

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

Board of Directors Meeting Central Office Thursday, January 6, 2022 7:00 p.m.

Join by computer:
meet.google.com/rwt-qkzi-otc

or

Join by phone:
(US)+1 402-732-7227 PIN: 150 806 152#

School Board Members: Julia Abernethy, Erik Amundsen, Guy Bourrie, Lillian Haversat, Morgan Hynd, Danny Jackson, Randy Kassa, Sandra O'Farrell, Angela Robinson, Brooke Simmons, Matthew Speno, Julie Swindler, Emily Trask-Eaton, Jeanette Wheeler, Melvin Williams, Robert Williams

Student Representatives: Natalie Dean, Owen Weber, Elizabeth Swan (alternate)

Agenda

I. Call to Order

- A. Pledge of Allegiance
- B. Declaration of Quorum
- C. Note Absences
- D. Additions/Adjustments to the Agenda

II. Consent Agenda – Approve Minutes of December 16, 2021

III. Superintendent and/or Chair Reports

- A. Board Chair's Report
- B. Superintendent's Report
- C. Business Manager's Report
- D. Student Representatives' Report

IV. Reports from Schools

V. Audience with the Public

VI. Action Items

- A. Approve teacher nomination
 - 1. Devon Snell – Teacher – Union Elementary School
- B. Approve the Return to Play after COVID-19 Infection protocol for student athletes
- C. Approve a donation valued at over \$1,000 from the Union Lodge 31, Ancient Free and Accepted Masons to Union Elementary School
- D. Approve policies for 2nd read
 - 1. GBGA – COVID-19 Vaccination, Testing and Face Covering
 - 2. IJJ – Selection of Educational Materials
 - 3. JKAA – Use of Physical Restraint and Seclusion
 - 4. JKAA-R – Use of Physical Restraint and Seclusion Procedure

VII. Committee Meetings

- A. Curriculum– January 13th @ 5:00 p.m. – Central Office
- B. Facilities – January 20th @ 4:00 p.m. – Central Office
- C. Finance – January 20th @ 5:30 p.m. – Central Office

VIII. Board Meeting – January 20th @ 7:00 p.m. – Central Office

IX. Region 8 Board Meeting – January 26th @ 7:00 p.m. – Region 8

X. Adjourn

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly. The public and district employees are encouraged to attend Board meetings. A time for comments by visitors at Board meetings will be scheduled on the Board's agenda. Public input is welcomed but the Board Chair may limit discussion.

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Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

Board of Directors Meeting Central Office Thursday, December 16, 2021 7:00 p.m.

Join by computer:
meet.google.com/nri-npoz-boj

or

Join by phone:
(US)+1 413-308-2282 PIN: 579 992 945#

School Board Members: Julia Abernethy, Erik Amundsen, Guy Bourrie, Lillian Haversat, Morgan Hynd, Danny Jackson, Randy Kassa, Sandra O'Farrell, Angela Robinson, Brooke Simmons, Matthew Speno, Julie Swindler, Emily Trask-Eaton, Jeanette Wheeler, Melvin Williams, Robert Williams

Student Representatives: Natalie Dean, Owen Weber, Elizabeth Swan (alternate)

Minutes

I. Call to Order: 7:00 p.m.

- A. Pledge of Allegiance
- B. Declaration of Quorum: 876 of 1000
- C. Note Absences: Julia Abernethy, Lillian Haversat
- D. Additions/Adjustments to the Agenda

II. Consent Agenda – Approve Minutes of December 2, 2021

Motion: Mathew Speno Second: Melvin Williams Vote: 761-0-115
(Sandra O'Farrell, Brooke Simmons)

III. Superintendent and/or Chair Reports

- A. Board Chair's Report
- B. Superintendent's Report
- C. Business Manager's Report
- D. Student Representatives' Report

IV. Reports from Schools

V. Presentation – Mid-Coast School of Technology – Bobby Deetjen, Director and Matthew Speno, Region 8 Board Vice Chair

VI. Audience with the Public

VII. Action Items

A. Approve teacher nominations

- 1. Amber Webber – Teacher – Miller School
- 2. Kathy Cook – Teacher – Medomak Middle School

Motion: Guy Bourrie Second: Randy Kassa Vote: 876-0-0

B. Amend Indoor Sports/Performing Arts 2021-22 COVID 19 Guidelines to delete:

- Four spectators will be permitted per athlete for athletic events
- Spectators from visiting teams are not allowed

Motion: Brooke Simmons Second: Mathew Speno Vote: 730-146-0
(Sandra O’Farrell, Emily Trask-Eaton)

C. Approve policies for 1st read

- 1. GBGA – COVID-19 Vaccination, Testing and Face Covering

Motion: Morgan Hynd Second: Erik Amundsen Vote: 692-184-0
(Randy Kassa, Brooke Simmons, Melvin Williams)

- 2. IJJ – Selection of Educational Materials

Motion: Matthew Speno Second: Sandra O’Farrell Vote: 619-257-0
(Randy Kassa, Brooke Simmons, Jeannette Wheeler, Melvin Williams)

- 3. JKAA – Use of Physical Restraint and Seclusion

- 4. JKAA-R – Use of Physical Restraint and Seclusion Procedure

Motion: Mathew Speno Second: Brooke Simmons Vote: 803-73-0
(Melvin Williams)

VIII. Executive Session 1 M.R.S. §405(6)(C) Personnel

Motion: Melvin Williams Second: Sandra O’Farrell Vote: 876-0-0
Time In: 8:34 p.m. Time Out: 8:38 p.m.
Action as a result of Executive Session -none

IX. Executive Session 1 M.R.S. §405(6)(D) Negotiations with MVEA

Motion: Sandra O’Farrell Second: Erik Amundsen Vote: 876-0-0
Time In: 8:40 p.m. Time Out: 8:46 p.m.

Action as a result of Executive Session -approve adding van drivers and transportation aides to the support staff contract

Motion: Bob Williams Second: Morgan Hynd Vote: 876-0-0

X. Executive Session 1 M.R.S. §405(6)(D) Negotiations with Administrator Group

Motion: Guy Bourrie Second: Sandra O’Farrell Vote: 876-0-0
Time In: 8:49 p.m. Time Out: 9:07

Action as a result of Executive Session - none

XI. Approve extending the meeting beyond 9:30 p.m.

Motion: Emily Trask-Eaton Second: Morgan Hynd

Vote: 821-0-0
(Bob Williams left room)

XII. Executive Session 1 M.R.S. §405(6)(A) Superintendent Evaluation

Motion: Guy Bourrie

Second: Sandra O'Farrell

Vote: 876-0-0

Time In: 9:10 p.m.

Time Out: 9:52 p.m.

Action as a result of Executive Session - none

XIII. Committee Meetings

A. Policy - January 6th @ 5:30 p.m. - Central Office

XIV. Board Meeting - January 6th @ 7:00 p.m. - Central Office

XV. Region 8 Board Meeting - January 26th @ 7:00 p.m. - Region 8

XVI. Adjourn: 9:53 p.m.

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly. The public and district employees are encouraged to attend Board meetings. A time for comments by visitors at Board meetings will be scheduled on the Board's agenda. Public input is welcomed but the Board Chair may limit discussion.

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207.785.2277

Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

To: Members of the Board of Directors
From: Steve Nolan
Date: January 3, 2022
Subject: Board Agenda for January 6, 2022

- I. Call to Order
- II. Consent Agenda
- III. Superintendent and/or Chair Reports
 - A. Superintendent's Report



1. Resignations:
 - Ashley Rideout - Food Service - Medomak Valley High School
2. Covid-19 Update
 - [Guidance for COVID-19 Prevention in K-12 Schools](#)
 - [Standard Operating Procedure for Investigation of COVID-19 in Pre-K-12 Schools](#)
 - [RSU 40 COVID-19 Notifications](#)
 - [COVID-19 Integrated County View](#)
 - [COVID-19 Vaccination Rates by Zip Code](#)
 - [COVID-19 Vaccination Rates for Youth by SAU](#)
 - [COVID-19 Vaccination Rates for School Staff](#)
 - U.S. Department of Labor OSHA [Emergency Temporary Standard](#)

- IV. Reports from Schools
- V. Audience with the Public
- VI. Action Items
 - A. Approve teacher nomination

You will be asked to approve a teacher nomination. Please review the new hire information included in this Board packet.

