment for purchase and maintains the inventory of district-owned hand tools, equipment, hardware, materials and supplies.
6. Estimates costs of repair projects as directed by the ~~Operations and Maintenance~~ Director **of Facilities and Transportation**
7. Performs such other duties and responsibilities as may be assigned by ~~Operations and Maintenance~~ Director **of Facilities and Transportation** and/or the Building Administrator.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of employees, students, and personnel written and oral records.
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff.

3. Follows health and safety procedures established by the district.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information, and to follow verbal or demonstrated instruction.
2. Physical ability to perform all necessary upper and lower body movement.
3. Ability to talk, hear, see and speak.
4. Ability to do reaching, eye-hand coordination, stooping, climbing ladders and lifting of 50 pounds on a regular basis, occasionally more.
5. Ability to use different chemicals.
6. Ability to read and understand blueprints and specifications.
7. Ability to write messages and to perform basic mathematics.
8. Ability to communicate using school provided computer and email account.
9. Demonstrate the ability to communicate effectively.

TERMS OF EMPLOYMENT: As specified by contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and the ~~Operations and Maintenance~~ Director of **Facilities and Transportation**

History: Approved 03/06/13, 04/01/20

Approved:

**MSAD #28
JOB DESCRIPTION**

ELEMENTARY SCHOOL PRINCIPAL

QUALIFICATIONS:

1. Master's Degree with course work in Educational Administration (Elementary)
2. Valid Maine certificate as Elementary School Principal
3. Evidence of Successful elementary, middle or secondary level experience

REPORTS TO: Superintendent of Schools

SUPERVISES: All professional and support personnel who are assigned to the school

JOB GOAL: To use leadership, supervisory and administrative skills so as to promote the educational development of each student and the effective performance of school personnel

PERFORMANCE RESPONSIBILITIES:

- ~~1. Demonstrates good communication skills, sound organizational skills and clear and concise writing skills~~
- ~~2. Establishes and maintains an effective, challenging and supportive learning climate in the school~~
- ~~3. Initiates, designs, and implements programs to meet specific needs of the school~~
- ~~4. Keeps the Superintendent informed of school events and challenges~~
- ~~5. Assists in the preparation of the school budget. Submits, monitors and manages the expenditure of the school budget~~
- ~~6. Supervises the maintenance of all required building records and reports as well as prepares reports and all other paperwork as requested by the Superintendent~~
- ~~7. Assumes responsibility for the implementation, explanation and observance of all Board policies and regulations by the school personnel, students, parents, and volunteers~~
- ~~8. Establishes, maintains and encourages positive relationships with students, parents, volunteers, and staff to foster understanding and solicit support for overall school objectives and programs; and to discuss and resolve individual student problems~~
- ~~9. Works with various members of the central administration staff on school problems of more than in-school import, such as transportation and special services~~
- ~~10. Contributes to district wide decision making through regular participation in administrative team meetings (MSAD #28, Joint Five Town CSD and Five Town Administrative Team)~~
- ~~11. Demonstrates a positive attitude in addressing job related challenges and opportunities~~
- ~~12. Leads in the development, determination of appropriateness, and monitoring of the instructional program which promotes the achievement of each student~~
- ~~13. Budgets school time to provide for the efficient conduct of school instruction and business~~
- ~~14. Assists in the development, revision and evaluation of the curriculum~~

