

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
Zoom
Wednesday, June 9, 2021
7:00 P.M.

Meeting URL: <https://networkmaine.zoom.us/j/81511235869>

Note well:

- The meeting will be livestreamed on YouTube: <https://youtube.com/c/SchoolsCamden>
- The public can participate via Zoom. Questions can be asked via the Zoom chatbox or by using the Zoom raised hand feature.
- [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. Departing Staff Members (>10 years in district)
 - Julie Waters – 25 years
 - Matt Smith – 12 years
 - Fern Campagnoli – 27 years
 - Beth York – 21 years
 - Lucky Cerce – 24 years
 - Holly Merriam – 20 years
 - Susan Dowley – 15 years
5. Minutes
 - a. Approval of the May 19, 2021 Regular Board Meeting Minutes
 - b. Approval of the May 26, 2021 Joint Special Board Meeting Minutes
6. Nominations (Note: Executive Sessions Possible for Nominations)
 - a. Stipend Nominations

Position	Nominee	Points	Bonus	Amount
CRES Afterschool Enrichment Coord.	Sara Burke	44	15%	\$4,009.54
CRES K Team Leader	Lori Taylor	12	0%	\$950.88
CRES Grade 1 Team Leader	Molly McKenzie	12	0%	\$950.88
CRES Grade 2 Team Leader	Caitlin Fitzpatrick	12	0%	\$950.88
CRES Grade 3 Team Leader	Susan Davis	12	10%	\$1,045.97
CRES Grade 4 Team Leader	Scott Kady	12	0%	\$950.88
CRES Multiage Team Leader	Kristi Hardy-Gilson	12	20%	\$1,141.06

CRES Specials Team Leader	Anne Brady	12	0%	\$950.88
CRES SPED Team Leader	Monique Kady	12	0%	\$950.88
CRES Intervention Team Leader	Christina Gaulin	12	10%	\$1,045.97
CRMS Dept Head Exel	Sue Burwell	11	20%	\$1,045.97
CRMS Dept Head Math	Tammy Hilchey	11	10%	\$958.80
New Hire Support	Kristen Anderson	9	20%	\$855.79
New Hire Support	Susan Davis	9	0%	\$713.16
New Hire Support	Megan Sady	9	0%	\$713.16
CRES Leadership Team	Jenny York	2	0%	\$158.48
CRES Leadership Team	Heather Bowen	2	0%	\$158.48
CRES Leadership Team	Kate Forand	2	0%	\$158.48
CRMS Instrumental Music	Matthew Gordon	36	0%	\$2,852.64

7. ESSA Application, Public Comment – Deb McIntyre
 Camden Rockport Schools accepts funding through the Elementary and Secondary Act of 1965. As part of ESSA, Camden Rockport Schools is required to provide reasonable opportunity for public comment on the consolidated application and consider such comment prior to the submission of the application. Camden Rockport Schools is accepting public comment on the ESSA application through June 30, 2021. Please email any comments to debra.mcintyre@fivetowns.net or call (207)236-3358 ext 4303
8. Approval to Grant the Superintendent Authority to Issue Contracts to New Hires During the Summer, Effective Immediately
9. Approvals, if necessary, of up to 5% of the total appropriation for any cost center to another cost center to cover any budget deficits which may be anticipated at year end — Title 20 (A) Subsection 1701
10. School Board Chair’s Report – Patrick McCafferty
 - a. Summer Board Retreat
 - Set date
 - School Board Book Read
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. Finance – Met May 19, minutes attached. Meets prior to the Board Meeting June 9.
 - Finance Update
 - b. Joint Policy – Met May 24, minutes attached.

Approval
 2021-22 CRMS Student Handbook

2021-22 CRES Student Handbook

Second Reads

IHBGA – Home School Students Participation in Programs

IJJ – Instructional and Library Materials Selection

IJJ-E – Citizen’s Challenge of Educational Media Form

ILA – Comprehensive Assessment System

IMG – Animals on School Premises

IMGA – Service Animals in Schools

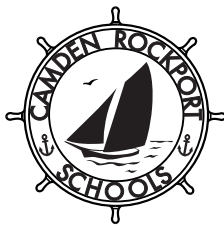
JLCB – Immunizations of Students

14. School Advisory Committee Reports

- a. DEI Task Force – Met May 26, minutes attached.

15. Future Agenda Items

16. Adjourn



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Maria Libby
Superintendent
Debra McIntyre
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Camden Rockport Schools
Regular School Board Meeting

Zoom

Wednesday, May 19, 2021
7:00 P.M.

Meeting Recording: <https://www.youtube.com/watch?v=3VrGgUMYr1I&t=8585s>

MINUTES

Board Present

Patrick McCafferty, Chair
Brianna Gutierrez, Vice Chair
Marcia Dietrich
Becky Flanagan
Sarah Bradley Prindiville
Marcus Mrowka
Elizabeth Noble (arrived at 7:05, left at 9:12)

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Chris Walker-Spencer, CRES Principal
Jaime Stone, CRMS Principal
Matt Smith, CRMS Assistant Principal
Peter Nielsen, Business Manager
Allysa Anderson, CRMS CAT Teacher
Staff, students, and parents

Board Absent

Peter Orne

1. Call to Order
Board Chair Patrick McCafferty called the meeting to order at 7:00 p.m.
2. Adjustments to the Agenda
None.
3. Public Comment on Items not on the Agenda
Allysa Anderson provided information on her background and the music program at CRMS, from what it was when she started to what it has become during her tenure. Most recently, she has been trying to sustain both a high-quality choral program and high-quality program

of music integration with Project Based Learning. The current level of programming is simply unsustainable for one person. She expressed her passion for creating quality curriculum and meaningful relationships for students and fully supports a stipended position to teach two 10-week chorus sessions. This will enable students who want a more intense vocal experience the opportunity while upholding the integrated music and performance experience for all students through general music. The Board Chair thanked Allysa for her presentation.

4. Recognition
 - a. Gretchen Kuhn and Meghan Fitzpatrick, Maine School Nurses of the Year, awarded to all school nurses in 2020-2021
Superintendent Libby recognized Gretchen and Meghan for their hard work and dedication this year.
5. Notification of Resignations
 - a. Carla Fancy, Assistant Director of Student Special Services
6. Minutes
 - a. Approval of the April 14, 2021 Regular Board Meeting Minutes

Upon Motion by Marcia Dietrich and second by Marcus Mrowka, the Board voted to approve the minutes of the April 14 meeting as written.

Vote: 7-0 Passed

Patrick McCafferty, aye
Brieanna Gutierrez, aye
Marcia Dietrich, aye
Becky Flanagan, aye
Sarah Bradley Prindiville, aye
Elizabeth Noble, aye
Marcus Mrowka, aye

7. Nominations (Note: Executive Sessions Possible for Nominations)
 - a. Administrator Nomination
Nikole Seeger, Assistant Director of Student Special Services, \$86,000
 - b. Nominations
Mike Seeger, CRES Behavioral Specialist, \$46,000
 - c. Teacher Nominations
Sarah Mann, CRES Art Teacher, B0, \$42,341 (2020-21)
Channa Schroff, CRES Special Education Teacher, B0, \$42,341 (2020-21)
Heather Butler, CRMS Grade 5 Teacher, M22, \$79,162 (2020-21)
Danielle McMenimen, CRES Grade 3 Teacher, B2, \$45,184 (2020-21)

Upon Motion by Marcia Dietrich and second by Sarah Bradley Prindiville, the Board voted to approve the nominations as listed above.

Vote: 7-0 Passed

Patrick McCafferty, aye
Brieanna Gutierrez, aye
Marcia Dietrich, aye
Becky Flanagan, aye
Sarah Bradley Prindiville, aye
Elizabeth Noble, aye
Marcus Mrowka, aye

d. Stipend Nominations

Position	Nominee	Points	Bonus	Amount
ADMIN				
Certification Member - CRES	Debbie Meservey	20	20%	TBD
Certification Member - CRMS	Cara Wincklhofer	20	15%	TBD
CRES Garden Coordinator	Megan Sady	6	0%	TBD
CRMS Dept Head Language Arts	Hilary Flagg	12	0%	TBD
CRMS Dept Head Science	John Dietter	10	10%	TBD
CRMS Dept Head Social Studies	Marsha Norwood	11	10%	TBD
CRMS Dept Head Sp Ed	Krystle Catell	11	0%	TBD
CRMS Horizons LA Screen	Trish Friesland	11	20%	TBD
CRMS Horizons Math Screen	Tammy Hilchey	8	15%	TBD
CRMS Team Leader (Gr 8)	Jacob Eichenlaub	19	0%	TBD
Ed Tech Authorization	Lorraine Hall	11	10%	TBD
Horizons Art Coordinator	Kristen Andersen	18	20%	TBD
ACTIVITY				
CRES Afterschool PE	Eric Martin	23	15%	TBD
CRES Big Brothers/Big Sisters	Susan Conover	14	0%	TBD
CRES Student Council	Sara Burke	16	0%	TBD
CRMS After School Art	Kristen Andersen	18	20%	TBD
CRMS Destination Imagination	Tricia Magri	22	0%	TBD
CRMS Math Team	Tammy Hilchey	17	10%	TBD
CRMS Robotics Club	Erma Colvin	15	20%	TBD
CRMS Student Council	Tanya Young	17	10%	TBD
CRMS Yearbook Advisor	Ally Gabriele	13	0%	TBD
ATHLETIC				
CRMS Cross Country Coach	Jim Morse	24	20%	TBD
CRMS Field Hockey Coach	Brooklyn Curry	26	10%	TBD

Superintendent Libby noted that all the stipend nominations for next year were listed as TBD and full time positions were listed with the current year's salaries. That is because

at the time of the agenda creation, the new teacher contract had not yet been approved with updated figures.