- B. Approve the Return to Play after COVID-19 Infection protocol for student athletes

You will be asked to approve the Return to Play after COVID-19 Infection protocol for student athletes. This document is included in this packet for review.

- C. Approve a donation valued at over \$1,000 from the Union Lodge 31, Ancient Free and Accepted Masons to Union Elementary School

You will be asked to approve a donation valued at over \$1,000 to Union Elementary School.

- D. Approve policies for 2nd read

You will be asked to approve policies for 2nd read. Updated *Policy GBGA – COVID-19 Vaccination, Testing and Face Covering* is included in this Board packet for review. The remaining policies were included in the previous Board packet.

VII. Committee Meetings

VIII. RSU 40 Board Meeting

IX. Region 8 Board Meeting

X. Adjourn

| Regional School Unit 40 | | | | | | | |
|----------------------------------------|-------------------|------------------|-------------------|-------------------|-----------------------|-------------------|-----------------------------------------|
| Financials - General Fund | | | | | | | |
| Month Ending November 30, 2021 | | | | | | | |
| | | | | | | | Percent of Fiscal Year Remaining: 58.3% |
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Revised Amt Remaining | Percent Remaining | Comments |
| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | |
| REVENUES | | | | | | | |
| Miscellaneous | | | | | | | |
| Tuition-Regular | 169,000 | 43,409 | 43,409 | - | 125,591 | 74% | |
| Tuition-Special Education | 266,000 | 1,937 | 7,617 | - | 258,383 | 97% | |
| Interest and Miscellaneous | 41,000 | 392 | 17,434 | - | 23,566 | 57% | |
| State Agency Clients | 66,000 | - | - | - | 66,000 | 100% | |
| MaineCare Reimbursement | 275,301 | 3,831 | 21,392 | - | 253,909 | 92% | |
| Fund Balance | 1,147,842 | - | - | | 1,147,842 | 100% | |
| State Subsidy | 12,009,525 | 993,780 | 4,994,586 | - | 7,014,939 | 58% | |
| Assessments | | | | | | | |
| Waldoboro | 5,912,645 | 492,721 | 2,463,602 | - | 3,449,043 | 58% | |
| Washington | 1,758,923 | 146,577 | 732,885 | - | 1,026,038 | 58% | |
| Union | 2,505,810 | 208,818 | 1,044,088 | - | 1,461,723 | 58% | |
| Warren | 4,734,766 | 394,564 | 1,972,819 | - | 2,761,947 | 58% | |
| Friendship | 2,051,552 | 170,963 | 854,813 | - | 1,196,739 | 58% | |
| Total General Fund Revenues | 30,938,364 | 2,456,992 | 12,152,644 | - | 18,785,719 | 61% | |
| EXPENDITURES | | | | | | | |
| Article 1 - Regular Instruction | 11,534,651 | 876,215 | 3,022,464 | 7,660,572 | 851,616 | 7% | |
| K through Grade 12 | 10,779,261 | 818,750 | 2,834,702 | 7,170,077 | 774,482 | 7% | |
| Medomak Middle | 1,713,050 | 132,346 | 444,217 | 1,112,453 | 156,380 | 9% | |
| Miller | 1,844,181 | 145,348 | 483,185 | 1,231,547 | 129,449 | 7% | |
| Prescott Memorial | 772,602 | 58,764 | 213,889 | 526,493 | 32,220 | 4% | |
| Union Elementary | 758,590 | 57,738 | 204,372 | 518,252 | 35,966 | 5% | |
| Warren Community | 1,982,779 | 152,222 | 536,285 | 1,365,958 | 80,535 | 4% | |
| Friendship Village | 720,452 | 56,034 | 196,475 | 485,845 | 38,132 | 5% | |
| Medomak Valley | 2,987,607 | 216,297 | 756,278 | 1,929,528 | 301,801 | 10% | |
| Field Trips | 13,975 | 2,081 | 2,497 | - | 11,478 | 82% | |
| Medomak Middle | 2,500 | 896 | 1,175 | - | 1,325 | 53% | |
| Miller | 1,750 | 674 | 763 | - | 987 | 56% | |
| Prescott Memorial | 750 | - | 49 | - | 701 | 93% | |
| Union Elementary | 750 | - | - | - | 750 | 100% | |

| Regional School Unit 40 | | | | | | | |
|--------------------------------------|------------------|----------------|------------------|-------------------|-----------------------|-------------------|-----------------------------------------|
| Financials - General Fund | | | | | | | |
| Month Ending November 30, 2021 | | | | | | | |
| | | | | | | | Percent of Fiscal Year Remaining: 58.3% |
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Revised Amt Remaining | Percent Remaining | Comments |
| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | |
| Warren Community | 2,000 | 511 | 511 | - | 1,490 | 74% | |
| Friendship Village | 1,225 | - | - | - | 1,225 | 100% | |
| Medomak Valley | 5,000 | - | - | - | 5,000 | 100% | |
| Pre-Kindergarten | 252,063 | 19,830 | 64,916 | 174,733 | 12,414 | 5% | |
| Miller | 77,998 | 6,283 | 20,159 | 53,324 | 4,515 | 6% | |
| Union Elementary | 83,735 | 6,268 | 21,550 | 59,082 | 3,103 | 4% | |
| Warren Community | 90,330 | 7,279 | 23,207 | 62,326 | 4,796 | 5% | |
| English Learners | 40,200 | 2,249 | 7,371 | 18,746 | 14,083 | 35% | |
| Alternative Education | 307,181 | 21,114 | 73,629 | 199,253 | 34,298 | 11% | |
| Gifted and Talented | 141,972 | 12,192 | 39,348 | 97,764 | 4,860 | 3% | |
| Article 2 - Special Education | 6,648,928 | 488,033 | 1,741,216 | 4,193,094 | 714,618 | 11% | |
| Regular Placement | 48,067 | 660 | 900 | 39,340 | 7,827 | 16% | |
| Resource Room Placement | 1,506,241 | 92,111 | 316,417 | 798,496 | 391,329 | 26% | |
| Medomak Middle | 297,891 | 16,163 | 63,381 | 169,276 | 65,234 | 22% | |
| Miller | 234,519 | 13,641 | 45,618 | 74,768 | 114,133 | 49% | |
| Prescott Memorial | 118,117 | 2,214 | 7,920 | 20,795 | 89,403 | 76% | |
| Union Elementary | 112,679 | 5,714 | 18,967 | 51,751 | 41,961 | 37% | |
| Warren Community | 232,142 | 16,697 | 56,821 | 156,138 | 19,182 | 8% | |
| Friendship Village | 64,516 | 2,410 | 8,035 | 20,795 | 35,686 | 55% | |
| Medomak Valley | 446,377 | 35,272 | 115,674 | 304,972 | 25,730 | 6% | |
| Self-Contained Placement | 3,598,463 | 293,647 | 1,008,138 | 2,568,595 | 21,730 | 1% | |
| Medomak Middle | 792,782 | 68,893 | 229,818 | 562,964 | 0 | 0% | |
| Miller | 1,172,539 | 90,268 | 318,307 | 854,231 | 0 | 0% | |
| Warren Community | 718,431 | 59,146 | 193,110 | 525,322 | 0 | 0% | |
| Medomak Valley | 914,710 | 75,341 | 266,903 | 626,077 | 21,730 | 2% | |
| Field Trips | 4,170 | - | - | - | 4,170 | 100% | |
| Medomak Middle | 523 | - | - | - | 523 | 100% | |
| Miller | 2,997 | - | - | - | 2,997 | 100% | |
| Warren Community | 100 | - | - | - | 100 | 100% | |
| Medomak Valley | 550 | - | - | - | 550 | 100% | |

