

Hermon School Committee
Regular Meeting Minutes
Monday, January 8, 2018
Hermon High School Room #139
Providing Leadership to Enhance the Aspirations of our Children

Present

Anthony Reynolds, Chair
Ted Harris, Vice Chair
Debora Farnham
Jesse Keith
Anne Smith
Debbie CoWallis
Shannon Knowles
Allison Treat, Student Representative

Absent

Eric Byers, Student Representative

Staff: Brandi Butterfield, Stephanie Campbell, Mallory Cook, Heather Corbett, Jodi Curtis, Cindy Dauphinee, Vicky Devine, Heidi Fairbrother, Matt Farnham, Micah Grant, Jesse Hargrove, Heather Haskell, Krista Higgins, Gwen Lynn, Miranda Mauger, Josh Monroe, David Oliver, Jenny Perry, Irene Umble, and Brian Walsh

Item I: Mr. Reynolds, Chair, called the meeting to order at 6:32 p.m. followed by the Pledge of Allegiance.

Item II: Agenda Adjustments: None

Item III: Mr. Keith motioned, seconded by Mrs. CoWallis, to approve the minutes of the regular meeting of December 4, 2017, as presented.
Unanimous Vote (7)

Item IV: Proclamations And Presentation: None

Item V: Personnel

A. Resignation

Mr. Gonyar announced the resignation of Ann Wheeler, middle school special education teacher. He sent a letter to her thanking her for her years of service to the Hermon School Department.

B. Employment

Mr. Harris motioned, seconded by Mrs. Smith, to employ Heather Sutherland, as a Food Service Assistant for the 2017-18 school year.
Unanimous Vote (5)

C. Extra Curricular Appointments *New to position

Deb Aucoin – Elementary/Middle School Ski
Phyllis Kurtz – MS Civic Oration

Phyllis Kurtz – MS Spelling Bee
Robby Jenkins – Girls Varsity Softball
Kara Schwartz – High School Chess *
Matt Kinney – High School Boys Freshmen Basketball
Anthony Davis – High School Boys Basketball, Volunteer Assistant
Marisa Kelly – High School Girls Basketball, Volunteer Assistant
Sam Good – High School Girls Basketball, Volunteer Assistant *
Mark “Kip” Nelson – Track Coach, Volunteer Assistant *
Jessica Witham – High School Girls Basketball, Volunteer Assistant

Item VI: Old Business

- A. Excused Absence of School Committee Member/s: None

Item VII: New Business

A. Course Approvals

1. HHS – Grade 12 Technical English - Full year, 1 credit (ELA)– Estimated cost: \$200
2. HHS – Grade 9 Technical Math - Full year, 1 credit (math)– Estimated cost: \$2,700
3. HHS – Personal Finance- 1 semester, ½ credit (elective)– Estimated cost: \$500

Mr. Harris motioned, seconded by Mrs. CoWallis, to approve the above courses with estimated costs, as presented by Brian Walsh.

Unanimous Vote (7)

B. Policies – First Reading

1. IHBB Gifted Education, as amended
2. BG School Committee Policy Process, reviewed existing
3. BG-R Policy Adoption Procedure, reviewed existing

Mr. Harris motioned, seconded by Mrs. Farnham to accept the first reading of the policies, as presented.

Unanimous Vote (7)

C. Job Descriptions – First Reading

1. Director of Special Services, as amended
2. Director of Guidance, as amended
3. Food Service Assistant, new job description
4. Head Cook, new job description
5. Food Service Director, reviewed existing
6. Facilities Director, as amended
7. Head Custodian, new job description
8. Custodian, amended Night Custodian job description
9. Maintenance, reviewed existing
10. Groundskeeper, reviewed existing

Mr. Harris motioned, seconded by Mrs. Smith to accept the first reading of the Job Descriptions, as presented.

