BRUNSWICK SCHOOL DEPARTMENT 46 Federal Street Brunswick, Maine 04011

MINUTES

Special School Board Meeting with the Town Council

September 23, 2015

6:30 p.m. Cafeteria at

Coffin Elementary School

Town Council Members Present: Sarah Brayman, Dan Harris, Jane Millett, John Perreault, John Richardson,

Dave Watson, Steve Walker, Kathy Wilson

Town Council Members Absent: Suzan Wilson

Board Members Present:

Brenda Clough, Janet Connors, Rich Ellis, Teresa Gillis, Joy Prescott,

Sarah Singer, Bill Thompson

Board Members Absent:

Corey Perreault, Jim Grant

Guests:

Pender Makin, Assistant Superintendent; Paul Caron, Director of Grounds and Transportation; Julia Henze, Finance Director; Jim Oikle, BSD Business Manager; John Eldridge, Town Manager; Steve Ciembroniewicz, Coffin School Principal; Walter Wallace, BJHS Principal; Lisa Cushman, BJHS Assistant Principal; members of the press and other community members.

Call to Order Pledge of Allegiance Attendance/Roll Call

Mr. Thompson called the joint meeting of the Brunswick School Board and Town Council to order at 6:30 p.m., led the Pledge of Allegiance and asked the Superintendent for a roll call.

Adjustment to the Agenda

Add #76; Switch items b and c; add Emergency Issues as #1 under a.

New Business

School Board Action:

75. Approve Revolving Renovation Application for Coffin Elementary School and Brunswick Junior High School.

1otion: Ellis

Second: Singer

Vote: Unanimous of Board members present

a. Discussion with Town Council: Facility Master Plan Debt Service Assumptions

Town Finance Director provided debt service options to the two boards and answered questions. The options are an attachment.

- 1. Emerging Issues

 The group asked questions about issues that might arise, or have arisen. Please see attached
- c. Discussion with Town Council: What is the Definition of a Priority Repair? (Examples: ADA; asbestos; fire code upgrades; heating plant; removal and replacement of portable classrooms)

Reviewed CIP for any different definitions. CIP is an attachment.

b. Discussion with Town Council: Priority Repairs

Portables out in front of Coffin was suggested Replacement of heating line was suggested The School Board will develop a list for consideration

d. Discussion with Town Council: Timetable on a School Board Decision on the Scope and Sequence of the Facilities Master Plan

The following were discussed: Debt Service needs to be an agenda item at the next meeting; The options need to be decreased and discussed at the next meeting; There was a suggestion that the public needs to have an opportunity to express their views; The election calendar for a referendum was reviewed; Public input on a tax increase in the future needs to happen; Maintenance and operational costs need to be maintained; The contract with PDT is running low on funds and needs to be considered: The School Board needs to develop a schedule to inform the Town Council of progress.

e. Optional: Tour of Buildings

Will be held at another time.

Adjournment

Without objection Mr. Thompson declared the meeting adjourned at 9:15 p.m.

Paul K. Perzanoski Secretary

Brunswick School Board

Brunswick School Board MINUTES

Wednesday, October 14, 2015 *Executive Session 6:00 p.m.*

Regular Meeting 7:00 p.m. Town Hall 85 Union Street

School Board Members Present:

William Thompson, Chair; Joy Prescott, Vice Chair; Brenda

Clough; Janet Connors; Richard Ellis; Teresa Gillis; James Grant;

Corinne Perreaut; Sarah Singer

School Board Members Absent:

Molly Gramins, student liaison

Staff Members Present:

Paul Perzanoski, Superintendent; Pender Makin, Assistant

Superintendent; Paul Caron, Director of Facilities and

Transportation

Guests:

Melissa Fochesato, co-president of BCEF; Brunswick Police

Officer, Terry Goan; members of the community and press.

Call to Order
Pledge of Allegiance
Attendance/Roll Call
Executive Session

75. Consideration of Executive Session

Vote to enter executive session for the purpose of attorney consultation pursuant to 1 MRSA 405(6) (E)

Motion: Grant

Second: Ellis

Vote: Unanimous by Board members present

Approved to enter executive session per 1 MRSA 405(6) (E) for attorney consultation.