| Regional School Unit 40 | | | | | | | |
|------------------------------------------------|------------------|----------------|-----------------|-------------------|-----------------------|-------------------|-----------------------------------------|
| Financials - General Fund | | | | | | | |
| Month Ending November 30, 2021 | | | | | | | |
| | | | | | | | Percent of Fiscal Year Remaining: 58.3% |
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Revised Amt Remaining | Percent Remaining | Comments |
| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | |
| Homebound/Hospital | 6,500 | 513.76 | 602.21 | - | 5,898 | 91% | |
| Social Worker Services | 448,773 | 38,950 | 118,820 | 324,276 | 5,677 | 1% | |
| Psychological Services | 188,812 | 20,848 | 63,516 | 135,134 | (9,837) | -5% | |
| Speech Pathology | 90,122 | 8,134 | 27,122 | 64,037 | (1,038) | -1% | |
| Occupational Therapist | 26,300 | 0 | 0 | 0 | 26,300 | 100% | |
| Physical Therapy | 105,000 | 7,626 | 22,134 | 82,866 | 0 | 0% | |
| Extended School Year | 45,567 | 0 | 45,757 | 0 | (190) | 0% | |
| Administration | 580,914 | 25,543 | 137,811 | 180,351 | 262,752 | 45% | |
| Article 3 - CTE Assessment | 72,251 | 6,021 | 36,126 | - | 36,126 | 50% | |
| Article 4 - Other Instruction | 560,970 | 75,051 | 180,779 | 120,629 | 259,562 | 46% | |
| Co-Curricular | 90,987 | 7,085 | 22,126 | 21,572 | 47,288 | 52% | |
| Elementary | 14,290 | 654 | 1,028 | 6,223 | 7,039 | 49% | |
| Secondary | 76,697 | 6,432 | 21,098 | 15,349 | 40,249 | | |
| Extra-Curricular | 468,730 | 67,966 | 157,385 | 99,057 | 212,289 | 45% | |
| Elementary | 141,442 | 11,365 | 34,392 | 35,481 | 71,569 | 51% | |
| Secondary | 327,288 | 56,600 | 122,992 | 63,576 | 140,720 | 43% | |
| Other - Summer School | 1,253 | - | 1,268 | - | (15) | -1% | |
| Article 5 - Student & Staff Support | 2,552,044 | 213,693 | 825,991 | 1,467,571 | 258,482 | 10% | |
| Guidance Services | 660,546 | 43,488 | 150,831 | 369,003 | 140,712 | 21% | |
| Medomak Middle | 79,228 | 6,023 | 20,820 | 56,688 | 1,720 | 2% | |
| Miller | 98,935 | 7,198 | 24,862 | 67,699 | 6,373 | 6% | |
| Prescott Memorial | 30,743 | 0 | 0 | 0 | 30,743 | 100% | |
| Union Elementary | 36,499 | 2,714 | 9,058 | 24,029 | 3,412 | 9% | |
| Warren Community | 45,872 | 3,507 | 12,299 | 33,269 | 304 | 1% | |
| Friendship Village | 35,965 | 2,714 | 9,058 | 24,029 | 2,878 | 8% | |
| Medomak Valley | 333,305 | 21,333 | 74,733 | 163,289 | 95,283 | 29% | |
| Health Services | 435,307 | 36,484 | 125,287 | 298,639 | 11,381 | 3% | |
| Instructional Technology | 589,461 | 68,768 | 337,407 | 252,054 | 0 | 0% | |
| Other Student Support Services | 2,070 | - | - | - | 2,070 | 100% | |
| Improvement of Instruction | 447,881 | 31,219 | 109,706 | 288,473 | 49,702 | 11% | |

Regional School Unit 40

Financials - General Fund

Month Ending November 30, 2021

| | | | | | | | Percent of Fiscal Year Remaining: | 58.3% |
|------------------------------------------|------------------|----------------|-----------------|-------------------|-----------------------|-------------------|-----------------------------------|-------|
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Revised Amt Remaining | Percent Remaining | Comments | |
| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | | |
| Miller School | 88,868 | 6,906 | 23,276 | 64,657 | 935 | 1% | | |
| Prescott Memorial | 62,764 | 4,852 | 16,585 | 45,608 | 571 | 1% | | |
| Union Elementary | 106,007 | 7,886 | 26,879 | 74,074 | 5,053 | 5% | | |
| Warren Community | 101,924 | 7,892 | 26,898 | 74,059 | 967 | 1% | | |
| Friendship Village | 41,025 | 3,189 | 10,751 | 29,859 | 414 | 1% | | |
| District-Wide | 47,294 | 495 | 5,317 | 216 | 41,761 | 88% | | |
| Library Services | 392,280 | 33,733 | 102,761 | 259,402 | 30,117 | 8% | | |
| Medomak Middle | 38,564 | 3,666 | 10,293 | 25,678 | 2,593 | 7% | | |
| Miller | 46,273 | 4,034 | 12,229 | 31,791 | 2,254 | 5% | | |
| Prescott Memorial | 54,523 | 5,050 | 13,708 | 35,560 | 5,255 | 10% | | |
| Union Elementary | 37,696 | 3,853 | 10,845 | 27,614 | (763) | -2% | | |
| Warren Community | 41,724 | 3,255 | 10,835 | 27,007 | 3,882 | 9% | | |
| Friendship Village | 41,999 | 3,651 | 11,027 | 29,545 | 1,427 | 3% | | |
| Medomak Valley | 131,500 | 10,222 | 33,824 | 82,207 | 15,469 | 12% | | |
| Student Assessment | 24,500 | - | - | - | 24,500 | 100% | | |
| Article 6 - System Administration | 975,367 | 64,458 | 375,881 | 415,967 | 183,519 | 19% | | |
| Board of Directors | 113,313 | 5,277 | 41,145 | 0 | 72,168 | 64% | | |
| Superintendent's Office | 513,072 | 33,142 | 182,270 | 247,358 | 83,444 | 16% | | |
| Business Office | 348,981 | 26,039 | 152,466 | 168,608 | 27,907 | 8% | | |
| Article 7 - School Administration | 1,905,443 | 154,097 | 752,437 | 1,099,711 | 53,295 | 3% | | |
| Medomak Middle | 353,989 | 32,112 | 141,318 | 193,601 | 19,070 | 5% | | |
| Miller | 323,831 | 27,033 | 129,132 | 190,390 | 4,309 | 1% | | |
| Prescott Memorial | 107,506 | 8,594 | 40,132 | 63,312 | 4,062 | 4% | | |
| Union Elementary | 113,115 | 9,570 | 56,947 | 56,168 | 0 | 0% | | |
| Warren Community | 347,340 | 25,306 | 131,407 | 203,956 | 11,977 | 3% | | |
| Friendship Village | 120,525 | 9,713 | 41,914 | 78,610 | 0 | 0% | | |
| Medomak Valley | 539,138 | 41,770 | 211,587 | 313,675 | 13,876 | 3% | | |
| Article 8 - Transportation | 2,248,262 | 152,838 | 727,893 | 810,730 | 709,639 | 32% | | |
| Student Transportation | 1,899,043 | 129,527 | 658,090 | 720,416 | 520,538 | 27% | | |
| Out-of-District Transportation | 313,242 | 21,902 | 66,138 | 82,137 | 164,967 | 53% | | |
| Vocational Transportation | 12,577 | 1,409 | 3,666 | 8,177 | 734 | 6% | | |