Upon Motion by Marcia Dietrich and second by Sarah Bradley Prindiville, the Board voted to approve the Stipend nominations as listed above.

Vote: 7-0 Passed

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

8. Approval of the 2021-2024 Megunticook Teachers Association Contract (Executive Session Possible - 1 MRSA §405 (6) D)

There were no changes made since the last board meeting discussion.

Upon Motion by Marcia Dietrich and second by Marcus Mrowka, the Board voted to approve the 2021-2021 Megunticook Teachers Association Contract.

Vote: 7-0 Passed

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

9. Approval of the 2021-2022 Revised School Calendars

The new teacher contract eliminated one teacher day, so the calendars were edited to reflect that change.

Upon Motion by Marcus Mrowka and second by Elizabeth Noble, the Board voted to approve the 2021-2022 Camden Rockport Elementary and Middle School Revised Calendars.

Vote: 7-0 Passed

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

10. Future Transportation Services – Maria Libby

The Administration has entered the first steps for exploring the possibility of contracting out our transportation services given the current challenges faced with finding bus drivers. The most likely scenario for needing to make this move would be for the 2022-2023 school year. If feasible, bids would go out in late fall of 2021. The primary concern is not being able to recruit enough drivers to run an in-house transportation department. Superintendent Libby also noted that the Five Town CSD already contracts out for Hope, Appleton, and Lincolnville. Both districts contract out for several one-off trips and will be forced to contract out for summer programs because of a lack of interest from the district's current bus driver staff.

Superintendent Libby and the Transportation Director have met with several companies to understand what would be involved in potentially contracting out and to get a lay of the land. Superintendent Libby has notified the President of the Association that the district is exploring the feasibility of this option, as specified in the Association contract. Bob Calderwood, President of the Association shared that he would meet with Superintendent Libby as the Association should be part of any discussions about this topic.

11. School Board Chair's Report – Patrick McCafferty

Patrick thanked the community for coming to the board meeting and all the feedback they have provided regarding the middle school chorus program.

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

13. Administrative Reports

a. Deb McIntyre, Assistant Superintendent – as written

Deb shared that the application for the next round of federal funding is open and 2/3 can now be spent by the district. There was a question about the Curriculum of the Year selection committee. Deb noted that she is on the committee because she was a former recipient of this award. She is looking forward to helping to select the winner this year.

b. Jaime Stone, CRMS Principal – as written

Jaime thanked everyone for their support of the COVID vaccine clinic. She noted that 67% of eligible students received a vaccine at the school clinic. Jaime also congratulated the school nurses for their award and commended their efforts this year. She added that the number of remote students continues to decline and more students are attending in-person.

c. Chris Walker-Spencer, CRES Principal – as written

Chris congratulated the school nurses. He also noted that Pause Place reached 5,000 visitors this year and continues to be a great service to students. The Pre-K website is up and CRES has received 22 applications so far.

- d. Valerie Mattes, Director of Student Special Services – as written Valerie was absent. Questions about her report can be sent via email to Valerie.Mattes@fivetowns.net.

14. Standing Committee Reports

- a. Joint Curriculum – Met May 3, minutes attached.
 - i. Possible approval of proposed changes to CRMS Chorus Program Curriculum Committee member, Sarah Bradley Prindiville provided a framework for the discussion. She noted that at the April 14 board meeting, the discussion was regarding the chorus program stipends. Stipends go through a process that ends in board approval of new stipends, but not all of them get filled. The stipend process happened prior to the curriculum discussion. The discussion by the Curriculum Committee was regarding a change to the curriculum and the committee agreed to dedicate time to this discussion at this board meeting. She also noted that based on the reasons for a later school start time, chorus would not be a before-school program.

Principal Stone shared that the proposed program change would be the best use of Ms. Anderson's time and talent while bolstering music education for all students. Maintaining music integration and a robust chorus program is too much for one person and the overall quality of the music program suffers.

Ms. Anderson shared a video where students were shown combining language arts, social studies, and general music while studying Civil Rights history and current issues. This project-based learning, arts integration curriculum includes dance, movement, drama to offer an engaging and centered approach to learning.

Community members offered feedback in support of keeping the traditional choral program. They also expressed concerns that any significant changes to the choral program at CRMS have a ripple effect on the high school music and theater programs. Students should develop skills at the middle school level before they get to high school.

Principal Stone and Superintendent Libby offered that any decision made will have tradeoffs. There are resource limitations of both time and money. There is not enough time in the day with students to offer everything the school and community want to see offered. The Administration has been analyzing what kind of program the middle school could have with the resources available. They also examined hiring a full-time staff member, a

half-time staff member, an hourly and a stipend position. A full-time chorus teacher would bring the music program to three full-time staff which is disproportional to other content areas. Since they didn't budget for additional staffing in this area, the district would need to absorb any additional music personnel cost into the budget being voted on in June. In isolation, this is doable, but they never know if they need to hire an additional Kindergarten teacher each year. The size of 7th grade is also approaching a level where the district may need to make an additional unexpected hire. If all three of those play out, the budget can't absorb it without likely doing an early budget freeze for the year.

The board discussed multiple alternatives to address the proposed change to the choral program. Marcia Dietrich asked the Administration to find where extra funding could be available to hire another staff member. Patrick McCafferty said the district should do what it can to support the choral program. Scheduling, staffing, and financial challenges make alternatives to the stipend proposal difficult to achieve. Principal Stone noted that her first choice would be to hire a 2/3 or 1/2 time teacher. She noted that she does not want to take a step back from project-based learning as students benefit from this method of teaching more and more each year. The music program should reflect the changes happening across the curriculum and within the student population.

Superintendent Libby thanked everyone for their feedback. She acknowledged the merits of both a strong choral program and music integration with project based learning. She illuminated the fact that with the finite resources of time and money, there are always trade-offs to be made and the board needed to be fully aware of the trade-offs that would be made in this situation. She shared that depending what the board wants to approve, the district will figure out the financial piece and should re-evaluate in a year to see if the impact of the changes and the trade-offs made were what the board intended.

Upon Motion by Marcia Dietrich and second by Marcia Dietrich, the Board voted to authorize the administration to hire a part-time teacher to teach chorus during the school day.

Vote: 6-0 Passed

Patrick McCafferty, aye

Brieanna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Sarah Bradley Prindiville, aye

Marcus Mrowka, aye

- b. Finance – Met April 14 and May 7, minutes attached. Meets prior to the Board Meeting May 19.
 - i. Finance Update
The April budget summary had 15.58% remaining with a target of 15.38%.
We are on track with no major concerns.
- c. Joint Personnel – Met May 11, minutes attached.

New Job Descriptions for Approval

Director of Support Operations

Revised Job Descriptions for Approval

Educational Technician I
Educational Technician II
Educational Technician III
Food Service Manager
Food Service Staff
Middle School Assistant Principal
Middle School Coach
Middle School Intervention Coordinator
Occupational Therapist
Operations and Maintenance Director
School Psychological Services Provider
Social Worker
Technology Integration Specialist

Assistant Superintendent Deb McIntyre made two adjustments to the above list. The Central Office Administrative Assistant job description is tabled and the School Psychological Service Provider should include the statement “Performs other duties and responsibilities as may be assigned” under the performance responsibilities section.

Upon Motion by Becky Flanagan and second by Marcia Dietrich, the Board voted to approve the New and Revised Job Descriptions as adjusted.

Vote: 6-0 Passed

Patrick McCafferty, aye

Brieanna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Sarah Bradley Prindiville, aye

Marcus Mrowka, aye

- d. Joint Policy – Met April 12, minutes attached. Next meeting May 24, 3:30 p.m.

First Reads

IHBGA – Home School Students Participation in Programs

IJJ – Instructional and Library Materials Selection
IJJ-E – Citizen’s Challenge of Educational Media Form
ILA – Comprehensive Assessment System
IMG – Animals on School Premises
IMGA – Service Animals in Schools
JLCB – Immunizations of Students
Review with minor or no revisions
IHBG – Home Schooling
IHBGB-E – Statement of Rights for Private School Students with Disabilities
IJOA – Educational Field Trips
IJOA-E – Request for Student Travel Form
IJOA-R – Field Trips and Extended Travel Administrative Rules and Procedures
IL – Evaluation of Instructional Programs
ILD – Educational Research: Student Submission to Surveys, Analyses, or Evaluations

Upon Motion by Marcia Dietrich and second by Marcus Mrowka, the Board voted to approve the above First Reads and Revised policies.

Vote: 6-0 Passed

Patrick McCafferty, aye
Brianna Gutierrez, aye
Marcia Dietrich, aye
Becky Flanagan, aye
Sarah Bradley Prindiville, aye
Marcus Mrowka, aye

15. School Advisory Committee Reports

- a. DEI Task Force – Met April 28, minutes attached. Next meeting May 26, 2021, 6:30 p.m.
Members of the Culture Competency Institute (CCI) Cohort, which is a professional development opportunity sponsored by Maine Schools Superintendents Association (MSSA) merged with the DEI Task Force as they are both engaged in diversity, equity, and inclusion work. They are making progress toward a deeper understanding of the issues. A comprehensive equity audit will be conducted next year.

