

**Brunswick School Board**  
**MINUTES**  
Wednesday, September 13, 2017  
Regular Meeting 7:00 p.m.  
Council Chambers  
Town Hall  
85 Union Street

School Board Members Present: Joy Prescott, Chair; James Grant, Vice Chair; Teresa Gillis; Mandy Merrill; Sarah Singer; Elizabeth Sokoloff; Benjamin Tucker; William Thompson; Elina Woolever, school liaison

School Board Members Absent: Corinne Perreault

Staff Members Present: Paul Perzanoski, Superintendent; Pender Makin, Assistant Superintendent; Kelly Wentworth, Business Manager; Jon Riggleman, BHS Teacher; Brian Pressley, BHS Teacher

Guests: Brunswick Police officer; community members; and members of the press.

**Call to Order/Pledge of Allegiance/Roll Call**

Ms. Prescott called the meeting to order at 7:00 p.m., led the Pledge of Allegiance and asked for a roll call.

**Adjustment to the Agenda**

Sarah Singer will be giving the Building Committee report

**Consent Agenda Action**

Items on the Consent Agenda passed unanimously without objection.

\*83. Consideration of Approval of the Minutes of August 9, 2017

\*84. Approve of a Teacher Request for Leave of Absence

**Old Business**

None

**Communications/Correspondence**

There were emails from residents near Jordan Acres who had some questions. Mr. Perzanoski is responding to them.

**Public Participation**

None

**Superintendent's Report**

a. Building and Equipment:

- Brunswick Parks and Recreation – use of schools
- Aspire Program - use of HBS
- Merrymeeting Adult Education – use of BHS
- Girl Scouts of America – use of schools
- Arts Are Elementary – use of Hawthorne School
- BMDA Executive Board - use of BHS
- Brunswick Bay Mobile Home Coop - use of BHS

b. BHS Garden – Jon Riggleman

Mr. Riggleman gave a report on the BHS gardening program which was started 4 years ago as a means of getting students outdoors in the summer while doing something meaningful and educational. It has been a successful endeavor.

c. Curriculum Coordinator Search Update

There were 28 applicants. The committee has been reviewing applications and will be holding interviews next week and hope to have a final candidate available for the Board to interview at the end of September.

d. Superintendent Advisory on Programming

Mr. Perzanoski has received at least 24 responses from staff who are interested in serving on these three workgroups. Hope to start work in October and will keep the Board advised on the progress.

e. Superintendents' Agreements

Mr. Perzanoski reported that we currently have 43 agreements, 35 of those students are coming into Brunswick and only 8 students are leaving Brunswick to go to other districts. Since state allocation follows the student, this is favorable for us. We also currently have 10 tuition students, 5 of which are at the high school and 5 are at the junior high school.

f. Jordan Acres Update

We are going to start advertising for a large yard sale to be held on September 23<sup>rd</sup>. Some examples of what might be available are student desks, teacher desks, stackable chairs, television sets, cabinets, kitchen equipment and gym equipment. "Goodbye party" has been postponed until closer to demolition.

g. Budget Report – K. Wentworth

Briefly went over the two budget reports that are included in tonight's packet. One for 17-18 budget and an unaudited 16-17 report.

h. Administrative Summer Work Groups – K. Wentworth

Ms. Wentworth gave a brief report on workgroups that she and other administrators worked on during the summer:

**Substitutes:** After looking at, and analyzing current rates in the area, we increased the substitute rate to \$80 per day for a teaching position. Previously the substitute rate for Ed Techs and Resource Assistants was hourly, but we have now gone to a daily rate of \$80 per day. The Career Center will be having a Job Opportunities Day in October and we will be joining them for our Sub Fair. We also worked on a district-wide substitute handbook.

**Safety and Required Trainings:** We are working to create a comprehensive district-wide listing of all the trainings required for our staff, along with training deadlines and implementation.

**Facilities Rental Policies:** We went over the old policy and compiled some recommended changes which will be given to the Policy Committee at their October 25<sup>th</sup> meeting.

**Job Descriptions:** Job descriptions that were not in the newly approved format were distributed to administrators for updates.

i. Strategic Communication Plan – P. Makin

We are currently updating our website. We are also working on specific descriptions and language so we can speak as "one voice" when describing our initiatives and programs within our district.

j. Comprehensive Crisis Management Plan – P. Makin

Administrators have been working on our Crisis Response Plan, which is a comprehensive plan that the district uses for a variety of scenarios that we may encounter. We are also looking into the implementation of the ALICE program which is essentially an improved set of emergency responses to use instead of just a lockdown.

### Board Chair's Report

a. Board Goals

Ms. Prescott reviewed the Board goal accomplishments which have taken place over the last six months and discussed future objectives.

b. Student Liaison Report – E. Woolever

The Board welcomed Elina Woolever for a second year as student liaison. No report was given tonight.

c. School Board Retreat

Dates were discussed. Will check availability of the REAL school.

d. Committee Appointments

There is an open position on the Region 10 Board so an ad will be placed.

### Committee Reports

a. School Building Committee – S. Singer

The committee met on sept 7<sup>th</sup>. There was a presentation by Lyndon Keck, including a review and timeline. Demolition of Jordan Acres was scheduled for this fall, however, the DEP permit is a six-month process and during this time we cannot touch the exterior of the site. So the permit will be done first, bidding should begin in May or June, and demolition will likely be held in May. Timeline was reviewed with completion scheduled for June of 2020. Sarah Singer was elected as Committee Chair and Bill Thompson was elected as Vice-Chair. Next meeting is scheduled for October 5<sup>th</sup>.

b. Budget & Finance Committee – B. Tucker

Revenue and expense report was reviewed. Committee approved the transfer between articles. Next meeting is scheduled for October 11<sup>th</sup> at 5:30pm. There will be a joint meeting with the Town Finance Committee on October 19 with the auditors, and another joint meeting on January 11, 2018 to discuss budget planning.

Student Services Committee will meet on Monday, Sept 18 at 9:30 a.m.

Policy & Planning Committee will meet on Wednesday, Sept 27 at 5:00 p.m.

A meeting time for the Facilities & Maintenance Committee needs to be scheduled.

A meeting time for the Personnel & Negotiations Committee needs to be scheduled.

### New Business

#### 85. Consideration of the Superintendent's Nomination of Teachers for 2017-2018 School Year

Vote to elect the following teachers for the 2017-18 school year:

Roger Aschbrenner, 0.5 Tech Ed Teacher, BHS

Debbie Bartley-Wing, 0.5 Business Ed Teacher, BHS (retire/rehire)  
Michele Joyce, Grade 4 Teacher, HBS  
Tracy Kinney, Talent Development Teacher, HBS  
Carol Reynolds, Grade 7 Math Teacher, BJHS  
Coley Stetler, Resource Room Teacher, Coffin  
Bradley Williams, Visual Art Teacher, BHS

Motion: Thompson      Second: Singer      Vote: unanimous by Board members present

**Calendar/Announcements**


October 25<sup>th</sup> is scheduled for a workshop and the Chair needs to know if enough members will be present to meet quorum.

**Future Agenda Items**

None

**Adjournment**

By unanimous consent the meeting adjourned at 7:52 p.m.



---

Paul K. Perzanoski, Secretary  
Brunswick School Board