The Board entered executive session at 6:02 p.m.

The Board reconvened in public session at 7:04 p.m.

Adjustment to the Agenda

Mr. Thompson would like to add a Curriculum update under Committee Reports.

Mr. Thompson would like to discuss next week's workshop under the Board Chair Reports.

Mr. Ellis would like to acknowledge the Facilities Meeting.

Consent Agenda Action

Item on the Consent Agenda passed unanimously without objection.

*76. Consideration of the Minutes:

Approval of the Minutes of September 9, 2015

Approval of the Minutes of September 15, 2015 Facilities and Maintenance Committee

*77. Consideration of Appointment of Certification Support Team Members

Teachers new to teaching in Maine work with a mentor for two years as part of the process for professional certification. The staff mentors listed are recommended by the Professional Learning Communities Support System (Certification Committee). Please approve the Superintendent's nominations of the following Certification Support Team Members:

SCHOOL	STAFF MEMBER	MENTOR	YEAR
Harriet Beecher Stowe School		Melissa Madden and Margaret Dalrymple	FT
(Barbara will be Fast T	racked from January 2015	– January 2016)	
Harriet Beecher Stowe School:	Stacey Musica	Kathy Buttner	FT
(Stacey will be Fast Tr	acked from April 2015-Apr	il 2016)	
HBS:	Carmon Parker	Joyce Foley	2 nd
	Alisha Copp	Vicki Farsaci	2 nd
	Kristin Hunter	Shelby Kavanaugh	2 nd
	Sarah Sherrill	Emily Moll	2 nd
Coffin Elementary School:	Barbara Burgess	Joyce Foley/Sharon Harvie	2 nd
	Kim Jordon	Joyce Foley/Sharon Harvie	2 nd
	Alexandra Fish	Brenda Shea	1 st
Brunswick Jr. High:	Danielle LeBlanc	Sharon Callahan	1 st
	Kamis Ley	Charlotte Mastropasqua	2 nd
	Kate Noonan	Carolyn Foley	1 st
	Jonathan Fisk	Kathy Dekker	2 nd
Brunswick High School:	Chris Baribeau	Robert Van Milligan	2 nd
	Rebecca McKarns	Margaret Dalrymple	2 nd
	Brian Choate	Sarah Campbell	2 nd
	Cynthia Cygan	Margaret Nulle	2 nd

*78. Consideration of Appointment to PLCSS Steering Committee

Please approve the Superintendent's nominations of Mary Lord to fill the BJHS vacancy on the PLCSS Steering Committee for a 2 year term that expires at the end of the 2017 school year.

*79. Consideration of Approval of the Superintendent's Nominations to the Affirmative Action Committee, Title IX, 504 Coordinator (2-year terms that expire at the end of the 2016-2017 school year):

Jim Oikle, Title IX Officer, Co-Chair
Jean Skorapa, Principal, Co-Chair
Barbara Gunn, 504 Coordinator
Paul Caron, Grounds and Transportation Representative
Susan Perkins, Athletics and Co-Curricular Representative
Mary Moore, Brunswick High School Representative
Scott Smith, Food Service Representative
Beth York, Brunswick Junior High School Representative
Janet Rivard, Coffin School Representative
Blair Dwyer, Stowe School Representative

Old Business

a. Climate Survey Discussion

Last year a Climate Survey for parents, students, and staff was discussed and money was put aside in this year's budget for that. This survey is 100% third party administered. A decision needs to made as to what month it will be conducted.

80. Consideration of March to conduct Climate Survey

Motion: Grant Second: Connors Vote: Unanimous of the Board members present.

The Board voted to conduct Climate Survey in March 2016.