16. Future Agenda Items

Update on the Music Program

17. Executive Session to Discuss Labor Contracts – 1 MRSA §405 (6) D

Upon Motion by Marcia Dietrich and second by Marcus Mrowka, the Board voted to enter Executive Session.

Vote: 6-0 Passed

Patrick McCafferty, aye

Brianna Gutierrez, aye

Marcia Dietrich, aye

Becky Flanagan, aye

Sarah Bradley Prindiville, aye

Marcus Mrowka, aye

In: 9:30 p.m.

Out: 9:46 p.m.

18. Adjourn

The meeting adjourned at 9:46 p.m.

Draft



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD and Camden Rockport Schools
Joint Special Board Meeting
May 26, 2021
Virtual Meeting
6:00 P.M.

MINUTES

Board Present

Becky Flanagan, Chair, Five Town CSD Board, MSAD 28 Board Member
Marcia Dietrich, Vice Chair, Five Town CSD Board, MSAD 28 Board Member
Patrick McCafferty, Chair, MSAD 28 Board, Five Town CSD Board Member
Brianna Gutierrez, Vice Chair, MSAD 28 Board, Five Town CSD Board Member
Sarah Bradley Prindiville, MSAD 28 and Five Town CSD Board Member
Marcus Mrowka, MSAD 28 and Five Town CSD Board Member
Elizabeth Noble, MSAD 28 and Five Town CSD Board Member (arrived 6:09, departed 7:03)
Jennifer Guilfoyle, Five Town CSD Board Member
Mike Pierce, Five Town CSD Board Member (arrived 6:22)

Board Absent

Andrea Palise
Peter Orne
Deborah Harbaugh

Also Present

Maria Libby, Superintendent

1. Call to Order
The meeting was called to order at 6:05 p.m.
2. Adjustments to the Agenda
There were no adjustments to the agenda.
There were technical difficulties among some members connecting to the meeting which caused some delay after the start.
3. Executive Session to Discuss a Personnel Matter - 1 MRSA §405 (6)A
 - a. Superintendent's Evaluation

Upon Motion by Marcia Dietrich and second by Sarah Bradley Prindiville, the Boards voted to enter Executive Session.

Vote: 8-0 Passed

Becky Flanagan, aye
Marcia Dietrich, aye
Patrick McCafferty, aye
Brieanna Gutierrez, aye
Sarah Bradley Prindiville, aye
Elizabeth Noble, aye
Marcus Mrowka, aye
Jennifer Guilfoyle, aye

In: 6:15
Out: 7:25

4. Executive Session to Discuss Labor Contracts - 1 MRSA §405 (6)D
 - a. Administrative Contracts

Upon Motion by Patrick McCafferty and second by Becky Flanagan, the Board voted to enter Executive Session.

Vote: 9-0 Passed

Becky Flanagan, aye
Marcia Dietrich, aye
Patrick McCafferty, aye
Brieanna Gutierrez, aye
Sarah Bradley Prindiville, aye
Elizabeth Noble, aye
Marcus Mrowka, aye
Jennifer Guilfoyle, aye
Mike Pierce, aye

In: 7:26
Out: 8:18

The board discussed the salaries, raises, and contracts for administrators in the context of other positions in the district. In the most recently negotiated teacher contract, teachers with fewer than 20-years of experience will each get raises of between 4 - 6%, and in the past decade they have been as high as 14% for some steps. Teachers at the top of the scale will get a 1.75% increase for the next three years. Teacher salaries in our two districts are in the 95th to 99th percentile statewide depending on degrees and experience. Other employees who are unionized (custodians, bus drivers, ed techs, etc.) also get step increases as well as the normal raise unless they are at the top of the scale. Administrators do not have step increases and have received between 1.5 - 3% raises for at least a decade. Since they are not unionized, they don't negotiate their contract

every three years. Our administrator and director salaries typically fall between the 70th and 90th percentile state wide. There are numerous teachers in our districts who earn more per day than most of our administrators. Superintendent Libby felt it was appropriate to take a harder look at administrator raises and contracts at this juncture, especially after the exceptionally long hours they worked this year to keep schools running. The board agreed.

Upon Motion by Marcus Mrowka and second by Jennifer Guilfoyle, the Board approved a 4% salary increase and contract changes for the Superintendent based on an exemplary performance appraisal and also approved her contract with a 2-year extension.

Vote: 8-0 Passed

Becky Flanagan, aye
Marcia Dietrich, aye
Patrick McCafferty, aye
Brieanna Gutierrez, aye
Sarah Bradley Prindiville, aye
Marcus Mrowka, aye
Jennifer Guilfoyle, aye
Mike Pierce, aye

Upon Motion by Patrick McCafferty and second by Brie Gutierrez, the Five Town CSD Board voted to support the raises (4%) and market adjustments for school and district administrators and approve the contract changes shared by the Superintendent.

Vote: 8-0 Passed

Becky Flanagan, aye
Marcia Dietrich, aye
Patrick McCafferty, aye
Brieanna Gutierrez, aye
Sarah Bradley Prindiville, aye
Marcus Mrowka, aye
Jennifer Guilfoyle, aye
Mike Pierce, aye

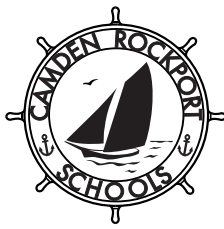
Upon Motion by Patrick McCafferty and second by Brie Gutierrez, the MSAD 28 Board voted to support the raises (4%) and market adjustments for school and district administrators and approve the contract changes shared by the Superintendent.

Vote: 6-0 Passed

Becky Flanagan, aye
Marcia Dietrich, aye
Patrick McCafferty, aye
Brieanna Gutierrez, aye

Sarah Bradley Prindiville, aye
Marcus Mrowka, aye

5. Adjourn
The meeting adjourned at 8:27



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Every Student Succeeds Act (ESSA)

The Five Town CSD and MSAD 28 have previously agreed to participate in a cooperative project for the ESSA federal funds. As a cooperative project, the MSAD 28 takes on the role of fiscal agent and we only are required to complete one application.

The ESSA requires us to complete an annual application with detailed information explaining how we plan on using the federal funds that are allocated to the districts. There are many different titles that fall under the ESSA umbrella. The allocations noted below are the total funds (CSD and SAD) available. The title funds that we qualify for are as follows:

- Title I: Improving the Academic Achievement of the Disadvantaged. These funds are based on the number of low-socioeconomic students. Our districts have determined that the title one funds (and all of the associated record-keeping and data collection responsibilities) are designated to serving students in kindergarten through fourth grade. The title one funds are used to pay some of the salary and benefits for title one literacy and mathematics teachers and educational technicians. In addition, some of these funds are allocated to supplies and required set-aside projects.
2017-18 Allocation: \$152, 760
2018-19 Allocation: \$150, 500
2019-20 Allocation: \$145, 477
2020-21 Allocation: \$130, 747
2021-22 Allocation: \$120, 856 (preliminary)
- Title II: Preparing, Training and Recruiting High Quality Teacher and Principals
Title II funds are designated for providing PreK-12 staff with professional development. These opportunities include conferences, in-district workshops, graduate level course work as well as supporting book studies and school-based learning opportunities.
2017-18 Allocation: \$74,607
2018-19 Allocation: \$70,021
2019-20 Allocation: \$74,182
2020-21 Allocation: \$69,137
2021-22 Allocation: \$71,500 (preliminary)
- Title IV: 21st Century Schools
Title IV funds have to be used in one or more of the following categories: well-rounded education, safety and health and/or use of technology. We utilize this funding stream to supplement our districts need to support professional development and roll these funds into our title II funds.
2017-18 Allocation: \$19,711
2018-19 Allocation: \$20,000

2019-20 Allocation: \$20,000
2020-21 Allocation: \$20,000
2021-22 Allocation: \$20,000

As part of the federal requirements, we must consult annually with private schools within our catchment area. Each private school that has qualified students residing in our catchment area receives a certain percentage of our total allocation for title I and title II. Wayfinder School (Title II), Riley School (Title II), Ashwood School (Title I and II), Watershed School (Title II) and Atlantic Academy (Title II) receive funding.

Title One:

This project is designated funds for supporting intervening services for identified students in grades K-4. Intervening services are provided in literacy and mathematics. Ongoing data collection and direct instruction to support identified needs is the cornerstone of the project. The funds partially cover staffing salary and benefits with the remainder coming from local funds.

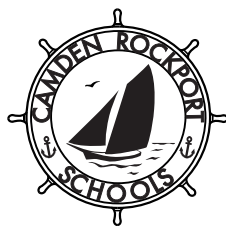
Title Two Project Description (draft)

The Project is to continue focusing support for staff on the following:

- a) improving instructional strategies including student-centered learning, learning in the outdoors, and project-based learning;
- b) gaining a deeper understanding of diversity, equity and inclusion;
- c) supporting teachers with individually identified needs (approved level coursework) and
- d) increasing school-based leadership to create a culture supporting teaching and learning.

Staff indicate a need to participate in self-selected professional development based on individual needs to continue our goal of developing a student-centered teaching/learning environment to support students in meeting academic standards.