Unanimous Vote (7)

D. Proposed Use of the School Reserve Accounts

Mr. Gonyar and Mr. Reynolds explained there definitely is work that needs to be done in our district for capital improvements. They have been working with Town Manager, Howard Kroll and Town Council Chair, Steven Thomas. We are going to start using some of our reserves to get some of that work done. The town has tentatively approved the following draft plan, pending School Committee approval:

School Repair Reserve – to be used for unexpected repairs

1. Transfer \$100,000 from School Fuel Reserve to increase available funds to \$701,159
2. Install Metal Roof on the entire HES Campus (\$463,000)
3. Renovate 2 lobby bathrooms at HES (\$60,000)
4. Repair and refinish gym floor at HMS (\$20,000)
5. Repair boiler at HMS (\$20,000)
6. Keep the remaining \$138,159 in the account for emergencies
7. If there is any contingency money left from the project, put it back in reserves
8. Apply for State Renovation funding based on Carpenter Associates report.

School Unemployment Reserve

1. Remains unchanged

School Capital Reserve – saved exclusively for funding the new addition until the Middle School debt is paid off

1. Use this money to make bond payments for the HES addition until the middle school bond expires on June 30, 2020.

School Tax Stabilization Reserve – to be used if there is a sudden problem with funding in any one given year

1. Use \$200,000 in the 2018-19 Budget to reduce the HMS bond payment

School Fuel Reserve

1. Transfer \$100,000 to School Repair Reserve
2. Keep a balance of \$104,494 available for unexpected increases in heating oil and/or diesel fuel.

School Bus Reserve

1. Use School Bus reserve to pay the first payment (\$33,000) for a newly approved bus.
2. Keep the remaining \$20,267 for unexpected bus repairs

Mr. Gonyar will send the Carpenter Associates report to the school committee and discuss it further in February. If the school committee likes that report, Mr. Gonyar would like them to do one for the high school and the middle school. He thinks it's important to have a 5-year capital improvement plan in place. We do need more than one new bus. We need two, maybe even three buses. Bryan Higgins, Transportation Director, wrote an environmental protection, federal grant for \$20,000 toward a new bus. We would have to send the old bus to them to destroy. We will not know more about the grant until at least the end of February. If the School Committee approves, Mr. Gonyar will take this plan to Thursday's Town Council meeting and let them know it has been approved. There will be a special town meeting on January 25th for the citizens to vote on the proposal.

Mr. Harris motioned, seconded by Mrs. Smith to accept the proposed use of the School Reserve Accounts, as presented.

Unanimous Vote (5)

Item VIII: Reports

A. Superintendent

Mr. Gonyar is hoping the census report will be available for the February meeting. He would also like to use it for budget planning for next year.

B. Principals

In addition to his written report, Mr. Walsh noted the drug information night would be Thursday, January 11, 2018 at 6:30. He believes there will be a good turn out. They have a presenter who is a parent of a current student, and also a former student who has battled drug addiction. She is very passionate about what happened with her son and she wants to help educate other parents. They have also added a Maine Drug Enforcement Officer. Mr. Walsh will also be speaking very frankly about why they are having this night.

Mr. Walsh mentioned that each year students can audition for either vocal or instrumental All State Music. In the last eight years, we have had one student selected twice; Katelyn Walsh was selected for vocal last year and again this year. She will be singing in May at a concert at the University of Maine.

Mr. Grant wanted to draw attention to his written report that every homeroom (15) sponsored an adult from "Senior Socks." Students and their teachers were able to purchase and collect items for these adults and return them to Hermon Town office in time for Christmas distribution. The students also collected over 1000 units of food for the "Neighbors supporting Neighbors Community Pantry"!

Mrs. Perry added that HES Helping Hands community helped support 38 kids this holiday season. It is a confidential program, but overwhelmingly this year the recipients requested to put out thank you notes to express their appreciation. She pointed out that just before break, 7 new kindergarten students registered at HES within two weeks. Mr. Gonyar added that they are starting PreK and Kindergarten registration very early this year. They are going to send a post card to every home, hoping to have them register early. We may need to add a kindergarten teacher next year, or maybe even add a PreK session.

C. Finance Report: None

D. School Committee Follow-up and Request for Information

Mrs. Knowles thought the attendance summary at the high school was awesome. Mr. Gonyar noted our principals and staff have done a good job emphasizing attendance, setting goals for, engaging and caring about the students to get attendance up to or above 95%.