| Regional School Unit 40 | | | | | | | |
|-------------------------------------------|-------------------|------------------|------------------|-------------------|-----------------------|-----------------------------------|----------|
| Financials - General Fund | | | | | | | |
| Month Ending November 30, 2021 | | | | | | | |
| | | | | | | Percent of Fiscal Year Remaining: | 58.3% |
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| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | |
| Homeless Transportation | 23,400 | - | - | - | 23,400 | 100% | |
| Article 9 - Facilities/Maintenance | 3,041,367 | 161,378 | 1,151,259 | 740,659 | 1,149,449 | 38% | |
| Custodial Care | 1,800,649 | 113,532 | 615,739 | 558,274 | 626,636 | 35% | |
| Medomak Middle | 293,930 | 18,314 | 106,756 | 100,496 | 86,679 | 29% | |
| Miller | 271,698 | 19,961 | 96,533 | 95,658 | 79,507 | 29% | |
| Prescott Memorial | 111,039 | 6,908 | 37,139 | 32,984 | 40,916 | 37% | |
| Union Elementary | 161,758 | 10,406 | 57,183 | 38,637 | 65,938 | 41% | |
| Warren Community | 315,341 | 19,232 | 95,392 | 88,951 | 130,998 | 42% | |
| Friendship Village | 107,192 | 7,099 | 37,887 | 37,584 | 31,720 | 30% | |
| Medomak Valley | 539,691 | 31,611 | 184,849 | 163,963 | 190,879 | 35% | |
| Maintenance of Buildings | 826,673 | 31,308 | 339,731 | 140,045 | 346,898 | 42% | |
| Medomak Middle | 62,367 | 1,723 | 31,120 | - | 31,247 | 50% | |
| Miller | 56,639 | 325 | 32,353 | - | 24,286 | 43% | |
| Prescott Memorial | 56,113 | 712 | 21,746 | - | 34,367 | 61% | |
| Union Elementary | 52,300 | 857 | 21,898 | | 30,402 | 58% | |
| Warren Community | 60,870 | 886 | 29,808 | | 31,062 | 51% | |
| Friendship Village | 30,460 | 360 | 19,547 | | 10,913 | 36% | |
| Medomak Valley | 117,125 | 1,335 | 51,463 | | 65,662 | 56% | |
| District-wide | 354,702 | 22,640 | 116,415 | 127,047 | 111,239 | 31% | |
| Central Office | 36,098 | 2,470 | 15,380 | 12,998 | 7,720 | 21% | |
| Care and Upkeep of Grounds | 93,480 | 10,580 | 8,330 | 42,340 | 42,810 | 46% | |
| Security | 40,500 | 5,958 | 5,958 | - | 34,542 | 85% | |
| Capital Renewal & Renovation | 280,064 | - | 181,502 | - | 98,562 | 35% | |
| Article 10 - Debt Service | 1,399,083 | 50,228 | 390,746 | - | 1,008,337 | 72% | |
| Article 11 - All Other | - | - | - | - | - | 0% | |
| Total General Fund Expenditures | 30,938,366 | 2,242,012 | 9,204,792 | 16,508,932 | 5,224,641 | 17% | |

| Regional School Unit 40 | | | | | | | |
|---------------------------------------------------------|----------------|----------------|-----------------|-------------------|------------------|-------------------|---------------------------------------|
| Financials - Adult Education | | | | | | | |
| Month Ending November 30, 2021 | | | | | | | |
| | | | | | | | Percent of Fiscal Year Remaining: 58% |
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Amount Remaining | Percent Remaining | Comments |
| | 7/1/2021 - | 11/01/21 | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | 7/1/2021 - | |
| | 6/30/2022 | 11/30/21 | 6/30/2022 | 6/30/2022 | 6/30/2022 | 6/30/2022 | |
| REVENUES | | | | | | | |
| Miscellaneous | | - | 80 | | | | |
| Grant Revenue | | | | | | | |
| Maine Career and College Access Grant (MCCA) | | - | | | - | | |
| Adult Education and Family Federal Literacy Act (AEFLA) | | | | | - | | |
| State Subsidy | 47,559 | - | | | 47,559 | 100% | |
| RSU12 position | 29,130 | - | | | 29,130 | 100% | |
| Assessments | | | | | | | |
| Waldoboro | 17,427 | 1,452 | 7,261 | | 10,166 | 58% | |
| Washington | 5,184 | 432 | 2,160 | | 3,024 | 58% | |
| Union | 7,386 | 616 | 3,078 | | 4,309 | 58% | |
| Warren | 13,956 | 1,163 | 5,815 | | 8,141 | 58% | |
| Friendship | 6,047 | 504 | 2,520 | | 3,527 | 58% | |
| Total Adult Education Revenues | 126,689 | 4,167 | 20,833 | - | 105,856 | 84% | |
| EXPENDITURES | | | | | | | |
| Administration | 116,836 | 14,478 | 34,010 | 47,328 | 35,498 | 30% | |
| College Transitions Program | 3,801 | - | - | - | 3,801 | 100% | |
| High School Completion/GED | 4,350 | 31 | 31 | - | 4,319 | 99% | |
| Total Adult Education Expenditures | 124,987 | 14,508 | 34,041 | 47,328 | 43,618 | 35% | |
| Adult Ed Enrichment | | | | | | | |
| Revenues | 15,000 | 600 | 2,970 | | 12,030 | 80% | |
| Expenses | 15,000 | 374 | 1,199 | - | 13,801 | 92% | |
| Variance | - | 226 | 1,771 | - | (1,771) | (0) | |

Regional School Unit 40
Financials - Food Service
Month Ending November 30, 2021

| Percent of Fiscal Year Remaining: 58% | | | | | | | |
|-------------------------------------------------|----------------------|-------------------|----------------------|----------------------|----------------------|----------------------|--------------------------------|
| Article / Description | Revised Budget | Current Period | Reported Period | Encumbered Amount | Amount Remaining | Percent Remaining | Comments |
| | 7/1/2021 - 6/30/2022 | 11/01/21 11/30/21 | 7/1/2021 - 6/30/2022 | 7/1/2021 - 6/30/2022 | 7/1/2021 - 6/30/2022 | 7/1/2021 - 6/30/2022 | |
| | REVENUES | | | | | | |
| Vending & Miscellaneous | 10,225 | - | 5,447 | - | 4,778 | 46.7% | |
| Local Share - Waldoboro | 43,928 | 3,631 | 18,303 | - | 25,625 | 58.3% | |
| Local Share - Washington | 12,768 | 1,080 | 5,320 | - | 7,448 | 58.3% | |
| Local Share - Union | 18,531 | 1,539 | 7,721 | - | 10,810 | 58.3% | |
| Local Share - Warren | 34,485 | 2,907 | 14,369 | - | 20,116 | 58.3% | |
| Local Share - Friendship | 15,289 | 1,260 | 6,370 | - | 8,919 | 58.3% | |
| State Reimbursement | 874,585 | 102,040 | 181,001 | - | 693,584 | 79.3% | |
| Reimbursable Meals | | | | | | | |
| Medomak Middle School | 3,500 | 205 | 550 | - | 2,950 | 84.3% | |
| Miller School | 2,000 | 679 | 1,075 | - | 925 | 46.3% | |
| Prescott Memorial School | 1,000 | 83 | 416 | - | 584 | 58.4% | |
| Union Elementary School | 2,000 | 70 | 449 | - | 1,551 | 77.6% | |
| Warren Community School | 2,000 | 98 | 546 | - | 1,454 | 72.7% | |
| Friendship Village School | 1,000 | - | 352 | - | 648 | 64.8% | |
| Medomak Valley High School | 5,224 | 476 | 1,561 | - | 3,663 | 70.1% | |
| Total Food Service Revenues | 1,026,535 | 114,068 | 243,481 | - | 783,054 | 76.3% | |
| EXPENDITURES | | | | | | | |
| Medomak Middle School | 160,203 | 15,484 | 48,793 | 67,542 | 43,868 | 27.4% | |
| Miller School | 174,780 | 19,199 | 57,907 | 66,733 | 50,140 | 28.7% | |
| Prescott Memorial School | 67,023 | 7,996 | 24,519 | 31,686 | 10,818 | 16.1% | |
| Union Elementary School | 86,317 | 11,301 | 28,621 | 28,764 | 28,932 | 33.5% | |
| Warren Community School | 150,354 | 15,945 | 44,765 | 60,124 | 45,464 | 30.2% | |
| Friendship Village School | 52,203 | 9,193 | 22,070 | 24,848 | 5,285 | 10.1% | |
| Medomak Valley High School | 241,542 | 16,565 | 56,064 | 76,969 | 108,509 | 44.9% | |
| Administration | 94,113 | 6,374 | 34,115 | 51,875 | 8,123 | 8.6% | |
| Fresh Fruits & Vegetables* | 0 | 1,875 | 3,863 | - | (3,863) | #DIV/0! | |
| COVID19 Food & Non-Food | 0 | | | - | 0 | #DIV/0! | moved to be included by school |
| Total Food Service Expenditures | 1,026,535 | 103,932 | 320,718 | 408,541.24 | 297,276 | 29.0% | |
| * Grant that is included in State Reimbursement | | | | | | | |

