

**Brunswick School Board**  
**MINUTES**  
Wednesday, February 14, 2018  
**\* Executive Session at 6:30 p.m. \***

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; Corinne Perreault; Sarah Singer; William Thompson; Benjamin Tucker; Maddie Wayne, Student Liaison

School Board Members Absent: Mandy Merrill; Elizabeth Sokoloff; Elina Woolever

Staff Members Present: Paul Perzanoski, Superintendent; Pender Makin, Assistant Superintendent; Barbara Gunn, Student Services Director; Kelly Wentworth, Business Manager; Sue Woodhams, Technology Director; Jay Ketner, Curriculum Coordinator; Scott Smith, Facilities and Food Service Director; Michelle Caron, Transportation Director; Martin Mackey, REAL School Principal; Shanna Crofton, BHS Principal; Walter Wallace, BJHS Principal; Lisa Cushman, BJHS Assistant Principal; Heather Blanchard, HBS Principal; Steve Ciembroniewicz, Coffin School Principal; Brian Pressley, BHS Teacher; Sue Alexander, Administrative Assistant.

Guests: Community members and members of the press.

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

Ms. Prescott called the meeting to order at 6:32 p.m., led the Pledge of Allegiance and asked for a roll call.

**Executive Session**

10. Consideration of Executive Session

Vote to enter executive session pursuant to 1 MRSA 405(6) (A) for the purpose of personnel matters.

Motion to enter executive session.

Motion: Grant                      Second: Tucker                      Vote: Unanimous by Board members present

Approved to enter executive session.

The Board entered executive session at 6:33 p.m.

The Board reconvened in public session at 7:00 p.m.

**Adjustment to the Agenda**

Naming Committee for New School should be item#17.

Add Drop Out Prevention to Committee Reports

Ms. Singer will do the report for Student Services Committee

Remove Personnel and Negotiations from Committee Reports

### **Consent Agenda Action**

Item on the Consent Agenda passed unanimously without objection.

#### **\*11. Consideration of Approval of the Minutes of January 10, 2018**

### **Old Business**

#### **12. Consideration of Second Read Policy:**

- a. Revised Policy FILE KF: Community Use of School Facilities

Motion: Grant    Second: Thompson    Vote: Unanimous by Board members present  
Approved Policy FILE KF.

### **Communications/Correspondence**

Information from a parent on Sandy Hook Promise ([sandyhookpromise.org](http://sandyhookpromise.org)) was forwarded to the Superintendent.

Emails received from parents regarding the screening of the film, Perfect Harmony, at Harriet Beecher Stowe School.

Emails received regarding the budget and an email received regarding student privacy which was forwarded to the Superintendent.

### **Public Participation**

Jean Powers reported that the HVAC System at Crooker Theater will not be coming from the school department but will be paid with funds from the municipal budget. She spoke about trust funds going to the Brunswick Area Student Aid Fund, and also regarding school employee cost of health insurance. She requested school department keep budget lean.

Amanda Similien, Lauren Watkinson, Kamis Ley, and Finn C, each individually spoke about their concerns in the recent showing of a PG Civil Rights movie to 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders at HBS.

### **Superintendent's Report**

- a. Building and Equipment:

- Aspire Program - use of HBS
- Brunswick Parks and Recreation – use of schools
- YMCA YCare – use of Coffin School Cafeteria
- Girl Scouts of America – use of schools
- Brunswick Police Department – use of BJHS
- PSO Kinderkonzert – use of Crooker Theater
- Bath Area Family YMCA – use of high school cafeteria
- Merrymeeting Adult Education - use of BHS
- Sage Swingers Square and Round Dance Club - use of BJHS
- Arts Are Elementary – use of Hawthorne School
- Town of Brunswick – use of schools
- Brunswick Bay Mobile Home Cooperative - use of BHS

- b. Resignation:

- Luke Potter, BHS Social Studies Teacher, 5 ½ years of service
- Matt Engstrom, District Tech Support Specialist, 10 years of service

## c. Donations:

- Monetary donation to BJHS arts and music programs from Mark Battle and Kathryn Thorson
- \$1000 to the REAL School from the Senter Fund Grant
- \$5000 to the REAL School from Gilman Nichols
- \$500 to the REAL School from the Collaborative for Perpetual Innovation
- \$2,000 to the BHS Music Boosters Program from the Forest Foundation

We thank all of those folks profusely and we appreciate their generosity.

## d. Superintendent's Advisory Committee

This committee is looking at innovative programming and researching programs in the areas of dual language, performing and visual arts, and increasing our multi-age program. We should not have any budget requests from any committee recommendations for this year but may have next year. Their next meeting is scheduled for March 5<sup>th</sup> at Hawthorne.

## e. Administrator Evaluations

We have four administrator evaluations which will be available for Board members to review in central office beginning February 21.

## f. Update on ALICE – P. Makin

Our emergency response plan has been revised, particularly in what we have been doing in a lock down drill in preparation of any catastrophic situation. We are now using the ALICE program, which is an acronym that stands for Alert, Lockdown, Inform, Counter, Evacuate. With this program we no longer use codes which can be confusing, but use plain language, and no longer hide in a corner. We now give significant training so our teachers can make informed decisions to be active participants in their own survival. Everyone on the staff has received the necessary baseline training and there is also an additional two hour training available which many staff members have also taken. Teachers that have taken this training rave about the value, sense of empowerment, and increased confidence in keeping themselves and their students safer in the event of a catastrophic emergency. We have hosted two family information sessions and are willing to host more if there are families who would like more information.

## g. Budget Report – K. Wentworth

Budget report through January 31<sup>st</sup> is in the Board packet. We continue to be on track for spending, and still under a soft freeze.