- b. Discussion and Possible Action on Options for Facilities Master Plan On September 23 a joint meeting was held with the Town Council. Many ideas were discussed at that time. Town Council felt the community would support a new school and would like the Board to look at that option. Board needs to decide what information they may need to go forward. Tonight Lyndon Keck from PDT answered Board member's questions regarding the work they have already done relating to Coffin School and BJHS as Board members discussed: immediate repairs that need to be done to the schools; pros & cons to building new vs. repairing/updating; how town/school will share 100% locally funded construction costs; differences between privately funded construction and state funded construction; cost estimates; DOE guidelines; referendum dates and preparation work necessary before that date. Mr. Keck will do the following:
 - 1. Send to us the most current "concept design" for new elementary school at JA site
 - 2. Update costs for the new building that was designed for the JA site
 - 3. Review the outline specifications looking at materials that were specified, the mechanical systems, and floor plan for any possible cost reductions
 - 4. Take that same floor plan and configure it to the Coffin site
 - Identify what premium costs would need to be carried if you were going to build a new school on the Coffin site
 - 6. Update the repair costs at BJHS
 - 7. Updated costs will be done based on a referendum in 2016 and construction beginning late summer of 2017
 - 8. Prepare energy and operational efficiencies for a new elementary school, and also work with Paul Caron on energy and operational efficiencies that would result from repairs done at BJHS
 - 9. Will give the superintendent a cost proposal for the work outlined above and also an outline for "stage 2", which would take the Board's selection and get it ready for referendum
 - 10. Update costs for the major renovations and addition to Coffin School

(After more discussion it was decided to remove items 4 and 5, and add item 10)

Communications/Correspondence

A Board member received a call from a parent whose child was in the kindergarten class that was recently relocated to the music room as there was a hornet nest found in their classroom at Coffin School. The music teacher had to work from a cart until the hornets were removed. This shows why it is important to add extra space in schools when planning them.

Public Participation

Richard Pisca reported he made a request for more information on the boiler and to see the boiler. That request was refused. He felt this was poor public outreach.

Superintendent's Report

- a. Building and Equipment Use:
 - Aspire Program use of HBS
 - BAYFL use of Coffin School
 - Brunswick Parks and Recreation use of schools
 - Girl Scouts of America use of schools
 - Girls on the Run use of HBS
 - Merrymeeting Adult Education use of BHS
 - Department of Defense, Zumwalt Travel Brief use of Crooker Theater
 - Midcoast Youth Theater use of Crooker Theater

b. Donations:

School supplies to HBS from Pathway Vineyard Church
Backpacks with school supplies to HBS from Linda Coffin
\$75 to Coffin Elementary School library book account from the Lisi family
\$400 to Coffin Elementary School from Shaw's

The superintendent thanked all for their generous donations to the school department.

c. Budget Update - Mr. Oikle

Mr. Oikle reported that the auditors are here this week and currently working at the town office and will probably be at the Superintendent's office next week. Mr. Oikle notified Board members that they have the right to independent communication with the auditors if they choose to do so. If there is a matter Board members would like to bring to the auditors' attention, they can either contact the town Finance Director, the Superintendent, or Mr. Oikle and they will arrange a meeting. The auditors will be here this week and next week.

Mr. Oikle reported that we did end the fiscal year in the black. There is about \$733,000 in surplus right now, which is about half of what we had last year. He explained how this figure was reached and will supply Board members with the document after the auditors have seen it. He also referenced a document in tonight's packet that they need to consider and vote on in November. This is nothing new, the auditors have just recommended that we formalize it.

d. BCEF Update

Melissa Fochesato, co-president of Brunswick Community Education Foundation. This organization has been working to raise money to foster creativity and innovation through grants to school-staff lead projects. The first year they awarded over \$40,000 supporting 21 grants. On Oct 24 they will host their first community event, "The Spark". Check out their website at brunswickcef.org.

e. Administration Team Goals

Mr. Perzanoski went over the Administrative Team Goals that have been established for the 2015-16 school year.

- f. Discussion and possible approval of high school wrestling as a cooperative team with Mt. Ararat BHS Athletic Director, Jeff Ramich, has request that Brunswick's wrestling team move from an independent team to a cooperative team where Mt. Ararat and Brunswick students compete as one team. There would be no additional cost.
- 81. Consideration to move BHS wrestling team to a cooperative team with Mt. Ararat High School

Motion: Connors Second: Thompson Vote: Unanimous of the Board members present.

