

MSAD #70 Board Meeting

MSAD #70's mission is to provide quality instruction, positive learning opportunities, and a safe educational environment to ensure every student graduates as a responsible citizen who has achieved proficiency in state/district approved standards.

Date: Tuesday, July 9, 2024

Time: 7:00 p.m.

Place: Central Office Board Room

Agenda

a. Agenda Adjustments:

b. Pledge of Allegiance:

c. Public Comment:

d. Presentations:

e. Information Items:

1. Financials
2. Board Standing Committees

f. Consider the minutes of June 17, 2024

g. Action Items:

1. Election of Board Officers
2. Approve second reading of policies JE – Student Attendance, JEA – Compulsory Attendance, J EAA-R – Attendance Policy and Procedure, and IKF – Graduation Requirements
3. Approve Cook Assistant Candidates -

h. Administrator Reports:

i. Executive Session:

j. Consider Adjournment:

**Region School Unit 70 /MSAD #70 Board of Directors
School Board Meeting Minutes
June 17, 2024**

The Region School Unit 70 /MSAD #70 Board of Directors held a regular board meeting on Monday, June 17, 2024 at the Central Office Board Room The School Board Chair, Ronald Silliboy, called the meeting to order at 7:00 p.m.

Members Present: David Harris, Curtis Harrison, Kevin Harrison, Melissa Little, Edward McGillicuddy, Tim Moore, Clarissa Porter, Isac Quint, Ronald Silliboy, Lynn Tuck

Members Absent: John Austin

Members Excused: Mark Ganzel, Jared Hand

Also Present: Tyler Putnam, Lori Lenentine,

Staff Present: Matthew Oliver, Diane Jurson, Bernadette Willette, Suzette Belyea, Aimee Goff, Haley Saucier, Lisa Wilson, Melanie Drew, John Gaug, Catrina Kemp

Public Present: Jessica Hallet, Riley Hutchinson, Meghan Martin

Pledge of Allegiance:

Agenda Order and Adjustments:

Information Items:

6. Transfer Kerri Spellman to Title I Ed Tech III Position
7. Policy JEAA – Student Attendance/Student Absences and Tardiness reviewed with no changes
8. Next Policy Committee meeting – September 4th
9. Maine School Management Association has been awarded the Insurance Bid for the upcoming school year

Action Items:

8. Approve first reading of policies JE – Student Attendance, JEA – Compulsory Attendance, JEAA-R – Attendance Policy and Procedure, and IKF – Graduation Requirements

It was moved by Tim Moore and seconded by Kevin Harrison to approve agenda adjustments.

Motion carries unanimously

Executive Session: 1 M.R.S.A. § 405 (6)(A) – Personnel

Public Comment: None

Presentations: Barr Program – Tyler Putnam for Leslee Mahon and Kim Nason

Information Items:

1. Financials
2. Resignations – Karla Harrison – Cook
3. PFAS/Construction Update – Harbison Heating and Plumbing will be performing the installation
4. Educator Spotlight – Sara McQuarrie

5. ESEA Team's Application/Plan (3 goals) Update and Public Comment
6. Transfer Kerri Spellman to Title I Ed Tech III Position
7. Policy JEAA – Student Attendance/Student Absences and Tardiness reviewed with no changes
8. Next Policy Committee meeting – September 4th
9. Maine School Management Association has been awarded the Insurance Bid for the upcoming school year

Consider minutes of May 13th and May 23rd

It was moved by Isac Quint and seconded by Kevin Harrison to approve the minutes of May 13, 2024 and May 23, 2024

Motion carries unanimously.

Action Items:

Move that the Warrant for Assessment of Tax and the Assessment Schedule and Notice of Installments for each member municipality prepared by the Treasurer for fiscal year July 1, 2024, to June 30, 2025, be approved and be issued in form presented to this meeting; and that the Treasurer shall be authorized and directed to deliver to each member municipality its Warrant for Assessment of Tax and its Assessment Schedule and Notice of Installments.