## h. Presentation on 2019 Budget – P. Perzanoski, P. Makin, K. Wentworth

Ms. Makin gave an overview on the development of the school department budget. Ms. Wentworth explained changes in state subsidy, approval for state reimbursement of 4 buses, Federal ESEA (Elementary and Secondary Education Act) grant funding changes, Title I funding, Title II funding, and Title IV funding. Mr. Perzanoski explained a 5-year personnel plan, with principals explaining specific positions, and reported on personnel reductions since 2010. Dates for upcoming budget meetings were given.

### **Board Chair's Report**

## a. Student Liaisons Report

Maddie gave a brief summary of each grade's current activities.

## b. Discussion on Collaborations with Other Districts

Administration has met with representatives from SAD75, RSU1, RSU5, Lisbon and West Bath. The meetings have been very productive in looking at some of the opportunities for collaboration. An additional meeting with everyone together will be set up to discuss commonalities that have been learned from all of these meetings and possible future plans.

## Committee Reports

- a. Facilities & Maintenance Committee – S. Singer  
Monday, January 22 some members met and received a preliminary list from Mr. Smith of maintenance projects, some deferred from last year. Next meeting is March 6 at 6:30pm.
- b. Elementary School Building Committee – S. Singer  
The committee met on January 11<sup>th</sup> and February 8<sup>th</sup> and also the Playground Committee met on those dates. The Interior Design Committee met on January 24. Some committee members, Board members, administrators, along with the architects have done walk throughs at the Ocean Avenue Elementary School, East End School, Falmouth Elementary School, and Durham Elementary School. A group is also planning to walk through Gorham Elementary School. They have learned a lot and have made some decisions based on these walk throughs, such as putting the lockers in the hallway. We have a very thoughtful group of members on the building committee and there was a lot of attention to details in the walkthrough. The new building is being very well considered. The next Elementary School Building Committee meeting is March 8 at 6pm at Town Hall.
- c. Drop Out Prevention Committee – S. Singer  
The committee discussed re-enrollment for students who previously dropped out of school. They worked on developing a comeback card for re-enrollment. The card would contain certain data that students would need to get back into high school when they are ready.
- d. Student Services Committee – J. Prescott  
The committee received an update from Mr. Mackey on the REAL School, from Ms. Gunn on CDS plans as well as budget needs and requests. The next meeting is scheduled for March 2 at 9:45am.
- e. Budget & Finance Committee – B. Tucker  
The committee met on February 12. The committee asked administration to prioritize budget needs in a tiered form like they did last year so committee can understand what administration sees as most important. The next meeting is scheduled for March 14.
- f. Policy & Planning Committee – J. Prescott  
The committee met on February 8 and reviewed the policies that are under tonight's New Business. The next meeting has not been set yet.

## New Business

- a. Policy and Planning Committee
  13. Consideration of First Read Policies:
    - a. Revised Policy FILE JIC: Code of Ethics and Student Conduct

Motion: Thompson                      Second: Singer                      Vote: Unanimous by Board members present  
Approved Policy FILE JIC for Second Read.
  14. Consideration of Policy to Rescind:
    - a. Revised Policy FILE JICDA: Brunswick Code of Student Conduct
    - b. Rescind Policy FILE JICDA-R: Brunswick School Department Code of Student Conduct-Regulations
    - c. Rescind Policy FILE JICDA-E: Code of Ethics
  15. Consideration of Policies to Rescind:
    - a. Rescind Policy FILE JLC-R: School Health Records
    - b. Rescind Policy FILE JLCAA: Screening/Testing of Students
    - c. Rescind Policy FILE JLCB-E4: Immunization Tracking Form-Exempt and Non-Immunized Students

## d. Rescind Policy FILE JLDAC: Screening/Testing of Students

Motion to combine and approve items 14 and 15.

Motion: Grant Second: Thompson Vote: Unanimous by Board members present  
Approved to rescind Policies JICDA, JICDA-R, JICDA-E, JLC-R, JLCAA, JLCB-E4, JLDAC

16. Consideration of 2018 Goals

These goals will be set from February to August 2018.

Motion: Singer Second: Tucker Vote: Unanimous by Board members present  
Approved 2018 Board Goals.

17. Naming Committee for New Elementary School

As stated in Policy FILE FF: Naming of School Facilities, "...the School Board shall form a committee composed of two Brunswick School Board representatives, two citizens from the Town of Brunswick, two teacher representatives selected by their peers, and the Superintendent of Schools, or his/her designee. The committee shall seek community input for name proposals for the new school, and then present a list of no fewer than three names, but no more than five, to the School Board for consideration."

A theme for the new school may be driven by a name so would like to have a name for the new school as some design decisions are being made now. Discussed possibility of forming a committee which will come back to the Board with names possibly in April. Two citizens from the existing building committee have volunteered for this committee. Mr. Grant, Ms. Singer, and Mr. Thompson volunteered for this committee.

Motion to suspend policy and appoint three Board members, two citizen members, two teacher representatives, and Superintendent or his designee to the Naming Committee for the new elementary school.

Motion: Grant Second: Perreault Vote: Unanimous by Board members present  
Approved members of the School Board will be Jim Grant, Sarah Singer, and Bill Thompson;  
Brunswick citizens who volunteered will be Jean Doughty and Chris Watkinson.

**Calendar/Announcements**

BHS Players will be performing Titanic, March 22 through 24 in Crooker Theater. Tickets are available online and it will be reserved seating. For information go to the BHS Players info page on the BHS website or on Facebook.

**Future Agenda Items**

BHS Players will be at the March meeting to give a preview of show.

**Adjournment**

By unanimous consent the meeting adjourned at 9:13p.m.

Paul K. Perzanoski, Secretary  
Brunswick School Board