15. Maintains high standards of the student conduct and enforces discipline as necessary
16. Attends special events to recognize student achievement and attends school sponsored activities and functions, as appropriate
17. Participates in the recruitment and selection of all school personnel
18. Conducts regular staff meetings to promote communication, decision making and to keep personnel informed of pertinent information
19. Supervises and evaluates all school professional and support personnel in accordance with the Board policy and makes recommendations to the Superintendent regarding the employment or discharge of school personnel
20. Supervises the maintenance of accurate records on the progress and attendance of their students, their conduct, and matters of health
21. Supervises the maintenance and control of the various local funds generated by student activities
22. Supervises the daily use of the school facilities for both academic and non-academic purposes
23. Plans and supervises fire drills and other emergency preparedness drills as needed
24. Assumes responsibility for the safety and administration of the school's physical plant in cooperation with the Director of Operations and Maintenance
25. Provides for the adequate inventories of school property and for the security and accountability for that property
26. Serves as a member of such committees and attends such meetings as directed by the Superintendent
27. Delegates authority to responsible personnel to assume responsibility for the school in the absence of the Principal
28. Supervises all activities and programs that are outgrowths of the school's curriculum
29. Participates in Principals' meetings, IEPs, and such other meetings as are required or appropriate
30. Serves as an ex-officio member of all committees and councils within the school
31. Responds promptly to written and/or oral requests for information
32. Assumes responsibility for all official school correspondence and news releases
33. Cooperates with college and university officials regarding teacher training and preparation
34. Orients newly assigned staff members and assists in their development as appropriate
35. Assumes responsibility for his/her own professional growth and development through membership and participation in the affairs of appropriate professional organizations; attendance at regional, state, and national meetings; and enrollment in advanced courses as needed
36. Supervises the guidance program to enhance individual student education and development
37. Works in support with all Administrative Team members
38. Schedules classes within established policies to meet student needs
39. Supervises and evaluates the school's extracurricular programs
40. Performs such other duties and responsibilities as may be assigned by the Superintendent

INSTRUCTIONAL LEADERSHIP

Curriculum, Instruction and Assessment

1. Provides leadership in the creation, implementation, and evaluation of instruction, curriculum and assessment.
2. Encourages and provides opportunities for staff to review current research, collaborate on educational issues and to challenge the status quo.
3. Facilitates changes that will create a continuously improving system of education and enhanced student learning.
4. Provides guidance and direction for instructional improvements and takes calculated risks to achieve instructional goals.

ORGANIZATIONAL LEADERSHIP

Vision/Mission

1. Articulates a shared vision to all constituent groups and encourages work that is in concert with the district's short- and long-term strategic goals.
2. Demonstrates creativity and innovative thinking in an effort to reinforce the district's mission, vision and beliefs.

Climate/Culture/Attitude

1. Works successfully to establish a 'culture of learning' and trust for all members of the school community.
2. Demonstrates a positive attitude and serves as a role model in assisting to create a productive, dynamic and professional learning environment.
3. Fosters positive morale and team spirit. Recognizes, encourages, and celebrates excellence in staff and students.
4. Maintains a high level of visibility within the classroom and at school events and school-related community events.
5. Works to promote a climate, culture and attitudes that are consistent with the district's educational philosophy.

Public Relations

1. Informs those who have a need to know of important issues the school or district is undertaking and makes an effort to listen and respond to student, staff and community concerns.
2. Establishes reliable methods that support effective, two-way communication and improved public relations.
3. Demonstrates solid and effective listening skills.

Planning

1. Adopts a planning process that is collaborative and encourages stakeholder involvement.
2. Assumes a leadership role in plan development and communicating short- and long-term goals; provides support for achievement of goals, objectives, and specific actions consistent with the "bigger plan."

3. Recognizes and celebrates incremental achievements as planning initiatives are completed.

MANAGERIAL LEADERSHIP

People Management and Development

1. Contributes to the design of procedures and systems that successfully attract, retain, and develop the best possible staff.
2. Supports professional development efforts that focus on personal growth, knowledge acquisition, instructional improvement, and, ultimately, improved student learning.
3. Mentors, supervises, evaluates, and provides assistance and constructive, professional feedback on job performance for staff.

Fiscal Accountability

1. Involves members of the school community in developing budget priorities for the program/school that are consistent with the overall mission and vision of the school district.
2. Exercises creativity in allocating resources, finding innovative ways to provide services and finding new resources to support programs.
3. Effectively manages spending, budgeting and financial accountability systems.

Marketing

1. Develops tools that effectively market the school to an external audience.
2. Takes advantage of and creates opportunities to market the school.