In addition, staff need multiple opportunities to work together to learn about and strategize about continual school improvement, including student-centered, project-based and outdoor learning. School-based teams of teachers and administrators will collaborate and problem solve in order to improve their schools through leadership and developing a safe and positive culture for learning and leading.



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Camden Rockport Schools
Superintendent Board Report
June 9, 2021

1. 2021-22 Budget Update

- a. Increased Education Funding - As many of you may have heard, the Governor increased public education funding to the 55% level as has been a goal for many years. Unfortunately, this will offer no relief for the Camden Rockport Schools District because Camden and Rockport are minimum receivers and will remain so even with the new mil rates. We will receive no additional funding so this gesture will not impact our school district.
- b. Final Step in Budget Process - June 8, all day – Budget Referendum Vote

2. Looking Ahead to next year

Since the last board meeting, we have explored remote options for the 21-22 school year. We learned that the state will not offer a remote option, nor is there interest in forming a regional collaborative. Some neighboring school districts will continue using the national Edmentum software as a fully remote option for some students. Given what we learned, what we know about our district's programming, and having a better understanding of student need, we have decided not to pursue a remote option for next year. You may have read in the NYT that many districts across the country have come to the same conclusion. We have very few students remaining remote in 5 – 8 at this time and recognize that the vast majority of our student population is eager to return in person in the fall.

I want to conclude by acknowledging how proud I am of our school district and all the people associated with it. Our success in being in-person all year was a monumental effort that took commitment, teamwork, sacrifice, and a dose of blood, sweat, and tears all the way around. Thank you to this dedicated and caring school community. We are all fortunate to be in a district that has our strength, agility, and compassion.

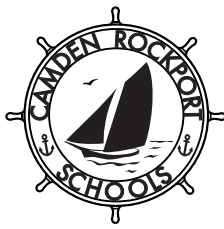
3. Other

- We continue to screen, interview, and hire for a variety of positions. It is getting very late in the hiring season so hopefully there will not be many last-minute surprise departures.
- Trina Schroeder, my Executive Assistant, has taken another position outside of the district; her last day is June 4. I am grateful for the two years she served the district. She will be replaced by Sarah Bullock who starts on August 9.
- Deb and I have been screening and interviewing potential organizations to contract with next year to do an Equity Audit for our districts and have selected Equity Alliance MN, an organization based out of Minnesota. This work will take place over

the 21-22 school year and will dovetail nicely with the creation of a new Strategic Plan in 22-23.

- Deb and I met with the Kitchen Managers in both districts to discuss the transition and any unforeseen needs they might have. It was a productive meeting and I feel we are on track to continue providing excellent food to our students and staff.
- Deb and I also met with Bus Drivers to discuss the transportation situation. We learned a lot and will continue working collaboratively to make sure we are able to provide the services we need, whatever shape that will take.
- Rob Stohlman has been hired as the new Facilities Director. He starts July 1.

Thanks for a great year in partnership,
Maria Libby



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Camden Rockport Schools
Assistant Superintendent Board Report
June 9, 2021

Update

Goal #2 Teaching and Learning

- Outdoor Learning – attending an administrator’s PLC at Juniper Hill with Chris Walker-Spencer – observing possible structures and designs as well as making connections with other administrators pursuing outdoor learning spaces.
- Summer planning – continued planning for staffing, providing transportation and securing additional supports.
- Assessment – finishing up district-wide assessments – Science for grades 5 and 8, Early Reading Fluency in grades K-2. Attending professional development on using the reports to inform instructional next steps.

Other

- Ongoing committee work – recertification (district and Mid-Coast Admin)
- Serving on interviewing committees and screening/selection committees for educational technicians and custodial staff.
- The PreK committee hosted an informational night for families.
- Participated in multiple training sessions for the new ESSA grant system that we will need to use for all federal grant funds. Continued consultation with private schools for use of funds next year.
- Convened the Dropout Prevention Committee with representation K-12 to review and revise our dropout prevention plan.
- RREV grant – we were provided feedback on our grant application and made some adjustments based on the feedback. The grant has formally been submitted and we will know of any funding by August.

Respectfully,
Debra McIntyre

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Jaime Stone

Principal

Matt Smith

Assistant Principal

Camden Rockport Schools
CRMS Principal Board Report
June 9, 2021

1. A Letter to Our School Board and CRMS Community

I want to thank the entire staff at CRMS, our students and our parents for their collective work this year. It was a hard year for everyone in schools and beyond! I'd like to share a few words of appreciation and honest reflection as we bring this year to a close. Educators are used to knowing what to expect; we are planners! We bring order to moderately chaotic environments every day and the pandemic really flipped all of that on its head. Re-entering this fall with uncertainty and worry about illness, loss of connections with those we love, for some the loss of family members, was an immense mountain to overcome as we ALL put on our game faces and did our best to open school as "normally" as we could. No one really knew what to expect as September approached. At a time when many companies kept their employees home to work remotely and schools around the state and country moved to fully remote instruction or partial weeks with reduced numbers in person, our school opened to all of our students and employees in person! Remote students were allowed space to learn safely from home and our staff ran two sets of lesson plans all year long as we did our best to serve ALL of our children and families. On top of these challenges, our staff made incredible sacrifices *all* year long as we waited for vaccinations to be available to school personnel so we could breathe a little easier. Many didn't visit with family members, passed on important travel based on the required two-week quarantine and our need to be here for our children. People postponed weddings and funerals for loved ones and the list goes on and on. We know many of our community members made these sacrifices as well and when things got *even* harder this winter our parent community leaned in even further *with us* to keep our children and staff safe! We could not have pulled off this year without you parents! In the end, we *all* made great sacrifices so we could prioritize keeping school open and we did it together. I couldn't be prouder of our staff and our community than I am after working through the last sixteen months. Our crew at CRMS is resilient and dedicated. While we are ending this school year completely exhausted, we have so MUCH to be proud of and we ARE hopeful for a better tomorrow. I have faith that a summer filled with long overdue hugs, rekindled friendships, healing and time to reset will allow us ALL to bounce back to our vibrant, emotionally stronger selves in the coming year. All will not magically return as it was before, nor should it. We learned a great deal from the battles we fought this year and I hope we all take the good we've learned forward with us.

A special round of gratitude to our school nurse, Gretchen Kuhn, who showed remarkable capacity for compassion, clarity and grit! YOU absolutely are OUR Maine State Nurse of the Year! Thank you to our local medical community, many of whom are parents of our students. A special thank you to Dr. Cheryl Liechty and Dr. Mark Eggena who time and time again helped us evaluate our strategies to remain open and healthy during a global pandemic.

In closing, to our School Board members, thank you for supporting the pivots we requested along the way. Your trust in our work, on behalf of our students, is appreciated and allows us space to get the work done for our students. Running schools during a global pandemic on top of opening a brand new building required a herculean effort by *all*. I leave this year grateful for the crew we have and the ability to say... "We did it!"

Onward,
Jaime Stone

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Jaime Stone

Principal

Matt Smith

Assistant Principal

2. Departing Staff

A number of our beloved CRMS Crew members are leaving us this year! We are **SO very grateful** for their years of dedicated service to our school community and children. Thank you on behalf of all of the families you've positively impacted. We wish you ALL WELL in your adventures!

- Fern Campagnoli – Grade 5 teacher at CRMS and longtime elementary teacher at CRES. Fern will be leaving her post as a lead teacher and will continue to work for the SAD as an Ed Tech! We're excited to have Fern staying on as part of our K-8 team!
- Jody Lary- Longtime grade 8 & 5 teacher, retired at the beginning of this school year.
- Beth York- Special Education Teacher of 39 years, 21 at CRMS, is retiring at the end of the year.
- Matthew Smith- Assistant Principal for the past twelve years will be leaving CRMS to return home to England this summer/fall.
- Jen Thorn- Ed Tech and most recently our Long Term Grade 5 Substitute for this year and several other long-term substitute teacher positions for us is leaving to take a middle school ELA position at the Hope School.
- Liz Drury- 7th Grade Social Studies Long Term Sub has done an excellent job running our grade level curriculum for our students. Our teacher, Sarah Whittam will be returning from maternity leave this fall.
- Mike Seeger- Ed Tech in Voyagers Program is moving to CRES to become the Behavior Specialist.
- Nathan Sprangers- Long Term Music Substitute will be leaving us at the end of this year.
- Celia Jones- Long Term Sub for our 8th grade Ed Tech position will finish this post at the end of this year.
- Mike Egeland- Will be leaving his post as Athletic Coordinator. This position is still unfilled.
- Thank you to Chris Tofani and Nick Denny who tag teamed to serve as our building based Long Term Substitute team this year.

3. Goal #2: Curriculum, Instruction and Assessment

We have a good number of staff members who have applied for summer curriculum work. We're looking forward to the rich revision of some of the work people are planning to do this summer.

We are partnering with SunDog to offer summer programming for students in grade 5-8. We estimate being able to offer this free programming to 48 students.

We are exploring the opportunity to offer targeted math tutoring and counseling services over the summer, using some of our federal COVID relief funds.

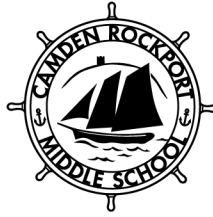
4. General Updates

We plan to host our promotion ceremony outside at CRMS on June 16th, 6:30pm. Rain day will be June 17th at 6:30pm. If any board members would like to attend, please email Jonne O'Farrell at jonne.ofarrell@fivetowns.net to reserve a seat.