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Steve Nolan, Superintendent

Karen Pike, Business Manager

Christina Wotton, Assistant Superintendent

Karen Brackett, Director of Special Services

To: Members of the Board of Directors

From: Christina M. Wotton

Date: December 30, 2021

Subject: Board Report from Assistant Superintendent

Staff Updates/Information - Karina Decker is one of our Gifted and Talented Teachers who had a chance to push into some classrooms and share knowledge in December. Here is some information from her about her experience:

“Over the past two weeks, I was able to be a guest teacher in 21 classrooms to host an Hour of Code and introduce students to coding and programming. We used ladybug robots in grades K-2 for a hands-on approach. Students in grade 2 also had some time to explore coding on their tablets with "The Foos", a basic block coding app. Students in grades 3-6 used Code.org to explore coding for an hour. Students used teamwork, problem solving skills, and patience while coding. Many teachers commented that they had never seen their students so focused. Another teacher noticed how her "lower" students were able to catch on to coding faster than some of her "higher" students, which was a major confidence boost for those who often struggle to keep up with their peers. The 5th grade students at Miller wrote wonderful thank you cards. In them they mentioned how it was a fun challenge, and every one of them asked to do it again. Teachers joined the coding fun and have all expressed interest in continuing to practice in their classrooms. It is so important to expose students to coding, programming, and computer science as early as possible. They catch on quickly and learn skills that can be carried over to a variety of areas. Perhaps the most positive thing to come from coding is watching students struggle with a problem and persevere in solving it. "Coders don't get angry. They get crafty."

I would like to thank the following teachers for welcoming me into their classrooms:

- Miller: Mindy Kebles-K, Natalie Hutchinson-1, Caitlyn Raye-2, Pam Stuart-2, Andrea Hamalainen-2, Nancy Farrin-3, Lindsay Jones-3, Jenna Mattes-4, Liz Janczura-4, Sarah Street-5 (all three classes), Edie Berger-6, Allison Cooke-6 (two classes)
- Friendship: Kim Watson-1, Sue Hoxie-2, Esther Chamberlain-3, Ann Allen-4, Gigi Hynd-5, and Marilee Harris-6.” (Decker, 2021)

THANK YOU KARINA for all your efforts in teaching our students about coding!



New Teacher Orientation - Day 2

- December 8th we hosted all our new teachers at the central office for support in their careers in RSU 40.
 - [New Teacher Orientation - Day 2 Agenda](#)
 - [New Teacher Orientation - Day 2 Feedback](#)
 - Thank you to the following for your support in making our day a success
 - All 14 of our new teachers
 - Fallyn Adams, 5th/6th grade teacher at Union Elementary School
 - Zachary Melvin, Math Teacher at Medomak Valley High School
 - Linda Trenholm, Technology Director
 - Angela Arteaga, District Mental Health Coordinator
 - Karen Brackett, Director of Special Services
 - Casey Lufkin, Director of Special Services
 - Steve Nolan, Superintendent
 - Karen Overlock, Administrative Assistant
 - DeeAnn Vigue, Substitute at Central Office

Other Information

- Pre-K Expansion Grant
 - Sad news, we were not one of the recipients of the Pre-K expansion grant through the Maine Department of Education.

**RSU 40 Adult Education
320 Manktown Road
Waldoboro, Maine 04572
832-5205/fax 832-2280**

**Administrator's Monthly Report
Completed by Kayla Sikora, M.Ed., Director of Adult Education**

January 6, 2022

Staff Updates/ Program Updates/Information:

Happy New Year! I am looking forward to our spring semester. We had a great turn out for enrichment classes this past fall and I'm hoping our spring semester will be even better. We are just finishing up our Spring 2022 brochure and it will be mailed to residents the first week in February. Keep an eye out for new and exciting course offerings!

Student Updates/Information:

Our HiSET/academic programming is going well. We have many students signed up and working with us to complete their High School Equivalency. I expect that our enrollments will continue to grow throughout the spring semester. I have open communication with the high school principals and guidance counselors. We work well as a team and are providing proper guidance to students who seek an alternative pathway to complete their high school career.

Our College Transitions program has an exciting opportunity for past and current students. Adult education has teamed up with the community college system and we are able to offer adult education students (who qualify) one community college course free of charge. We are very excited for this new partnership and the opportunity for our adult education students.

REGIONAL SCHOOL UNIT 40

Friendship ☒ Union ☒ Waldoboro ☒ Warren ☒ Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Karen M. Brackett, Director
Casey Lufkin, Assistant Director
Office of Special Services

December 28, 2021

Student Updates/Information:

As we start to gear up for budget season, I wanted to share some information with you as to our numbers in special education.

*Since the beginning of the school year we have had 47 students move into the district with identified special education needs.

*Since the beginning of the school year we have had 31 students move out of the district that had identified special education needs.

*As of the writing of this report, we currently have 408 students identified for special education out of our total population of 1814. Our special education population accounts for 22% of our total population.

For another reference on how the special education numbers fluctuate constantly, I will share with you our October 1st enrollments from the last 5 years.

*For school year 2021-2022 the October 1st enrollment was 409 students

*For school year 2020-2021 the October 1st enrollment was 388 students

*For school year 2019-2020 the October 1st enrollment was 429 students

*For school year 2018-2019 the October 1st enrollment was 427 students

*For school year 2017-2018 the October 1st enrollment was 414 students

Our preliminary numbers of special education students coming to kindergarten in September 2022 from Child Development Services with identified special education needs is currently 16 students.

RSU 40 New Hire and Change of Status
Professional Staff

Date: 12/3/2021

Administrator: Scott White

Effective date: 1/7/2022

Employee name: Devon Snell

Position: Pre K Teacher

Type of Change: Change in Position

FTE: 1

Replacing: Greta Luellen

School: Union Elementary

Department: Regular Instruction

Certification: Emergency

Type of certification: 081 Early Childhood (Pre-K)