The Board voted to approve a cooperative wrestling team with BHS and Mt. Ararat High School.

Board Chair's Report

- Delegate to MSBA Delegate Assembly on Oct. 22, 2015
 Mr. Thompson will be the delegate. Mr. Grant will also be in attendance as a member of the MSBA leadership.
- b. MSMA Fall Conference Oct. 22 & 23 Sarah Singer would like to attend on Friday.
- c. Report on September 23rd Joint Meeting with Town Council
 Discussion was held regarding future meetings with the town council. The consensus was not to have large group meetings unless absolutely necessary, and the Board Chair and the Superintendent will meet regularly with town council members and report back to the Board.
- d. Workshop on October 21st
 Workshop to be held at 6:30p.m at the Town Hall.

Committee Reports

- a. Policy & Planning Committee Joy Prescott
 Did not meet as they did not have quorum. They will reschedule their meeting.
- Wellness Committee Joy Prescott
 There are lots of good things going on. She will forward the notes to the Board members. Goals are similar to last year's.
- c. Personnel & Negotiations Committee Bill Thompson
 Letters have been sent out to each of the bargaining units to begin that process.
- d. Student Services Committee Brenda Clough
 Did not meet as they did not have quorum. Had a general discussion and minutes are included in the packet.
- e. MSBA Report Jim Grant

 Met and discussed changes in dues for upcoming years based on population and student
 enrollment. They are focusing their attention on serving school boards better by working with
 other groups so had their first presidents' panel with MSSA, MPA, and MADSEC. They also had
 a debate on the next standardized testing assessment.

- f. Strategic Planning Report Joy Prescott
 Joy reported that the citizen/Board workgroup met and had a productive discussion. The
 Assistant Superintendent has been meeting with Good Group Decisions.
- g. Curriculum & Program Development Committee Corinne Perreault

 The committee met and looked at the work done on Option 6 and progress toward proficiency.

 They went over goals that were developed. They heard an update on the curriculum work that was done over the summer. The committee will meet tomorrow at 9am.
- h. Facilities & Maintenance Committee Rich Ellis

 They will be referring to the Policy & Planning Committee a request from the high school to look at the policy and guidelines for advertising banners surrounding the sports field. Next meeting will be 8:30a.m. on October 20th at the Town Hall.

New Business

None

Calendar/Announcements

None

Future Agenda Items

- Report from the Affirmative Action Committee on their goals and what they do
- Report on NEASC findings
- Presentation from superintendent's data team and overview on how that team works together

Adjournment

By unanimous consent the meeting adjourned at 9:30 p.m.

Paul K. Perzanoski Secretary

BRUNSWICK SCHOOL BOARD

Facilities and Maintenance Committee

MINUTES

October 20, 2015

8:30 a.m.

Town Hall

85 Union Street

School Board Members Present: Rich Ellis; Sarah Singer

School Board Members Absent: Corinne Perreault; Bill Thompson

Staff Members Present: Paul Perzanoski, Superintendent; Paul Caron, Director of

Maintenance and Transportation; Jeff Ramich, Athletic Director, BHS; Michelle Caron, Assistant Director of

Transportation.

Town of Brunswick Personnel: Julia Henze, Finance Director; Tom Farrell, Director of Parks

& Recreation.

Call to Order

The meeting was called to order at 8:35 a.m.

Approval of September 15, 2015 minutes

Tabled

Discussion: BHS Track Proposals for Site Study

Mr. Caron reviewed two proposals to conduct a study on how to repair the BHS track. The proposals will be brought to the full Board on November 12, 2015 for a vote on a firm to conduct the work.

Review of 2016-2021 Capital Improvement Plan

Mr. Caron reviewed the Capital Improvement Plan with the committee and answered questions. An action item will be added to the November 12 agenda on movement for building renovations/repair or replacement. CIP document will also be on the November 12 agenda for Board approval.

Old Business

a. Any business related to the Facilities Master Plan

The administration will ask PDT Architects for estimates on Coffin demolition. The committee discussed ways to gain information from the community about their support for a new school.

Next Meeting Date:

November 17, 2015; TBD either 8:30 a.m. or 4:00 p.m.