Student Enrollment Table- Our enrollment continues to climb! I'm keeping an eye on grade 7 as a potential place to increase staffing due to enrollment, class size and levels of academic and social needs.

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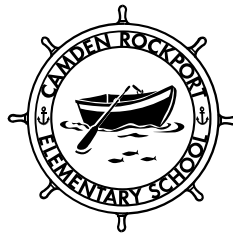
Jaime Stone

Principal

Matt Smith

Assistant Principal

Grade Level	October	May
Grade 5	101	102
Grade 6	74	75
Grade 7	108	111
Grade 8	103	105
Total	386	393



Camden Rockport Schools
CRES Principal Board Report
June 9, 2021

Goal #1: Healthy Learning Environment / Positive School Climate

We have a number of long-time district employees retiring or departing CRES this year. A huge thank you to Susan Dowley – Art Teacher, Holly Merriam – Ed Tech, Lucky Cerce – Ed Tech, and John Capalbo – Custodian for their many years of dedicated service to our school and community. Each of their contributions has made CRES a better place.

CRES staff members also recognize students each spring for their consistent demonstration of CRES Core Values and perseverance through challenges. We traditionally present these awards in-person at the June School Board meeting. In lieu of that ceremony students will receive certificates by mail.

Goal #2: Curriculum, Instruction and Assessment

The Pre-K Steering Committee recently hosted our first-ever parent night. We shared our philosophy and vision for the program and described what families could expect to ensure they had a clear understanding of a typical day in a nature-based outdoor program. Our Pre-K lottery selection will take place June 8th.

Students in grades K-2 started taking the NWEA Reading Fluency test in early June. This 20-minute assessment is new to us at CRES, and it serves as a dyslexia screener and provides universal literacy assessment data for our youngest students. We will analyze the results once testing is completed.

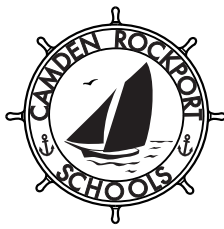
Grades 2-4 teachers spent time analyzing the results of our NWEA Growth spring testing. We compared the results to student NWEA testing in the fall of 2020. As one of the measures we use to determine student growth, grade level teams reflected on instructional practices that supported strong student growth and achievement. Average grade level performance in reading and math this spring was typically at or slightly above national norms.

Enrollment Overview:

	10/1/20	6/3/21
Kindergarten	54	61
Grade 1	60	62
Grade 2	78	81
Grade 3	69	70
Grade 4	72	76
Total	333	350

Upcoming Events:

6/16/21: 4th Grade End-of-Year Parade – CRES Parking lot 5:00 pm
-wave goodbye to our soon-to-be 5th graders



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



MSAD 28
Finance Committee Meeting
Zoom
Wednesday, May 19, 2021
6:30 P.M.

MINUTES

Board Present

Patrick McCafferty, Chair
Brianna Gutierrez
Rebecca Flanagan

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Peter Nielsen, Business Manager
Chris Walker Spencer, Principal

1. The meeting was called to order at 6:31 pm.
2. April 2021 Budget to Actual Summary
The Business Manager presented the April 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, including Special Services and Facilities. The payroll target of EOM April is 15.38% of funds remaining, the FY19 remaining balance at the same point had 17.62% remaining, and the SAD had 15.58% funds remaining at FY21 January's close. The Business Manager noted that without the debt service included, there was closer to 20% funds remaining and he projected a 3% or better balance at the end of the year.
3. The meeting adjourned at 6:37 pm.



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Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD/MSAD #28
Joint Policy Committee Meeting

Zoom
May 24, 2021
3:30-5:00 p.m.

MINUTES

Members Present:

Marcia Dietrich, Chair
Marcus Mrowka

Also Present:

Deb McIntyre
Shawn Carlson
Jaime Stone
Chris Walker-Spencer

1. Call to order

Marcia called the meeting to order at 3:30 p.m.

2. CSD Only

a. CHRHS Student Handbook

The committee reviewed the 2021-22 Student Handbook and made a few revisions.

3. MSAD Only

a. CRMS Student Handbook

b. CRES Student Handbook

The committee reviewed both the 2021-22 CRMS and CRES Student Handbooks and made a few revisions. The committee members commented on the high quality of all the student handbooks presented.

4. Adjourn

The meeting adjourned at 3:50 p.m.

MSAD #28 POLICY

HOME SCHOOLING PARTICIPATION IN SCHOOL PROGRAMS

The MSAD #28 School Board acknowledges the provisions for equivalent instruction under Maine law. The Board further observes the Legislature's recognition "that the term 'equivalent' is intended to mean meeting state standards, for alternate or other instruction and is not intended to mean the same as the education delivered in the public-school system."

In addition, it is the intention of the Board to "cooperate in the home instruction of any child who resides in the school administrative unit to the degree that the level of cooperation does not interfere with the responsibilities to the students enrolled in MSAD #28's regular programs." Furthermore, participation of students enrolled in such programs shall be limited to home-schooled students who have obtained approval for equivalent instruction under rules established by the Commissioner of Education. **Homeschool students who utilize school facilities will be required to follow state immunization laws.**

In order to maintain an efficient and orderly school program, the Board directs the Superintendent/designee to develop procedures, as appropriate, regarding the availability of school system resources and services in support of equivalent instruction programs that have been approved by the Commissioner. The procedures shall be in accord with the following provisions.

PROVISION OF INFORMATION

At the request of the student or the student's parent/guardian, ~~this school unit~~ **the Camden Rockport Schools** shall make available to home-schooled students, in a form determined by the school, information regarding access to public school activities and attendance at MSAD #28 school unit. This information must include:

1. Requirements regarding initial health and developmental screening for motor skills, vision, hearing and immunization; and
2. Criteria for participation of home-schooled students in curricular, co-curricular and extracurricular activities.

PERMITTED PARTICIPATION

1. Participation in Regular Classes

Home instruction students may enroll in specific day school classes provided that the student's attendance is regular, the class is deemed to be age and grade appropriate and all prerequisite course requirements are met. In addition, the following shall also apply:

- a. The student, or the student's parent or guardian on the student's behalf, applies in writing to and receives written approval from the ~~building~~ **School Administrator**. Approval may not be unreasonably withheld.

- b. The student can demonstrate prior satisfactory academic achievement consistent with school policy.
- c. The student shall comply with behavioral, disciplinary, attendance and other classroom rules applicable to all students. If a student fails to comply, the school may withhold credit or terminate participation.
- d. Transportation must be provided by the parent or guardian or student. The student may use the same transportation as all other students in the school unit, as long as additional expenses are not incurred, and vehicle capacity is not exceeded.
- e. The student shall complete all assignments and tests as required of all students in the class.

2. Course Auditing

A home-schooled student may audit a course in accordance with established district policy under the following conditions:

- a. The student or the student's parent or guardian, on behalf of the student, applies in writing to and receives a written approval from the building administrator to audit a specific course or courses. Participation may not be unreasonably withheld.
- b. The student agrees to meet established behavioral, disciplinary, attendance and other classroom rules applicable to all students. If a student fails to comply, the school may terminate participation.

~~SPECIAL EDUCATION/GIFTED AND TALENTED SERVICES~~ SERVICES

~~A student receiving home-schooled instruction is eligible for special education services, as provided under federal and/or state regulations, in accordance with section 5001-A and relevant department procedures and standards.~~ Special Education Services will be available to eligible special education students in accordance with applicable federal and state laws and regulations.

ADMISSION TO REGULAR PROGRAM/PLACEMENT

A student who has been receiving home-schooled instruction and who seeks admission to the regular school program must be placed in a grade commensurate with the level of the student's academic achievement. Placement must be guided by the following:

1. Grade level placement is determined by the building administrator, based upon a review of academic and behavioral records. In accessing the value of the student's prior educational experience, the building administrator may consider performance on standardized tests, academic records, portfolios, projects, writing samples, performances and other demonstrations of achievement.
2. The final grade level placement decision is based upon school policy and procedures. That decision may be appealed to the superintendent and, if desired, subsequently to the local school board, whose decision is final.

RE-ADMISSION TO THE SCHOOL PROGRAM

Placement of home-schooled students who wish to be readmitted to the school program will

be determined by the School Administrator, who shall consult with members of the professional staff to the extent appropriate and, as deemed necessary to make a reasonable determination that the requisite academic standards have been met, collect from parent's actual samples of coursework (e.g., homework, papers, examinations). The School Administrator may also direct that a test or tests be administered to help determine the student's progress toward meeting the content standards for the purpose of determining an appropriate grade level. The decision of the School Administrator may be appealed to the Superintendent.

USE OF SCHOOL TEXTBOOKS AND LIBRARY BOOKS

Subject to availability, a student receiving home-school instruction may use school textbooks (if the number of particular copies are sufficient) and library books owned by MSAD #28 subject to the following conditions:

1. Use does not disrupt regular student, staff or special program functions.
2. The student's sign out period for a library book is the same as that applicable to regularly enrolled students.
3. The student may sign out a textbook for a period not to exceed one year.
4. The parent or guardian and student agree to reimburse the school for lost, unreturned or damaged books and textbooks and for consumable supplies used.

USE OF SCHOOL FACILITIES AND EQUIPMENT

A student receiving home-schooled instruction may use MSAD #28 facilities and equipment on the same basis as regularly enrolled students if the following conditions are met:

1. Use does not disrupt regular school activities.
2. Use is approved by the school principal in accordance with established school policy.
3. Use does not create additional expense to MSAD #28.
4. Use is directly related to the student's academic program.
5. Use of potentially hazardous areas, such as ~~shops~~ **makerspaces**, laboratories and gymnasium, is supervised by a qualified employee of MSAD #28.