Highest degree: Associates

Year: 1

Salary Amount: \$40,867 prorated based on start date

Funding source: 10000-1121-1000-51010-040

References checked by: Scott White

Business Manager Approval: _____

Superintendent Approval: _____

Met with Superintendent: January 4, 2022

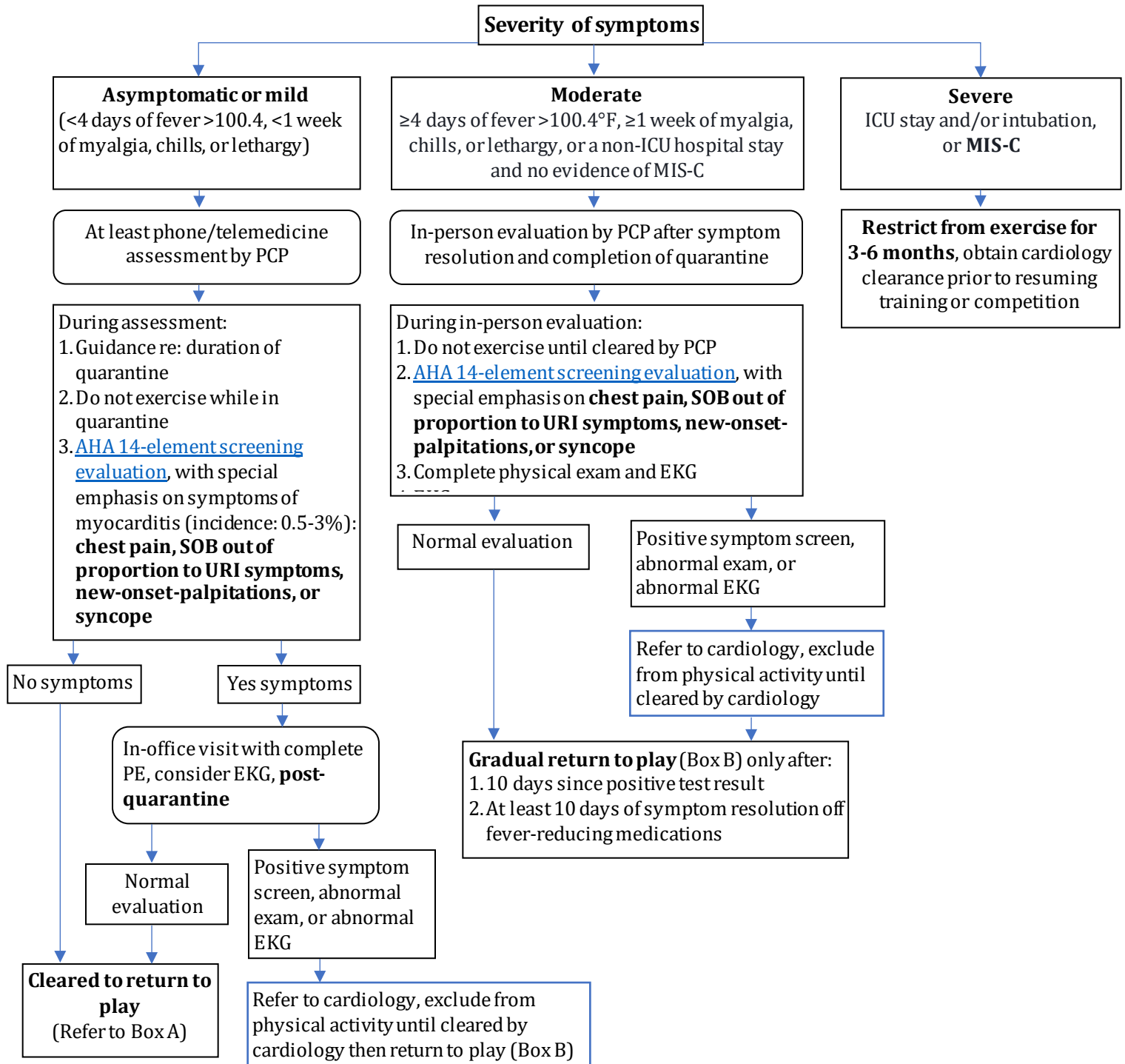
Scheduled for Board Approval: January 6, 2022

Return to play after COVID-19 infection

Adapted from the *AAP COVID-19 Interim Guidance: Return to Sports and Physical Activity* by Anna Zuckerman, MD, FAAP and Jonathan Flyer, MD, FAAP, FACC.

Healthcare professionals are likely to encounter many questions about the safety of participation in school sports during the pandemic, as well as the need to clear athletes to return to play after COVID-19 infection. For detailed guidance, please refer to the [AAP COVID-19 Interim Guidance: Return to Sports and Physical Activity](#).

Additionally, please find a chart below that summarizes the guidance regarding clearing athletes to return to play:



Additional note: if the patient has already advanced back to physical activity on their own and is without abnormal cardiovascular signs/symptoms, then no further evaluation is necessary. COVID-19 disease history should be documented.

Abbreviations: PCP: primary care physician; SOB: shortness of breath; URI: upper respiratory infection; PE: physical exam; EKG: electrocardiogram; MIS-C: multisystem inflammatory syndrome in children.

Return to play after COVID-19 infection (continued)

BOX A: Additional Guidance on Returning to Play

When should children and adolescents return to play?

- 1) Completed quarantine and minimum amount of symptom free time has passed
- 2) Can perform all activities of daily living
- 3) No concerning signs/symptoms

At what pace should children and adolescents return to play?

- 4) <12yo: progress according to own tolerance
- 5) 12+: gradual return to physical activity (Box B); should be done over a 7-day minimum and may extend duration for children with moderate symptoms

When should children and adolescents pause return to play?

- If patient develops any chest pain, SOB out of proportion to URI infection, new-onset palpitations, or syncope when returning to exercise, immediately stop and go to PCP for in-person exam

BOX B: Gradual Return to Play

(Adapted from Elliott N, et al, infographic, British Journal of Sports Medicine, 2020; copied from AAP Policy statement)

Stage 1: Day 1 and Day 2 – (2 Days Minimum) – 15 minutes or less: Light activity (walking, jogging, stationary bike), intensity no greater than 70% of maximum heart rate. NO resistance training.

Stage 2: Day 3 – (1 Day Minimum) – 30 minutes or less: Add simple movement activities (eg. running drills) – intensity no greater than 80% of maximum heart rate.

Stage 3: Day 4 – (1 Day Minimum) – 45 minutes or less: Progress to more complex training – intensity no greater than 80% maximum heart rate. May add light resistance training.

Stage 4: Day 5 and Day 6 – 2 Days Minimum) – 60 minutes: Normal training activity – intensity no greater than 80% maximum heart rate.

Stage 5: Day 7 – Return to full activity/participation (ie, contests/competitions).

COVID-19 Vaccination, Testing and Face Covering Policy Template

The OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing generally requires covered employers to establish, implement, and enforce a written mandatory vaccination policy (29 CFR 1910.501(d)(1)). However, there is an exemption from that requirement for employers that establish, implement, and enforce a written policy allowing any employee not subject to a mandatory vaccination policy to either choose to be fully vaccinated against COVID-19 or provide proof of regular testing for COVID-19 and wear a face covering in lieu of vaccination (29 CFR 1910.501(d)(2)). Employers may use this template to develop a policy that provides employees the choice of COVID-19 vaccination or regular COVID-19 testing and face covering use. Employers using this template will need to customize areas marked with blue text and modify (change, add, or remove sections of) this document to accurately represent their policies. Text that is italicized is sample language employers may use when developing their policies; however, that text is not comprehensive and not all of that text will be applicable to all workplaces. Employers will need to add to or revise the italicized text to ensure the final policy matches the specific procedures that will be implemented in their workplaces. Lastly, employers using this template should consider incorporating their policies and procedures for non-employees (e.g., visitors, customers) and for employees of other employers (e.g., contractor employees).

~~[Employer name]'s Vaccination, Testing, and Face Covering Policy~~

Purpose:

Vaccination is a vital tool to reduce the presence and severity of COVID-19 cases in the workplace, in communities, and in the nation as a whole. [Employer Name] RSU 40 encourages all employees to receive a COVID-19 vaccination to protect themselves and other employees. ~~[Consider inserting additional statements about the impact of vaccination of employees on the safety of workers' families, customers and visitors, business partners, and the community.]~~ However, should an employee choose not to be vaccinated, this policy's sections on testing and face coverings will apply. This policy complies with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501).