GENERAL

Personal & Professional Growth

1. Makes clear progress toward Professional Growth.
2. Professional remains current with regard to educational research.
3. Engages actively in professional activities and organizations.
4. Models the same level of learning that they expect-of others.
5. Performs such other duties and responsibilities as may be assigned by the Superintendent

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff
3. Follows health and safety procedures established by the District
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage
5. Demonstrates dependability, integrity, and other ethical standards

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions
2. Physical ability to perform all necessary upper and lower body movements
3. Ability to hear, see, and speak
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping

TERMS OF EMPLOYMENT: As specified by contract.

EVALUATION: Performance of this job will be evaluated in accordance with this document and assessment of annual goals by the Superintendent of Schools

History: Approved: 04/10/2002, 11/18/20

Approved:

**MSAD #28
JOB DESCRIPTION**

SCHOOL NURSE

QUALIFICATIONS:

1. Current license to practice professional nursing in Maine
2. Certification as required by the State Department of Education

DESIRED QUALIFICATIONS:

1. Evidence of experience working with ~~adolescents~~ **preschool, elementary and middle school aged children.**

REPORTS TO: Building Administrator

JOB GOAL: To strengthen and facilitate the educational process by improving and protecting the health status of children

PERFORMANCE RESPONSIBILITIES:

Administration and Coordination

1. Recommends and helps to implement modifications of school programs to meet all students' health needs, including medical needs of medically fragile students.
2. Responsible for maintenance/reporting of state required immunization/exemptions status of all students.
3. Responsible for maintenance of cumulative health records and report forms.
4. Participates in the development of district health policies.
5. Prepares the budget for nursing services.
6. Implements Board policies regarding health, administering medication, and physical examinations.
7. Serves as health liaison between schools, homes, and communities. Make home visits as Needed.
8. ~~Responsible for education/information on~~ **Supports and implements** Bloodborne Pathogen **education, per policy,** to faculty and staff.
9. Responsible for the education of non-medical personnel in administering medications.
10. Helps develop/revise school health policies, procedures, and standing orders.
11. Assists in reviewing, revising, and implementing emergency procedures.

Services, Routine and Situational

1. Participates as the health specialist on the child education evaluation team to ~~value~~ **develop** the individualized health education plan (I.E.P.) **Serves as 504 case manager as appropriate.**
2. Develop and implement individual health care plans for ~~the children~~ **ren** with chronic health

problems, including the administration of medication.

3. Interprets the health status of pupils to school personnel.
4. Observes the child for development and health patterns in making a nursing assessment and nursing diagnosis.
5. Identifies student health findings that do not fall in the normal range.
6. Helps school personnel recognize departures from appropriate behavior and growth patterns; helps students and staff adjust programs when necessary to accommodate health needs of students.
7. Maintains Doctor's reports and medical records on student athletes and advises the appropriate coach/Athletic Director of all eligible and ineligible students.
8. Plans, implements, and supervises school health screening programs in accordance with state and district requirements and recommendations. Provides follow-up services when indicated.
9. Interprets appraisal findings, health assessments and help students and parents accept responsibility for diagnosis and treatment.
10. Encourages parents to maintain maximum immunization protection for students as required by law.
11. Serves as a member of the ~~pupil evaluation team, student assistance team and crisis intervention team~~ and leadership team as needed.
12. Serves as a resource person to school personnel. Participates selectively in classroom instruction.
13. Provides for crisis intervention for acute illness, injury, and emotional disturbances.
14. Provides information to adolescents concerning health problems in order to encourage responsible decision-making practices. Meets and confers with students, parents and staff as needed.
15. Keeps abreast of changes and developments in the profession by attending professional meetings, reading professional journals, and other publications, and discussing problems of mutual interest with others in the field.
16. Performs such other duties and responsibilities as may be assigned by the Building Administrator and/or Superintendent of Schools.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates a respect for the legal and human rights of students.
3. Follows health and safety procedures established by the District.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
5. Demonstrates dependability, integrity, and other ethical standards.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions.
2. Physical ability to perform all necessary upper and lower body movements.