Adjournment

The meeting adjourned at 9:54 a.m.

Paul K. Perzanoski Secretary

Brunswick School Board

BRUNSWICK SCHOOL DEPARTMENT 46 Federal Street Brunswick, Maine 04011

MNUTES

Brunswick School Board Workshop October 21, 2015 6:30 p.m. Town Hall 85 Union Street

School Board Members Present: William Thompson, Chair; Brenda Clough; Janet Connors;

Teresa Gillis; Corinne Perreault; Sarah Singer

School Board Members Absent:

Joy Prescott, Vice Chair; Richard Ellis; James Grant

Staff Members Present:

Paul Perzanoski, Superintendent; Pender Makin, Assistant Superintendent; Shanna Crofton, BHS Principal; Tim Gagnon, BHS Assistant Principal; Walter Wallace, BJHS Principal; Lisa Cushman, BJHS Assistant Principal; Jean Skorapa, HBS Principal; Steve Ciembroniewicz, Coffin Principal; Cherie White, Administrative Consultant; John Paige, Curriculum Coordinator; Andrew Kosak, Talent Development Teacher; Sharon

McCormack, Enrichment Teacher

Call to Order/Pledge of Allegiance/Roll Call

Mr. Thompson called the meeting to order at 6:30 p.m., led the Pledge of Allegiance and asked for a roll call.

Adjustments to the Agenda

Change item VII and VIII

V. Option 6 Proficiency Diploma Update

Ms. Crofton presented an update on the work of the Steering Committee and the expectations for year two. She answered questions from the Board.

VI. Teacher Evaluation Committee Update

Lisa Cushman provided the Board with an update on the work of the Evaluation Committee and the roll out of the pilot program this year. She answered questions from the Board.

VII. Talent Development Program

Pender Makin reviewed the state statute for gifted and talented, the program as it is today, and proposed changes for next year. She answered questions from the Board.

VIII. MEA (Smarter Balanced Test) Process, Results, Opposition

Pender Makin reviewed the student assessment results of the one year Smarter Balanced test. Brunswick students, despite many opt outs by proficient and distinguished students, scored higher than the state average. She answered questions from the Board.

IX. Adjournment

By unanimous consent the meeting adjourned at 8:15 p.m.

Paul K. Perzanoski, Secretary

Background Information for the Frameworks and the NGSS

The Framework for K-12 Science Education, 2012 Published by the National Research Council with the National Academy of Sciences

The Frameworks.....

- Address a broad set of expectations for K-12 students in Science and Engineering
- Provide a rationale for the Next Generation Science Standards
- Inform the development of the NGSS

Three dimensions

Science and Engineering Practices

Cross-cutting concepts

Core Ideas

"It's not what students know. It's that they use what they know."

 Cary Sneider, Assoc. Prof Portland State University Chair of design teams -Frameworks for Science Education.

Next Generation Science Standards (NGSS)

basically did what the Frameworks recommended

- ⇒ details what a student should know and be able to do
- \Rightarrow connected to ELA and Math CC Standards
- ⇒ minimum standards, not a detailed curriculum
- ⇒ big difference all dimensions are integrated into each standard
- \Rightarrow new engineering standards

Notes on the Framework for NGSS

Goals

Ensure that by the end of 12th grade, all students

- have some appreciation of the beauty and wonder of science
- possess sufficient knowledge of science and engineering to engage in public discussion on related issues
- become critical consumers of scientific and technological information related to their everyday lives
- are able to continue to learn about science outside school
- have the skills to enter careers of their choice, including (but not limited to) careers in science, engineering and technology.

Focus

- 1. Depth over breadth
- 2. How science is actually done.

Reasoning:

Many of the challenges that face humanity require social, political and economic solutions that must be informed deeply by knowledge of the underlying science and engineering.

The Framework....

- Is based on a rich and growing body of research on teaching and learning in science
- is built on the notion of learning as a developmental progression
- was designed to help children continually build on and revise their knowledge and abilities
- focuses on a limited number of core ideas in science and engineering
- emphasizes that learning about science and engineering involves integration of the knowledge of scientific explanations and the practices needed to engage in scientific inquiry and engineering design.