Scope:

This COVID-19 Policy on vaccination, testing, and face covering use applies to all employees of [Employer Name] RSU 40, ~~except for employees who do not report to a workplace where other individuals (such as coworkers or customers students) are present; employees while working from home; and employees who work exclusively outdoors. [Identify specific groups of employees or job categories, if any, that are not covered by this policy because they fall under these exceptions.]~~

All employees are encouraged to be fully vaccinated. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine with, if applicable, at least the minimum recommended interval between doses. For example, this includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as Johnson & Johnson's vaccine, or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary vaccination series. Employees who are not fully vaccinated will be required to provide proof of weekly COVID-19 testing and wear a face covering at the workplace.

~~Some employees may be required to have or obtain a COVID-19 vaccination as a term and condition of employment at [Employer Name], due to their specific job duties (e.g., public facing positions). Employees subject to mandatory vaccination requirements should follow all relevant vaccination procedures in this policy and are not given the choice to choose testing and face covering use in lieu of vaccination. [Identify specific groups of employees or job categories, if any, that are subject to a mandatory vaccination requirement.]~~

All employees are required to report their vaccination status and, if vaccinated, provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if not fully vaccinated, their testing results. Employees not in compliance with this policy will be subject to discipline up to an including dismissal.

~~[Insert additional information on potential discipline for workers who do not follow the policy (e.g., unpaid leave, termination)]~~

Employees may request an exception from vaccination requirements (if applicable) if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions in this policy for vaccination, and/or testing for COVID-19, and/or wearing a face covering conflict with a sincerely held religious belief, practice, or observance. Requests for exceptions and reasonable accommodations must be initiated by ~~[insert relevant instructions]~~ submitting a doctor's note or other appropriate documentation. All such requests will be handled in accordance with applicable laws and regulations. ~~and [insert reference(s) to the employer's applicable policies and procedures].~~

~~[Note that employers should consult other resources for information about federal laws, including the Americans with Disabilities Act (ADA) and Title VII of the Civil Rights Act of 1964, that may entitle employees to reasonable accommodations. See What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws and Vaccinations – Title VII and Religious Objections to COVID-19 Vaccine Mandates.]~~

Procedures:

Overview and General Information

Vaccination

Any ~~[Employer Name]~~ RSU 40 employee that chooses to ~~or is required to~~ be vaccinated against COVID-19 must be fully vaccinated no later than ~~[Date] December 5, 2021~~ January 10, 2022. Any employee not fully vaccinated by ~~[Date] December 5, 2021~~ January 10, 2022 will be subject to the regular testing and face covering requirements of the policy.

~~To be fully vaccinated by [Date], an employee must:~~

- ~~○ Obtain the first dose of a two-dose vaccine no later than [Date]; and the second dose no later than [Date]; or~~
- ~~○ Obtain one dose of a single dose vaccine no later than [Date].~~

Employees will be considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine ~~as stated above~~. An employee will be considered partially vaccinated if they have received only one dose of a two-dose vaccine.

~~[Describe how employees may schedule their vaccination appointments, e.g., through an on-site clinic, through their own medical provider, or with a mass vaccination clinic. Also, mention who will be maintaining this policy, e.g., human resources or a designated coordinator, and provide any other general information employees need that is not addressed in the sections below.]~~

Testing and Face Coverings

All employees who are not fully vaccinated as of ~~[Date] December 5, 2021~~ February 9, 2022 will be required to undergo regular COVID-19 testing and wear a face covering when in the workplace. Policies and procedures for testing and face coverings are described in the relevant sections of this policy.

Vaccination Status and Acceptable Forms of Proof of Vaccination

~~[This section should provide information on how the employer will comply with 29 CFR 1910.501(e) to determine each employee's vaccination status and require vaccinated employees to provide acceptable proof of vaccination.]~~

Vaccinated Employees

All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. ~~Proof of vaccination status can be submitted via [insert how employees can submit vaccination information, e.g., the employer's vaccination portal or in-person at the HR office].~~

Acceptable proof of vaccination status is:

1. The record of immunization from a health care provider or pharmacy;
2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;

4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

Proof of vaccination generally should include the employee’s name, the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) that administered the vaccine. ~~In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances [Employer name] will still accept the state immunization record as acceptable proof of vaccination.~~

If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to their vaccination status (fully vaccinated or partially vaccinated); attesting that they have lost and are otherwise unable to produce one of the other forms of acceptable proof; and including the following language:

“I declare (or certify, verify, or state) that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

An employee who attests to their vaccination status in this way should to the best of their recollection, include in their attestation the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine.

~~[Describe documentation procedures for employees who are fully vaccinated, employees who are partially vaccinated, and employees who have not yet been vaccinated.]~~

All Employees

All employees, both vaccinated and unvaccinated, must inform [\[Employer name\] RSU 40](#) of their vaccination status. The following table outlines the requirements for submitting vaccination status documentation.

| Vaccination Status | Instructions | Deadline(s) |
|-------------------------------------|--------------------------------------------------------------|-------------|
| Employees who are fully vaccinated. | Submit proof of vaccination that indicates full vaccination. | |

| | | |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series). | Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose when it is obtained. | |
| Employees who are not vaccinated. | Submit statement that you are unvaccinated, but are planning to receive a vaccination by the deadline. | |
| | Submit statement that you are unvaccinated and not planning to receive a vaccination. | |

~~[Employers can set their own internal deadlines to allow for processing. OSHA requires employers to collect all information about employee vaccination status by 30 days after publication of the ETS.]~~

Supporting COVID-19 Vaccination

~~[This section should provide information on how the employer will comply with 29 CFR 1910.501(f) and provide support for employee vaccination, including by providing up to four hours paid time at the regular rate of pay for each of their vaccination dose(s) and reasonable time and paid sick leave for recovery from side effects experienced following any vaccination dose.]~~

An employee may take up to four hours of duty time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of duty time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of duty time will be granted. Employees who take longer than four hours to get the vaccine must send [\[their supervisor\]](#) an email documenting the reason for the additional time (e.g., they may need to travel long distances to get the vaccine). Any additional time requested will be granted, if reasonable, but will not be paid; in that situation, the employee can elect to use accrued leave, e.g., sick leave, to cover the additional time. If an employee is vaccinated outside of their approved duty time they will not be compensated.

Employees may utilize up to two workdays of sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no sick leave will be granted up to two days of additional sick leave immediately following each dose if necessary.

~~The following procedures apply for requesting and granting duty time to obtain the COVID-19 vaccine or sick leave to recover from side effects:~~

~~[Describe how an employee should obtain necessary approvals, how to submit requests, how leave is being granted, etc.]~~

Employee Notification of COVID-19 and Removal from the Workplace

~~[This section should provide information on how the employer will comply with 29 CFR 1910.501(h), which provides that employers must (1) require employees to promptly notify the employer when they receive a positive COVID-19 test or are diagnosed with COVID-19; (2) immediately remove such employees from the workplace; and (3) keep those employees removed until they meet return to work criteria.]~~

[Employer Name] RSU 40 will require employees to promptly notify [their supervisor] when they have tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider.

~~[Describe how employees will communicate with the employer if they are sick or experiencing symptoms while at home or at work.]~~

~~[Describe any leave policies (e.g., sick leave, Family Medical Leave Act, other policies) that the employer will implement for employees who test positive for or are diagnosed with COVID-19.]~~

Medical Removal from the Workplace

[Employer name] RSU 40 has also implemented a policy for keeping COVID-19 positive employees from the workplace in certain circumstances. [Employer name] RSU 40 will immediately remove an employee from the workplace if they have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider (i.e., immediately send them home or to seek medical care, as appropriate).