~~MAINE~~ MANDATED EDUCATIONAL ASSESSMENT

If a parent of a student in an equivalent instruction program requests to have the student participate in ~~the Maine Educational Assessment (MEA)~~ **or any other state-mandated test**, such request must be granted. Participation in such examinations must be in compliance with all rules and procedures governing testing conditions in MSAD #28

ACADEMIC CREDIT

A student receiving home-schooled instruction must receive academic credit subject to the following requirements:

1. Academic credit for individual courses must be awarded if the student meets required academic standards applicable to all students enrolled in the same course.
2. Academic credit must be awarded for successful completion of alternative instruction opportunities sponsored by the school and available to all students.

~~PARTICIPATION IN CO-/EXTRA-CURRICULAR ACTIVITIES~~

~~Students receiving home-schooled instruction are eligible to try out for extra-curricular activities sponsored by MSAD #28 provided the student applies in writing if the following requirements are satisfied. Participation may not reasonably be withheld:~~

- ~~1. The student agrees to abide by equivalent rules of participation as are applicable to regularly enrolled students participating in the activity and provides evidence that he rules of participation are being met.~~
- ~~2. The student complies with the same physical examination, immunization, insurance, age and semester eligibility requirements as regularly enrolled students participating in the activity. All required documentation must be made available upon request by the school.~~
- ~~3. The student meets equivalent academic standards as those established for regularly enrolled students participating in the activity and provides evidence that the academic standards are being met.~~
- ~~4. The student abides by the same transportation policy as regularly enrolled students participating in the activity.~~

PARTICIPATION IN CO-CURRICULAR ACTIVITIES

Students receiving home-school instruction may participate in co-curricular activities such as field trips, assemblies, and academically related fairs provided:

1. Prior written permission is obtained from both the parent and the School Administrator; and
2. The student has agreed to meet established behavioral, disciplinary, attendance and other rules applicable to all students.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Students receiving home-school instruction are eligible to try out for extracurricular activities sponsored by MSAD #28, provided the student applies in writing if the following requirements are satisfied:

1. The student agrees to abide by equivalent rules of participation as are applicable to regularly enrolled students participating in the activity and provides evidence that the rules of participation are being met.
2. The student complies with the same physical examination, immunization, insurance, age, and semester eligibility requirements as regularly enrolled students participating in the activity. All required documentation must be made available upon request by Five Town CSD. The school administrator is authorized to collect from parent's actual samples of coursework (e.g., homework, examinations, etc.) as they deems necessary in order to make the determination that the necessary academic standards have been met.
3. The student meets equivalent academic standards as those established for regularly enrolled students participating in the activity and provides evidence that the academic standards are being met.
4. The student abides by the same transportation policy as regularly enrolled students participating in the activity.

APPEALS

Appeals from administration and application of the Board policy are heard by the Board, whose decision is final and binding. Appeals that question the Board policy compliance with legal requirements must be made to the Commissioner, whose decision is final and binding.

TECHNOLOGY

The district does not provide a school-issued technological device to students who are registered as home schooled in the state of Maine.

Legal References:

- 20-A MRSA §§5001-A.3, 5021-5025
- Chap. 125.1 (Maine Dept. of Ed. Rule)
- Chap. 130 (Maine Dept. of Ed. Rule)

History: Adopted October 1996, 06/23/99, 02/08/17

First Reading: May 19, 2021

Second Reading: June 9, 2021

Adopted:

MSAD #28 POLICY

INSTRUCTIONAL AND LIBRARY MATERIALS SELECTION

OBJECTIVES OF SELECTION

The Board recognizes that it is the primary objective of the library media centers and the instructional program in our schools to implement, enrich and support the education programs of the schools. It is the ~~duty~~ **responsibility** of the library media centers and the instructional program to provide a wide range of materials on all levels of difficulty, with diversity of appeal and the presentation of different points of view.

To this end, the Board asserts that the responsibility of the School Library Media Center and the instructional program is:

1. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served;
2. To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, ~~and~~ ethical standards **and foster respect and appreciation for** ~~cultural diversity and varied opinions~~;
3. To provide a background of information which will enable students to make intelligent judgments in their daily lives;
4. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical analysis of all media;
5. To provide materials representative of the many religious, ethnic, ~~and~~ cultural **and underserved** groups and their contributions to **history, science, leadership, the arts and our American heritage Society**; ~~and~~
6. To place principle above personal opinion and reason above prejudice in selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library media center and a variety of resources to be used in the instructional program ~~;~~ **and**
7. To provide materials that are timely, in good condition, and in sufficient quantity to meet the needs of students, staff and curriculum.

In addition, the Board recognizes that the final authority as to what materials an individual student will be exposed rests with that student's parents or guardians. However, at no time will the wishes of one child's parents to restrict his/her reading or viewing of a particular item infringe on other parents' rights to permit their children to read or view the same material.

RESPONSIBILITY FOR SELECTION OF INSTRUCTIONAL AND LIBRARY MATERIALS

The Board is legally responsible for all matters relating to the operation of the schools. The responsibility for the selection of instructional materials is delegated to the professionally trained personnel employed by the Board.

Selection of materials for the library media centers and the instructional program involves

many people: principals, teachers, department heads, students and community members. The responsibility for the coordination of the selection of library and instructional materials and the recommendation for purchase rests with professionally trained personnel. The Board is responsible to approve a uniform system of textbooks.

CRITERIA FOR SELECTION

The needs of the individual school, based on knowledge of the curriculum and of the existing collection, are given first consideration.

~~Materials for purchase are considered on the following bases: overall purpose, timeliness or permanence, importance of the subject matter, quality of the writing/production, readability and popular appeal, authoritativeness, reputation of the publisher/producer, reputation and significance of the author/artist/composer/producer, etc., and format and price.~~

Materials selected should:

- a. Support achievement of the content standards;
- b. Support the goals and objectives of the school system's educational programs;
- c. Enrich and support the curriculum;
- d. Take into consideration the varied interests, abilities, and maturity levels of the students served;
- e. Foster respect and appreciation for ~~cultural~~ diversity and varied opinions;
- f. Give comprehensive, accurate and balanced representation to minorities and women in history, science, leadership and the arts and acknowledge the contributions of ethnic, religious and cultural groups;
- g. Present a balance of opposing sides of controversial issues to enable students to develop a capability for critical analysis;
- h. Stimulate growth in factual knowledge, literary appreciation, aesthetic values and ethical standards;
- i. Provide a background of information that will enable students to make informed decisions in their daily lives; and
- j. Respect the constraints of the school's budget.

Gift materials are judged by the same standards and are accepted or rejected by those standards. Multiple copies of outstanding and much-in-demand materials are purchased as needed. Worn or missing standard items are replaced periodically. Out of date or no longer useful materials are withdrawn from the collection/circulation.

PROCEDURES FOR SELECTION

In selecting the materials for purchase, the professional personnel evaluate the existing collection, consulting reputable, unbiased, professionally prepared selection aids and specialists from all departments and/or all grade levels.

Whenever possible, purchase of non-print materials shall be done only after personal evaluation by the librarian/media specialist and/or other appropriate staff. Reviewing aids may be used in lieu of personal evaluation.

The Superintendent shall ~~select~~ **recommend** textbooks, supplies and apparatus with the approval of the Board and shall make all these purchases under rules adopted by the Board.

CHALLENGED MATERIALS

Despite the care taken to select materials for student and teacher use and the qualifications of the persons who select the materials, it is recognized that occasional objections may be raised by community members, students, or school staff.

In the event a complaint is made, the following procedures will apply:

1. The complaint shall be heard first by the person providing the materials in question.
2. If the complaint is not resolved, the complainant shall be referred to the building Principal and requested to fill out the "Citizen's Challenge to Educational Media" form. A copy of the form will be forwarded to the Superintendent.
3. The Superintendent shall appoint an Education Review Committee composed of the following persons to review the complaint: one Principal at the appropriate grade level; one librarian/media specialist; one classroom teacher; the department head in the subject area of the challenged materials; one community member.
4. The review committee shall: read and examine the materials referred to them; check general acceptance of materials by reading reviews; weigh values and faults against each other and form opinions based on the material as a whole and not on passages or portions pulled out of context; meet to discuss the material and to prepare a written report on it.
5. The report of the committee shall be forwarded to the Superintendent who will inform the complainant of the results.
6. No materials shall be removed from use until the review committee has made a final decision.
7. The review committee's decision may be appealed to the Board. The Board may set aside a portion of a regular meeting or call a special meeting for the purpose of receiving testimony from representatives of the various points of view. **The issue will be decided by the full board and not a sub-committee.** The material in question shall be:
 - a. Reviewed objectively and in its full content;
 - b. Evaluated in terms of the needs and interest of students, school, curriculum and community;
 - c. Considered in the light of differing opinions; and
 - d. Reviewed in light of the criteria for initial selection and purpose as provided herein.

The Board will announce its decision in writing not later than the conclusion of the next regular meeting of the Board following its receipt of said testimony.