Mrs. CoWallis suggested that because the administrators and staff are focusing on attendance and its importance, it is also important to look at what is causing the student not to be able to attend, and what can we do to get over those obstacles.

Mr. Ketih commented that he thought all three new curriculum courses are important additions. The Personal Finance program is very important for our students as they exit high school. After the pilot is completed, he feels it should be considered as a junior year option, too. He asked if we had considered an online option for PreK registration to avoid the

problems with PreK registration that happened last year. Mr. Gonyar stated that to avoid that, we are going to extend that window, and make sure we have enough slots for all of the students. We have 64 slots right now, if we need to open another 16 we could do a half a PreK or possibly another full time PreK if there are more than 80 students. Our strategy is that we know how important PreK is and we want to support that in Hermon.

Mr. Harris asked what happens to the old bus being replaced with the new bus coming in. Mr. Gonyar stated that we have to trade it. Mr. Harris likes the direction the Bridge Year is going with being able to select different options as well as being able to pick it up as a senior. He wanted to acknowledge the basketball teams being undefeated. That is a big deal as well as Katelyn Walsh being selected for All State Music. He inquired about the snow on the rooves with the rain coming. Mr. Gonyar stated he would look into that tomorrow. Mr. Harris stated that he was glad to see that issues regarding the 1-4 scale were being addressed at HMS. He asked for clarification as to why the terminology formative and summative was being used versus homework and testing. He felt that Gail Gordon being part of staff planning is a great idea. Parking and traffic flow at HES was discussed. The concert was divided this year to address the parking issue; it will be divided again next year. He asked how the different strategies for students at the high school regarding attendance were working. Mr. Walsh stated that he has only had to pull the privilege for three students for excessive tardiness. Upon asking Miss Treat, student representative, was asked what the student perception was and she felt the students love the privileges and it gives them a sense of freedom.

Mrs. Smith stated she had received several calls the night of the concert. The concert had been split this year to address the parking issue; it will be divided again next year, possibly on separate nights or afternoons. She was excited for the new courses, especially the Personal Finance course. She mentioned that Mr. Walsh was correct when stating that you should arrive early for the basketball games. She stated that she will not be at the February meeting as she will be in Florida on vacation.

Miss Treat stated that the student policy committee met with Mrs. Biberstein and discussed the drink policy. NHS is getting ready for the State caucus that they are going to, and they are hoping to send one person to run for a State position. Student Council is planning winter carnival and coming up with a theme. NHS and Student Council both donated 5 boxes to the Shaw House.

E. Other

Mr. Grant added that NHS has volunteered to send students down to the HMS for some tutoring with the middle school students.

Item IX: Mr. Harris moved, seconded by Mrs. Smith to approve Warrant # 12 of December 15, 2017, Warrant # 13 of December 29, 2017 and Warrant # 14 of January 12, 2018.
Unanimous Vote (5)

Item X: Mr. Harris moved, seconded by Mr. Keith to enter into Executive Session at 7:31 pm pursuant to 1 M.R.S.A. § 405 (6) (D) to discuss Contract Negotiations.

Unanimous Vote (7)

The school committee returned to public session at 7:40 pm

Mr. Harris moved, seconded by Mrs. Farnham to accept the November 14, 2017 Agreement between the Hermon School Committee and the Hermon Education Association for the Educational Technicians I, II & III, for August 29, 2017 to August 31, 2020, as presented.

Unanimous Vote (5)

Item XI: Mr. Harris moved, seconded by Mr. Keith to enter into Executive Session at 7:44 pm pursuant to 1 M.R.S.A. § 405 (6) (A) to discuss Employment of Superintendent.

Unanimous Vote (7)

The school committee returned to public session at 7:50 pm

Mr. Harris moved, seconded by Mr. Keith to extend the superintendent's contract by one year.

Unanimous Vote (5)

Item XII: Mr. Harris motioned, seconded by Mr. Keith to adjourn the meeting at 7:51 pm. Accepted unless doubted.

Respectfully submitted,
Jody White
Recording Secretary