3. Ability to hear, see, and speak.
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping.

TERMS OF EMPLOYMENT: Salary and work year as determined by Teachers' Contract

EVALUATION: The Building Administrator will evaluate performance of this job in accordance with this document **and the District's Evaluation System.**

~~To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.~~

History: Approved: 04/13/05

Approved:

**MSAD #28
JOB DESCRIPTION**

TEACHER

QUALIFICATIONS:

1. Bachelor's Degree
2. Valid Maine certificate as Teacher with endorsement in area of teaching
3. Alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Building Administrator

JOB GOAL: To motivate each pupil to develop competencies, knowledge, and skills in area that is being taught

PERFORMANCE RESPONSIBILITIES:

1. Demonstrates knowledge of central concepts, tools of inquiry, and structures of the discipline(s) s/he teaches and can create learning experiences that make these aspects of subject matter meaningful to students
2. Demonstrates commitment to continuous self-improvement of teaching practice
3. Demonstrates the ability to integrate the concepts, tools of inquiry, and structures among the disciplines
4. Demonstrates a knowledge of the diverse ways in which students learn and develop by providing learning opportunities that support their intellectual, physical, emotional, and social development
5. Plans instruction based upon knowledge of subject matter, students, and curriculum goals
6. Understands and uses a variety of instructional strategies and appropriate technologies
7. **Adheres to all District Policies.**
8. Creates and maintains a classroom environment which supports, motivates and encourages learning
9. Demonstrates the ability to support students' learning and well-being by engaging students, home, school, colleagues, and community
10. Understands and uses a variety of formal and informal assessment strategies to evaluate and support the development of the learner
11. Demonstrates a strong professional desire to contribute to the education profession
12. ~~It is the expectation that all teachers will share in~~ **Participations** in activities that contribute to the welfare of the students and of the school community
13. Works toward effective communication skills in relationships with students, peers, parents and administrative staff
14. Adheres to all District policies and reporting procedures

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records
2. Demonstrates a respect for the legal and human rights of students, instructors, and other staff
3. Follows health and safety procedures established by the district
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage
5. Demonstrates dependability and integrity

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

1. Ability to read, reason, and understand policies and procedures and related information and to follow verbal or demonstrated instructions
2. Physical ability to perform all necessary upper and lower body movements
3. Ability to talk, hear, see, and speak
4. Ability to do reaching, lifting, eye-hand coordination, sitting, and stooping

TERMS OF EMPLOYMENT: Salary and work year as determined by Teachers' Contract

EVALUATION: Performance of this job will be evaluated in accordance with this document and assessment of goals and the District's Teacher Evaluation System.

History: 01/18/06

Approved:

ACTIVITY STIPEND APPLICATION FORM

Title of Position: CRMS 10-Week Choral Program Director

Please Print

Applicant Name: _____

TIME: List responsibilities to be carried out in Direct student contact. Assign estimated number of hours required for each item you list. This should include time spent at competitive activities, fund raising, performances, meetings, practices, time spent traveling as a chaperone, etc. These hours are designated as those worked **OUTSIDE** of regular school day.

DIRECT STUDENT CONTACT ITEMS:	LIST HOURS:
Rehearsal with groups 5 hours weekly, 10 weeks _____	_____ 50
Concert performance dress rehearsal _____	_____ 5
_____	_____
_____	_____
TOTAL DIRECT STUDENT CONTACT HOURS:	_____ 55

TIME: List responsibilities to be carried out in Preparation for this activity. Assign estimated hours required for each item you list. These hours are worked **outside of regular school day**.