Legal Reference:

- 20-A MRSA §§ 1001 (10-A), 1055 (4), 4002

- CH. 125.22 (Maine Dept. of Ed. Rule)

Cross Reference:

- IJJ-E - Citizen's Challenge of Educational Media Form

History: Adopted: 09/08/99, 02/26/08 Reviewed: 05/08/13

First Reading: May 19, 2021

Second Reading: June 9, 2021

Adopted:

MSAD #28 POLICY

CITIZEN'S CHALLENGE OF EDUCATIONAL MEDIA FORM

Type of Material:

Book (eBook) Magazine/Periodical Recording
 Software Website/Electronic Materials Film
 Other (Please Specify) _____

Author (if known):

Title:

Publisher (if known):

Person Making Complaint:

Telephone:

Street Address:

Town:

Complaint Represents:

Self
 Organization _____
 Other Group _____

1. **Have you read policy IJJ? (If not, please read it now).**
2. Did you read/view/hear all of the material **in full that you are challenging?** Yes No
 - a. If no, what parts did you read/view/hear?
3. To what portion of the material do you object? (Please be specific, cite pages, scenes, etc.)
4. What do you feel might be the negative result of reading/viewing/hearing this material?
5. ~~For what~~ **Is there an** age group **for which you** would you recommend this material?
6. ~~Is there anything good about~~ **Do you find any value in** this material?
7. Are you aware of the professional reviews/judgment of this material?
8. What do you believe is the theme and/or intention of this material?
9. What would you like the school to do about this material?
 - Do not assign it to my child.
 - Do not assign it to any students.
 - Withdraw it from the library and/or instructional program.
 - Refer it to the Educational Review Committee for evaluation.
10. In its place, what material would you recommend?

Signature of Complainant

Date

History: Adopted: 06/19/13

First Reading: May 19, 2021

Second Reading: June 9, 2021

NEPN/NSBA Code: IJJ-E

Adopted:

MSAD #28 POLICY

COMPREHENSIVE STUDENT ASSESSMENT SYSTEM

The Board recognizes that Maine law requires each school administrative unit to use multiple assessment methods to measure student achievement **in the content areas** of the learning results **and the cross-curricular *Guiding Principles***. ~~set forth in 20-A M.R.S.A. § 6209 and Department of Education (DOE) rules implementing that section and other curricular requirements established in § 6209 to inform instruction and to ensure that students are making progress toward achieving the learning results set forth in § 6209 and in DOE rules implementing that section, other curricular requirements and the requirements of a common course of study.~~ **The Board also recognizes the value of assessment in informing and improving instruction.**

Through this policy, the Board adopts and directs the Superintendent/designee to implement and oversee an assessment system for ~~District schools~~ **MSAD #28** that will accomplish these objectives. The Superintendent shall be responsible for reviewing the assessment system for compliance with applicable statutes and ~~rules and for certifying to the Commissioner that it is in compliance with Maine~~ Department of Education standards.

Legal Reference:

- 20-A MRSA § 6202-B, 6209

History: Adopted: 3/12/03, 12/ 17/08, 06/19/13

First Reading: May 19, 2021

Second Reading: June 9, 2021

Adopted:

MSAD #28 POLICY

ANIMALS ON SCHOOL PREMISES

The board recognizes that having animals in our schools can offer valuable student learning experiences but is also concerned with the health and safety of students, staff, and visitors, and the humane treatment of animals when they are brought to school.

For the purpose of this policy “animals” **with the exception of Therapy Dogs, which are addressed in Part II below, and Service Animals, which are addressed in policy IMGA** includes mammals, reptiles, amphibians, birds, insects, and fish.

In recent years, the number of students with respiratory and allergic conditions has increased. There may be a connection between feather or fur bearing animals and irritations of some health conditions.

I. ANIMALS IN THE CLASSROOM

~~Animals may be found in all of our schools. They have long been part of the classrooms for reasons of scientific observation and as class pets.~~

The following guidelines shall apply to the presence of animals in Camden Rockport Schools district schools:

- A. The presence of an animal in the classroom must be directly related to the instructional program. Staff who wish to have animals in the classroom must submit a written request to the principal; the request should include the instructional purpose and activity, the type of animal, the length of time the animal is expected to be present, and a plan for the care of the animal. The principal, at his/her discretion, may approve or deny the request.
- B. Students or parents who wish to bring animals to school for educational purposes must consult with the teacher who, in turn, will request permission from the building principal. All other persons who wish to bring animals to school must obtain written permission, in advance, from the building principal.
- C. The Superintendent will be responsible for developing procedures to inform parents that animals may be visiting or residing in classrooms during the school year. Parents are expected to notify the school if their child has an allergy or other health condition that will be affected by the presence of animals in the classroom. The building principal and staff will respond appropriately when health considerations are brought to their attention. An animal will not be housed in a classroom if a student in that classroom has a documented allergy to the animal.
- D. Animals may not be transported in school vehicles.
- E. No domestic mammals/pets (including dogs, cats, ferrets, and primates) or livestock will be allowed in school unless current proof of rabies and/or other vaccination is provided. Smaller mammals such as mice, hamsters, gerbils, guinea pigs, and rabbits do not need

- to be vaccinated against rabies. Bats, as they may be carriers of rabies, are not allowed in the schools.
- F. Parrots, parakeets and other psittacine birds (birds that may carry psittacosis, a severe infectious human respiratory disease) shall not be brought to school unless they have been tested and certified as psittacosis-free.
 - G. Red-eared turtles (also known as painted turtles) are carriers of salmonella and shall not be kept in the classroom without written documentation from the supplier that they are salmonella-free.
 - H. No wild, exotic, aggressive or poisonous animals will be allowed in school unless under the control of an individual trained in the care and management of the animal and properly licensed by state or federal agencies as appropriate (e.g., zookeepers, veterinarians, biologists, Maine Fish and Wildlife personnel). Students will not be permitted to handle such animals.
 - I. No animals will be allowed free range of the classroom or the school. All animals brought to school must be restrained by the owner/handler. The teacher is responsible for the proper supervision and control of students whenever there is an exhibit or activity involving animals in school.
 - J. Animals kept in classrooms must be housed in suitable cages or containers and fed and otherwise cared for appropriately. Only the teacher or students designated or supervised by the teacher may be allowed to handle these animals. Animal waste must be removed on an as-needed basis and in a sanitary manner. Only staff members or adult volunteers will be allowed to clean cages or containers or remove animal waste.
 - K. If a student is bitten/injured by an animal on school premises, the building principal, school nurse and parent/guardian must be notified as soon as possible. If a staff member or visitor is bitten/injured, the building principal must be notified. The building principal must notify appropriate public health authorities and the Maine Department of Health and Human Services Center for Disease Control of each incident. An accident/injury report must also be completed and forwarded to the Superintendent.
 - L. If a stray or wild animal appears on school grounds, students shall not be allowed in the area until the animal has left the premises or is removed by the local animal control officer, game warden or other appropriate official.
 - M. No **living** animal may be used as part of a scientific experiment or for any other purpose in which the normal health of the animal is interfered with or which causes pain or distress. No person may practice vivisection or exhibit a vivisected animal in the schools. Dissection of dead animals shall be confined to the classroom and to the presence of students engaged in the study of dissection and shall not be for the purpose of exhibition.
 - N. The Board recognizes that service animals may be used to assist persons with disabilities. This policy does not apply to the presence of service animals that have been or are being specifically trained for the purpose of assisting a person with a disability.

~~In order to meet the needs of individual students, staff and of the school program, the following policy will apply:~~

- ~~1. Animals are not allowed in school for any reason other than educational purposes~~

- ~~directly related to our curriculum.~~
2. ~~All instances of animals in the school must be approved in advance by the building administrator.~~
- O. All courses that include the use of live feather or fur animals, as a part of the curriculum, will have their use indicated as part of the course description.
- i. Alternative lessons will be provided, in courses required for graduation, for those students who have a medically documented respiratory or allergic reaction to feather or fur animals.

II. THERAPY DOGS IN SCHOOLS

Five Town CSD recognizes the use of therapy dogs in the classroom setting may have academic, social, and emotional benefits for students and staff. The board authorizes the presence of therapy dogs in Five Town CSD classrooms subject to the following provisions.

A. Certification

Proof of training and certification for the dog/handler team by a formal Dog-Assisted Therapy organization, such as Pet Partners (formerly Delta Society), Therapy Dogs International, Inc. (TDI), Alliance of Therapy Dogs (A.T.D.), or another formal organization approved by the Superintendent, is required. A copy of the certification document(s) will be kept on file in the Central Office.

B. Care

Care of a therapy dog is solely the responsibility of its certified team handler. This responsibility is not delegable

C. License and Tags

All therapy dogs must meet local, county, and/or state license or permit regulations. It is required that therapy dogs have an owner identification tag in addition to a tag or other identifier provided by the certifying agency.

D. Health

All therapy dogs must comply with local, county, and state vaccination and health requirements.

E. Liability

A copy of a current insurance policy that provides liability coverage for the handler and for the therapy dog must be provided by the certified handler and kept on file at the Central Office.

F. Notification

Parents/guardians must be notified that a registered therapy dog may be present in the school. Parents/guardians must be afforded the opportunity to notify school staff of any concerns.

The presence of animals in school buildings or on school property shall also be subject to local laws and ordinances pertaining to animal control. Such laws and ordinances may vary depending on the location of the building/property.