~~[Describe the employer's policies for removing employees from the workplace and any relevant procedures for working remotely or in isolation.]~~

Return to Work Criteria

For any employee removed because they are COVID-19 positive, [Employer name] RSU 40 will keep them removed from the workplace until the employee receives a negative result on a COVID-19 nucleic acid amplification test (NAAT) following a positive result on a COVID-19 antigen test if the employee chooses to seek a NAAT test for confirmatory testing; meets the return to work criteria in CDC's "Isolation Guidance" satisfies the isolation and quarantine requirements in Maine CDC's Investigation of COVID-19 Cases in Pre-K-12 Schools Standard Operating Procedure. ; or receives a recommendation to return to work from a licensed healthcare provider.

Under CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:

- ~~• At least 10 days have passed since symptoms first appeared, and~~
- ~~• At least 24 hours have passed with no fever without fever-reducing medication, and~~
- ~~• Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).~~

If an employee has severe COVID-19 or an immune disease, [\[Employer name\] RSU 40](#) will follow the guidance of a licensed healthcare provider regarding return to work.

~~[Describe the employer's policies for employees returning to work following removal from the workplace.]~~

COVID-19 Testing

~~[This section should provide information on how the employer will comply with 29 CFR 1910.501(g) and address COVID-19 testing for employees in the workplace who are not fully vaccinated.]~~

All employees who are not fully vaccinated will be required to comply with this policy for testing.

Employees who report to the workplace at least once every seven days:

- (A) must be tested for COVID-19 at least once every seven days; and
- (B) must provide documentation of the most recent COVID-19 test result to [their supervisor] no later than the seventh day following the date on which the employee last provided a test result.

Any employee who does not report to the workplace during a period of seven or more days (e.g., if they were teleworking for two weeks prior to reporting to the workplace):

- (A) must be tested for COVID-19 within seven days prior to returning to the workplace; and
- (B) must provide documentation of that test result to [their supervisor] upon return to the workplace.

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace until they provide a test result.

Employees who have received a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis.

~~[Describe how employees can fulfill the weekly testing requirement, including where they can get tested, the required schedule for testing (this should address any differences between employees who regularly come to the workplace versus those who do not), and who will cover the costs.]~~

Employees may participate in pooled testing offered at any school or coordinate testing through their primary care provider. Home-based testing results will not be accepted.

Face Coverings

~~[This section should provide information on how the employer will comply with 29 CFR 1910.501(i), which generally requires employers to ensure that each employee who is not fully vaccinated wears a face covering when indoors and when occupying a vehicle with another person for work purposes.]~~

~~[Employer name] RSU 40~~ will require all employees who are not fully vaccinated to wear a face covering. Face coverings must: (i) completely cover the nose and mouth; (ii) be made with two or more layers of a breathable fabric that is tightly woven (i.e., fabrics that do not let light pass through when held up to a light source); (iii) be secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they should have two layers of fabric or be folded to make two layers; (iv) fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and (v) be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

Employees who are not fully vaccinated must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes. Policies and procedures for face coverings will be implemented, along with the other provisions required by OSHA's COVID-19 Vaccination and Testing ETS, as part of a multi-layered infection control approach for unvaccinated workers.

~~[Describe how employees will obtain face coverings (e.g., purchased by employer or self-provided) and instructions about when and how they should be worn or used.]~~

The following are exceptions to ~~[Employer name] RSU 40's~~ requirements for face coverings:

1. When an employee is alone in a room with floor to ceiling walls and a closed door.
2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
3. When an employee is wearing a respirator or facemask.
4. Where ~~[Employer name] RSU 40~~ has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to their job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

New Hires:

All new employees are required to comply with the vaccination, testing, and face covering requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

~~[Describe how new employees must comply with this policy, including any deadlines for submitting vaccination documentation or COVID-19 test results.]~~

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions:

Please direct any questions regarding this policy to ~~[e.g., Human Resources Department]~~.

~~This model plan is intended to provide information about OSHA's COVID-19 Emergency Temporary Standard. The Occupational Safety and Health Act requires employers to comply with safety and health standards promulgated by OSHA or by a state with an OSHA-approved state plan. However, this model plan is not itself a standard or regulation, and it creates no new legal obligations.~~

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

Curriculum Committee Meeting Thursday, November 18, 2021 Central Office 5:00 p.m.

Join by Computer: Audio and Visual
Only meet.google.com/ubi-enjt-cmn

or Join by phone: Audio
(US) +1 302-643-2539 PIN: 961 428 283#

Committee Members: Angela Robinson, Jeanette Wheeler, Erik Amundsen, Morgan Hynd, Emily Trask-Eaton, Bob Williams and Melvin Williams

Ex-Officio Members: Danny Jackson/Board Chair, Steve Nolan/Superintendent, Christina Wotton/Assistant Superintendent, Linda Pease/Principal Medomak Valley High School, and Kayla Sikora/Adult Education Director

Minutes

I. Call to Order

- A. Declaration of Quorum
- B. Note Absences (Bob Williams, excused)
- C. Approve minutes October 14, 2021
Motion: Erik Amundsen Second: Melvin Williams Vote: 5-0-0
(Jeannette Wheeler arrived after the vote)
- D. Adjustments/Additions to the Agenda

II. Action Items

III. Other Items

- A. Technology
- B. +/-Delta Exercise

IV. Adjourn

Curriculum Committee Norms:

- Start and end meetings on time
- Follow the agenda
- Maintain positive intentions for each meeting
- Listen respectfully without side conversations and be open to different opinions
- Ensure evidence-based decision-making with students at the forefront of all decisions
- Complete the +/-Delta Exercise

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly and the deliberations leading to Board action will likewise be conducted openly. The public and district employees are encouraged to attend Board meetings. A time of up to thirty minutes in duration for comments by visitors at Board meetings will be scheduled at the beginning of the Board's agenda. Board committee meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.

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Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

Facilities/Transportation Committee Central Office Thursday, November 18, 2021 4:00 p.m.

Committee Members: Julia Abernathy, Erik Amundsen, Morgan Hynd, Sandra O'Farrell, Julie Swindler, Bob Williams

Ex-Officio Members: Danny Jackson/Board Chair, Brian Race/Facilities Director, Karen Pike/Business Manager, Steve Nolan/Superintendent

Minutes

I. Call to Order

- A. Declaration of Quorum- 5 of 6
- B. Note absences –Bob Williams
- C. Additions/Adjustments to the Agenda

II. Consent Agenda -Approve minutes of October 21, 2021

Motion: Erik Amundsen Second: Morgan Hynd Vote: 5-0-0

III. Action Items

IV. Other Items

- A. Facilities
 - 1. Using Capital staffing to fill in during absences and while trying to fill an open position
 - 2. Accessing other facility needs in the district to develop a short and long term capital improvement plan and ordinary maintenance plans
- B. Transportation
 - 1. Continue to look for a bus driver, sub drivers and van drivers. Due to the lack of drivers, RSU 40 is struggling to keep each bus route running each day
 - 2. Continue to investigate options for a bus garage
 - 3. Developing a vehicle life-cycle plan

V. Adjourn 4:42

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meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.

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Steve Nolan, Superintendent
Christina Wotton, Assistant Superintendent

Karen Pike, Business Manager
Karen Brackett, Director of Special Services

Finance Committee Meeting Central Office Thursday, November 18, 2021 5:30 p.m.

Committee Members: Guy Bourrie, Sandra O'Farrell, Angela Robinson, Matthew Speno, Julie Swindler, Melvin Williams

Ex-Officio Members: Danny Jackson/Board Chair, Steve Nolan/Superintendent, Karen Pike/Business Manager

Minutes

- I. Call to Order 5:34**
 - A. Declaration of Quorum - 6 of 6
 - B. Note absences
 - C. Additions /Adjustments to the Agenda
- II. Consent Agenda – Approve minutes of October 21, 2021**
Motion: Guy Bourrie Second: Melvin Williams Vote: 6-0-0
- III. Sign Warrants**
- IV. Financial Reports**
- V. Action Items**
- VI. Other Items**
 - A. ESSER III application submitted
 - B. Audit
 - C. Budget Season
 - D. Food Service
- VII. Adjourn 6:14**

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