Itinerary for Foreign Exchange Students to NYC

This trip will be chaperoned by Bob Goddard and Jackie Medeirios of CCI-Greenheart. The trip will be from 18 Nov. to 20 Nov.- 2 nights and 2 days in NYC with most of a day in transit. Jackie is an experienced Representative of CCI that has done this trip on a number of occasions.

Itinerary

- 18 Nov- Leave from Portland on 7 am bus, change at South Station for NYC
- 18 Nov- Arrive NYC at approximately 3:30 pm- Quick tour of mid town Manhattan. Check into Hotel- Hotel Penns
- 18 Nov-Dinner at 5 pm
- 18 Nov.-Aladdin 6 pm
- 19. Nov. Tour of Rockefeller Center Lower Manhattan, Staten Isl. Ellis Island U.N. Battery etc...
- 19 Nov. Lunch at 1 pm
- 19 Nov. Time Square
- 19 Nov. sit down dinner
- 19 Nov. Back to hotel at 8 pm
- 20. Nov. 9-11 Memorial
- 20 Nov-Central Park
- 20 Nov. Depart for Portland at 3:30
- 20 Nov.- Arrive Portland 9:30- 10:00 pm

The superintendent, or the business manager at the superintendent's discretion, is authorized to transfer funds between and among individual budget lines during the fiscal year as circumstances warrant. A record of all such transfers shall be kept in the business office and made available for board inspection during normal business hours at the board's discretion. Transfers between warrant articles that would exceed, individually or in fiscal year total, the amount authorized by state statute will not be made without prior approval of the board finance committee and will be reported to the board at the next regularly scheduled board meeting.

Rec		

BRUNSWICK SCHOOL DEPARTMENT REVENUE AND EXPENSE REPORT FOR OCTOBER 2015

School Year 2015-16

	1110087054321		
Total Budget	Regular Instruction Spec. Ed. Instruction CTE Other Instruction Student & Staff Support Student & Staff Support System Administration School Administration Transportation Operation & Maintenance Debt Service All Other Adult Education	Expenses By Warrant Number	Revenues Unapprop. Fund Bal. US Bond Proceeds State Subsidy Federal Subsidy Local Share Tuition Misc. Other Total Revenue
36,525,855.00	15,676,015.92 4,927,034.94 785,399.00 727,958.55 3,486,944.34 903,920.00 1,484,214.50 1,892,811.74 4,569,917.75 1,889,239.26 61,000.00 121,399.00	Budget Approved 6/10/2015	
0.00	0.0000000000000000000000000000000000000	Adjustments	1
36,525,855.00	15,676,015.92 4,927,034.94 785,399.00 727,958.55 3,486,944.34 903,920.00 1,484,214.50 1,892,811.74 4,569,917.75 1,889,239.26 61,000.00 121,399.00	Revised Budget	Annual Budget 3,067,309.00 119,800.00 9,826,081.00 0.00 23,256,665.00 102,000.00 93,000.00 61,000.00 36,525,855.00
8,483,743.00	3,033,540.93 977,299.27 327,658.85 158,239.42 1,043,508.78 318,077.87 490,378.50 544,229.20 1,529,810.18 0.00 61,000.00	Expended Through	Revenues through 10/31/2015 3,067,309.00 119,800.00 2,970,630.64 0.00 23,256,665.00 7,472.00 5,396.51 61,000.00 29,488,273.15
28,042,112.00	12,642,474.99 3,949,735.67 457,740.15 569,719.13 2,443,435.56 585,842.13 993,836.00 1,348,582.54 3,040,107.57 1,889,239.26 0.00 121,399.00	Remaining Bal.	Remaining Bal. 0.00 0.00 0.00 6,855,450.36 0.00 0.00 94,528.00 87,603.49 0.00 7,037,581.85
23.23%	19.35% 19.84% 41.72% 21.74% 29.93% 35.19% 33.04% 28.75% 33.48% 0.00% 100.00%	% Expended	% Collected 100.00% 100.00% 30.23% 0.00% 7.33% 5.80% 100.00% 80.73%