PREPARATION ACTIVITY ITEMS:	LIST HOURS:
Prep for rehearsals 2 hours weekly _____	_____ 20
Concert Prep _____	_____ 5
Repertoire selection _____	_____ 3
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL PREPARATION HOURS:	_____ 28

TOTAL HOURS FOR TIME:	_____ 83
DIVIDED BY FACTOR OF 35 (TO MAXIMUM OF 11 PTS)	_____ 2.37
MULTIPLIED BY TIME FACTOR OF 4 = NET TOTAL POINTS FOR TIME:	_____ 9.49

Board Approval:

RESPONSIBILITY:		
For Students:	TOTAL STUDENTS INVOLVED	60
	Divided by Factor of: 25	2.4
For Value of Equipment:		
\$0 Value= 0 pts; \$1-\$2,500= 1 pt; \$2,501-\$10,000= 2 pts; \$10,000= 3pts		1
TOTAL RESPONSIBILITY POINTS		<u>3.4</u>

OFF CAMPUS SUPERVISION:	
Within the Five Towns= 1 pt; In-State= 2 pt; Out-of-State= 3 pts; Out-of-Country+ 4 pts	
TOTAL OFF CAMPUS SUPERVISION POINTS	
<u>1</u>	

COORDINATION AND/ OR SUPERVISION OF OTHER ADULTS:	
Need for coordination w/ number of other adults: 0= 0 pts; Helpful but not necessary= 1 pt; 1-3 adults = 2 pts; 4-6 = 3 pts; 7-9 = 4 pts; 10-12 = 5 pts; 13+ = 6 pts	
<u>2</u>	
FREQUENCY OF COORDINATION AND/ OR SUPERVISION OF OTHER ADULTS:	
None = 0 pts; Infrequent = 1 pt; A few times = 2 pts; Ongoing = 3 pts	
<u>3</u>	
TOTAL EXTENT OF COORDINATION WITH OTHERS POINTS	
<u>5</u>	

LOGISTICS:	LIST 1 POINT FOR EACH ITEM
Schedules own school bus transportation - more than 3 trips	_____
Schedules charter transportation	_____
<i>(Not applicable when scheduling is contracted to outside company)</i>	_____
Prepares and distributes written communications to parents	<u>1</u>
<i>(Ongoing throughout length of activity)</i>	_____
Prepares and distributes press releases	_____
Hires adjudicators or officials	_____
Requires participation in regional and/ or statewide meetings	_____
TOTAL LOGISTICS POINTS	<u>1</u>

EXTERNAL COMMUNITY PRESSURE:	
No expectation of community interest= 0 pts; Minimal community interest= 2 pts; Moderate interest= 4 pts; Extensive interest= 8 pts	
TOTAL EXTERNAL COMMUNITY PRESSURE POINTS	
<u>4</u>	

SPECIAL CIRCUMSTANCES (note details below):	

TOTAL SPECIAL CIRCUMSTANCES POINTS	

TOTAL STIPEND POINTS: 24

Principal's Approval _____

NOTE: When preparing a Stipend Application Form, please contact the MTA representative from the Stipend Review Committee for assistance in completing this request.

Board Approval:



7 Lions Lane
Camden, Maine 04843
(207) 236-3358
FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Diversity/Equity/Inclusion (DEI) Task Force Meeting
Wednesday, March 24, 2021
7 – 8:30 pm

MINUTES

Members present:

Maria Libby
Chris Walker-Spencer
Sarah Bradley Prindiville
Shaamya Dishner
Tom Gray
Isaiah Doble
Jaime Stone
Jen Curtis
Sal Taylor Kydd
Kisha Marsh
Jared Lindsey
Nikole Seeger
Ava Baeza
Sally Lane Smith
Sara Cole-Pardun

Members absent:

Dana Jackson
Isaac Young
Leanna Cotton

1. Review strategic planning document updates
Sally explained the changes that had been made to the outline she created since the last meeting. Questions were asked, details were clarified, and a few other minor changes were made.
2. Review framework of detailed work plan: goals, initiatives and assigned team members
We reviewed the associated detail sheets whose function is to help organize the action steps associated with the goals in the master plan document. People expressed appreciation for Sally's work in creating these tools and felt they would be incredibly helpful for the committee.
3. Subgroups work time
 - a. Flesh out action steps in assigned section

