

**Meeting of Board of Directors
December 3, 2020, 7:00 p.m.
Skowhegan Area Middle School**

A regular meeting of the Board of Directors of Maine School Administrative District No. 54 was held on December 3, 2020, at 7:00 p.m. at Skowhegan Area Middle School Gymnasium. Annmarie Dubois*, Jean Franklin*, Dixie Ring* and Kathy Wilder* were absent.

*excused

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

a. Flag Salute followed.

2. Good News and Recognitions

Jennifer Dorman, Special Education Instruction Coach/Read 180 Coordinator, presented to the Board on Professional Development – *Finding the Stretch Zone and Escaping the Panic Zone*. Jen shared information on the Professional Development Committee, which has increased its monthly meeting participants from a small group last year at this time to between 27 and 51 since April 2020. The Committee developed the MSAD 54 PD Website, organized a “help desk” style assistance, and offer a wide variety of PD opportunities to meet the needs of teaching during the pandemic.

Jenn also shared The Learning Zone Model, which illustrates how we can create learning situations. The three zones consist of the Comfort Zone, which is a safe place to reflect; the Stretch/Learning Zone, which is where you grow and learn; and the Panic Zone, which is where learning is impossible. The goal is learning how to move from the Panic Zone to the Learning Zone, which slowly expands our Comfort Zone. Jenn shared the value that additional workshop time has had for staff and thanked the board for supporting the addition of additional PD days.

3. Approval of the Minutes – 11/19/20

ON A MOTION BY Jennifer Poirier, seconded by Amy Rouse, the Board voted to approve the minutes of the Board of Directors’ meeting of 11/19/20, into the public record. (814 yes)

4. Communications

a. Letters

The Superintendent acknowledged and accepted a letter of intent to retire from Rebecca Albertson, Ed Tech at Canaan Elementary School, effective June 2021.

The Superintendent acknowledged and accepted a letter of resignation from Megan Ellis, Bus Driver, effective 12/14/20.

The Superintendent acknowledged and accepted a letter of resignation from Michelle Washburn, School Office Assistant at Marti Stevens Learning Center, effective 12/11/20.

The Superintendent acknowledged and accepted a letter of resignation from Allison Mantor, School Office Assistant at Skowhegan Area High School, effective 12/31/20.

b. School Personnel – No School Personnel wished to speak.

c. Visitors – There were no visitors who wished to speak.

5. Committee Reports

a. Personnel Committee – 11/19/20

ON A MOTION BY Theresa Howard, seconded by Sarah Bunker, the Board voted to accept the minutes of the Personnel Committee meeting of 11/19/20 into the public record. (814 yes)

Theresa Howard, Committee Chair, reviewed the minutes. There were no recommendations.

6. Superintendent's Report

a. Vacancies, nominations, recommendations

ON A MOTION BY Jennifer Poirier, seconded by Theresa Howard, the Board voted to approve nomination pages 1 and 2. (814 yes)

b. Report on Assessments Payments to Date

The Superintendent shared that as of December 11, 2020, all six towns were current on their monthly assessment payment, with December due on the 20th.

c. Update on New School Construction Building Study

The Superintendent shared that the Board's Building Committee will meet with Stephen Blatt Architects on Tuesday, December 15th to review project updates.

d. Update on Return to School and Yellow Designation

The Superintendent updated the Board on the status of the management of Coronavirus Relief Fund (CRF). Funds must be expended by 12/30, of which 100% will be reimbursed. There has been a tremendous amount of time and effort by staff to meet the submission deadlines; the Superintendent commended the staff in their efforts. In addition, the Superintendent shared that the maintenance crews have put a tremendous amount of time and effort to install and put into place equipment throughout the district and thanked them for their effort.

The Superintendent thanked Jenn Dorman for her presentation and commended the work of the professional development committee in supporting the needs of staff this year. A recommendation for additional release time for staff professional development will be made at the next meeting.

An update on COVID-19 cases was shared. To date, total students quarantined is 269; total staff quarantined is 68. This information was posted to the website and will be updated bi-weekly moving forward.

e. Other

i. Enrollment Report

Enrollment as of 12/3/20 was 2,243 (last report – 2,254)

- ii. The Superintendent shared a letter from Kevin McFadden, High School Science Teacher, to his fellow staff, offering his time and assistance with navigating Promethean Board, iPad, MacBook Air and Zoom. This is one example of the positive impact of technology supported by federal funds and what staff are doing with it.
- iii. The Superintendent reviewed the High School Winter Sports Recommendations. Jon Christopher, Athletic Director, was available to answer questions.

Discussion ensued and the following recommendation was made:

ON A MOTION BY Amy Rouse, seconded by Maryellen Charles, the Board voted that Skowhegan Area High School move forward with the allowable winter sports season as outlined in the 2020-2021 MPA winter sports guidelines created by the MPA, Office of The Governor, DHHS, DOE, MIAAA, CDC and MSMA.

(708 yes, 106 abstain)

7. Assistant Superintendent and Support Services Manager

The Assistant Superintendent reported on the following:

- The PD Committee has provided tools for staff to interact with their students and help students practice and learn skills. Many staff have taken part in professional development around interactive tools (Google Classroom, Zoom, SeeSaw, Microsoft Teams, etc.). IXL allows students practice and receive immediate feedback when answering a question.
- Professional Development will be offered to staff on promethean board training and on the December 14th workshop day will offer sessions on IXL training and Moby Max on January 15th.
- The Tech Team was commended for the phenomenal job of adjusting and meeting the needs of the various technology matters on a daily basis.

The Support Services Manager shared that over 10,000 meals were delivered to students' homes on the November 20th workshop day and will be delivering meals on the December 14th and January 15th workshop days. With the efforts of bus drivers, food service staff and ed techs, we are doing great things.

8. Old and Unfinished Business

There was no old and unfinished business discussed.

9. Introduction of New Business

There was no introduction of new business.

10. Adjournment

The Board adjourned at 7:58 pm.

Respectfully Submitted,

Jonathan Moody, Superintendent of Schools