III. **PETS DOGS ON SCHOOL PREMISES**

CRMS

For the health and safety of our students, staff and visitors, the following policy will apply:

1. **Pets Dogs** are not allowed on sports fields during school hours or after school for school-sponsored or community activities.
2. **Pets Dogs** are not allowed on playgrounds at any time.
3. **Pets Dogs** on school premises during non-school hours must be on a leash at all times.
4. **Pets Dogs** owners must clean up after their **dogs**. **Dogs** waste cleanup stations will be placed on school grounds to facilitate cleanup.

CRES

No dogs or pets are permitted on school grounds at any time except as provided in this policy and policy IMGGA. This policy is applicable during extra-curricular and athletic activities as well as during regular school hours. NO PETS ALLOWED signs are posted accordingly and should be observed.

IV. **EXEMPTIONS**

Exemptions to this policy shall be allowed under the following circumstances:

1. The Board recognizes that service animals may be used to assist persons with disabilities. This policy does not apply to the presence of service animals that have been or are being specifically trained for the purpose of assisting a person with a disability.
2. Animals under the control of public safety officials shall have unlimited access to District property. Use of animals by law enforcement officials is under the jurisdiction of state and federal law and is not covered by this policy.

The presence of animals in school buildings or on school property shall also be subject to local laws and ordinances pertaining to animal control. Such laws and ordinances may vary depending on the location of the building/property.

Legal Reference: Americans with Disabilities Act (42 U.S.C. § 12101 et seq.)
7 MRSA § 3971
22 MRSA §§ 801-825

Cross Reference: IMGGA - Service Animals in the Schools
JLCE - First Aid and Emergency Medical Care

History: Adopted: 12/12/01, 11/13/07, 06/19/13

First Reading: May 19, 2021

Second Reading: June 9, 2021

Adopted:

MSAD #28 POLICY

SERVICE ANIMALS IN SCHOOLS

The Board recognizes that service animals may be used to provide assistance to some persons with disabilities. This policy governs the presence of service animals in the schools, on school property, including school buses, and at school activities.

DEFINITION

As applied to schools, federal and Maine laws define a “service animal” as a dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purpose of this definition.

The work or tasks performed by a service animal must be directly related to the individual’s disability. Examples of such work or tasks include, but are not limited to, assisting an individual who is totally or partially blind with navigation and other tasks, alerting an individual who is deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting an individual to the presence of allergens, retrieving items such as medicine or a telephone, providing physical support and assistance with balance and stability to an individual with a mobility disability and helping a person with a **documented** psychiatric or neurological disability by preventing or interrupting impulsive or destructive behaviors. **A medical provider shall provide documentation of the child’s need to have a service animal in school.**

The crime deterrent effects of an animal’s presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks for the purposes of this definition.

USE OF SERVICE ANIMALS IN SCHOOLS

Use of a service animal by a qualified student with a disability will be allowed in school when it is determined that the student’s disability requires such use in order to have equal access to the instructional program, school services and/or school activities.

Use of a service animal by a qualified employee with a disability will be allowed when such use is necessary to enable the employee to perform the essential functions of his/her job or to enjoy benefits of employment comparable to those of similarly situated non-disabled employees.

The parent/guardian of a student who believes the student needs to bring a service animal to school, or an employee who wishes to bring a service animal to school, must submit a written request to the building principal. The building principal, in consultation with the Section 504 Coordinator or Director of Special Services, as appropriate, and the Superintendent will

determine whether or not to permit the service animal in school. **Recommendation by a medical provider will be reviewed in making the determination.**

Parents or animal handlers who will be present in school for the purpose of assisting a student with his/her service animal will be required to submit to a ~~sex offender registry and criminal background check~~ **be fingerprinted**. In addition, parents and handlers must comply with all standards of conduct that apply to school employees and volunteers.

MSAD #28 may impose additional conditions on the presence of a service animal, depending upon the circumstances.

The building principal may remove or exclude a service animal from the school or school property if the presence of the animal poses a direct threat to the health and safety of others or the student, employee or handler is unable to fully control the animal; or the animal fails to consistently perform the function(s)/service(s) for which it has been trained and brought to school.

A parent or employee whose service animal has been removed or excluded may appeal the decision to the Superintendent. If dissatisfied with the Superintendent's decision, the parent or employee may appeal to the Board.

SERVICE ANIMALS AT SCHOOL-SPONSORED EVENTS

Individuals with disabilities may be accompanied by their service animals to events or activities open to the public that are held in schools or on school property. The use of a service animal may not be conditioned on the payment of a fee or security deposit, but the individual is liable for any damage done to the premises or facilities by such an animal.

The building principal may revoke or exclude the service animal only if the animal poses a direct threat to the health and safety of others, the use of the animal would result in substantial physical damage to the property of others or would substantially interfere with the reasonable enjoyment of the event or activity by others.

Legal Reference:

- 42 USC § 12101 et seq.
- 36 CFR § 104, 302
- 5 MRSA §§ 4553, 4592
- Me. Human Rights Commission Rule Chapter 7

Cross References:

- AC - Nondiscrimination, Equal Opportunity, and Affirmative Action
- IMG - Animals in Schools

History:

NEPN/NSBA Code: IMGA

First Reading: May 19, 2021
Second Reading: June 9, 2021
Adopted:

MSAD #28 POLICY

IMMUNIZATIONS OF STUDENTS

All students who enroll in the school district are required by Maine law to present a certificate of immunization or evidence of immunization or immunity against poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, measles, mumps, rubella and varicella (chicken pox), ~~and meningococcal meningitis.~~

One dose of Tetanus/Diphtheria/Pertussis (Tdap) is required for students entering 7th grade.

Immunization against meningococcal disease is required as follows:

- A. One dose of meningococcal vaccine MCV4 is required for students entering 7th grade.
- B. Students entering 12th grade are required to have received two doses of MCV4. The first dose shall have been received on or after the 11th birthday, and the second dose shall have been received on or after the 16th birthday, at least eight weeks after the first dose. Only one dose is required if the first dose is administered when the student is 16 years of age or older.

Non-immunized students shall not be permitted to attend school unless one of the following conditions are met:

- A. Parents and guardians will provide written assurance that the child will be immunized, followed by proper documentation within ninety (90) days. This option is available only once to each student during their school career; or
- B. The parents/guardians provide a physician's written statement each year that immunizations against one or more diseases may be medically inadvisable (as defined by law/regulation); or
- C. The parents/guardians state in writing each year that immunization is contrary to their sincere religious or philosophical beliefs. (no longer in effect after September 1, 2021).
- D. A student covered by an IEP who elected a religious or philosophical exemption prior to September 1, 2021 may continue to attend school under the existing exemption so long as the parent/guardian or the student, if 18 years of age or older, provides a statement from a licensed physician, nurse practitioner or physician assistant that he/she has consulted with the parent/guardian or student and has made the parent/guardian or student aware of the risks and benefits associated with the choice to immunize.

The Superintendent shall exclude from school and school activities any non-immunized student when there is a danger to the health of others as provided by law.

The Superintendent/designee is directed to develop such administrative procedures as are necessary to carry out this policy and comply with statutory requirements.

Legal Reference:

- 20- A MRSA §§ 6352-6359

- Chapter 126 (ME Dept. of Ed. Rules)

Cross Reference:

- JLCC - Communicable/Infectious Diseases
- JRA - Student Educational Records

History: Adopted: 07/10/02, 12/14/05, 1/24/18, 06/11/18, 03/20/19

First Reading: May 19, 2021

Second Reading: June 9, 2021

Adopted:



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



Diversity/Equity/Inclusion (DEI) Task Force Meeting
Wednesday, May 26, 2021
6:30 – 8:30 pm

MINUTES

Members present:

Deb McIntyre
Chris Walker-Spencer
Jen Curtis
Kisha Marsh
Nikole Seeger
Allison-Pringle-Bennett
Anne Brady
Amy Libby
Teresa Curtis
Tom Gray
Kirsten Campbell
Isaiah Doble

Mmbers absent:

Maria Libby
Jaime Stone
Sal Taylor Kydd
Hillary Flagg
Dana Jackson
Jared Lindsey
Shaamya Dishner
Matt Smith
Isaac Young
Ava Baeza
Sally Lane Smith
Sara Cole-Pardun
Elphie Owen
Leanna Cotton

1. Review Sub-committee Assignments
2. Nuts & Bolts
 - a. Note taker for each Sub-committee
Shared Google Sheet with subcommittee notes included.
<https://docs.google.com/spreadsheets/d/13bqJpJxio0l3kDBTKSKT3EMxoGliISVW/edit#gid=128378132>
 - b. Audit update (survey stakeholders; conduct focus groups)
Deb updated the group on the search for an audit company. The audit will likely take place in the fall.
 - c. Membership for 2021-22
Members present will return with the exception of Tom Gray (no), Amy Libby and Nikole Seeger (maybe).
 - d. PD and Curriculum Committees set July meeting date, if needed prior to 2021-22 school year.
Committees will set dates during breakout meetings and include dates in the shared Google sheet.
3. Continue Sub-committee Group Work
 - a. Note takers – make sure to update this Google Sheet:
PD committee decisions:

- DEI PD request September 1 - ½ day, September 17 - ½ day, October 8 – 45 minutes, each ER Wednesday October – May.

Curriculum committee decisions:

- Collect baseline data around textbooks and assigned books, including book groups, in the fall. This was a consensus decision from all three schools.
 - No need to meet in the summer. No date set.
- b. Work time set for 60 minutes...use the time you need then sign off