It was moved by Tim Moore and seconded by Curtis Harrison that the Warrant for Assessment of Tax and the Assessment Schedule and Notice of Installments for each member municipality prepared by the Treasurer for fiscal year July 1, 2024, to June 30, 2025, be approved and be issued in form presented to this meeting; and that the Treasurer shall be authorized and directed to deliver to each member municipality its Warrant for Assessment of Tax and its Assessment Schedule and Notice of Installments.

Motion carries unanimously

Approve Varsity Girls Soccer Coach – Casey Tarr

It was moved by Isac Quint and seconded by Tim Moore to approve Varsity Girls Soccer Coach – Casey Tarr

Motion carries unanimously.

Approve Pre- K to Grade 12 School Nurse – Meghan Martin

It was moved by Isac Quint and seconded by Kevin Harrison to approve Pre-K to Grade 12 School Nurse – Meghan Martin

Motion carries unanimously.

Approve Ed Tech III at Mill Pond School – Item was addressed in Information items with transfer request for Kerri Spellman being approved

Approve Grade 9 – 12 Science Teacher – Lauren McGillicuddy

It was moved by Tim Moore and seconded by Isac Quint to approve Grade 9 – 12 Science Teacher – Lauren McGillicuddy

Motion carries by a vote of 9 yes and 1 abstention

Approve July Board meeting date change to Tuesday, July 9, 2024

It was moved by Curtis Harrison and seconded by Kevin Harrison to approve July Board meeting date change to Tuesday, July 9, 2024

Motion carries unanimously

Approve the discontinuation of the Child Adult Care Food Program

It was moved by Isac Quint and seconded by Curtis Harrison to approve the discontinuation of the Child Adult Care Food Program

Motion carries unanimously

Approve first reading of policies JE – Student Attendance, JEA – Compulsory Attendance, JEAA-R – Attendance Policy and Procedure, and IKF – Graduation Requirements

IT was moved by Curtis Harrison and seconded by Kevin Harrison to approve first reading of policies JE – Student Attendance, JEA – Compulsory Attendance, JEAA-R – Attendance Policy and Procedure, and IKF – Graduation Requirements

Motion carries unanimously.

Administrator Reports:

Mill Pond School – Matthew Oliver
Hodgdon Middle/High School – Lacey McQuarrie

Regular Meeting adjourned at 7:48 p.m.

Executive Session: 1 M.R.S.A. § 405 (6)(A) – Personnel

Entered: 7:52 p.m.

Exited: 8:06 p.m.

Approve Tyler Putnam as Interim Middle/High School Principal for School year 2024 – 2025

It was moved by Clarissa Porter and seconded by Tim Moore to approve Tyler Putnam as Interim Middle/High School Principal for School year 2024 – 2025

Motion carries unanimously

Meeting adjourned: 8:10 p.m.

Respectfully Submitted,



Tyler Putnam
Superintendent

GRADUATION REQUIREMENTS

Before entering high school, students need to know the standards for attaining a high school diploma in order to plan an appropriate, sequential, educational program to meet that goal.

The Superintendent, through the high school principal or other designee, shall be responsible for making accurate information concerning diploma requirements available to incoming students and their parent/guardians prior to the start of their ninth grade school year. A copy of this policy will be disseminated to all incoming ninth grade students at the time of course selection. This policy will also be included in every edition of the high school student handbook.

The Board has approved this schedule of minimum requirements for graduation.

I. DIPLOMA REQUIREMENTS

Students who anticipate graduating in the Class of 2021 and beyond must meet the following minimum requirements in order to be awarded the Hodgdon Middle / High School diploma. Those graduating prior to 2021 will meet the prior policy IKF dated July 13, 2009.

- A. Students must demonstrate that they have achieved proficiency in the cross-curricular Guiding Principles of the Maine Learning Results (MLR).

The Guiding Principles state that each Maine student must leave school as:

1. A clear and effective communicator
2. A self-directed and lifelong learner
3. A creative and practical problem solver
4. A responsible and involved citizen
5. An integrative and informed thinker

- B. Students must demonstrate that they have achieved proficiency in the content-area graduation standards of MLR. Meeting the standards entails demonstrating proficiency through either course-based or non-course based assessments in each of the following content areas:

1. English Language Arts

2. Mathematics
3. Social Studies
4. Science and Technology
5. Health and Physical Education
6. Visual and Performing Arts
7. Career and Education Development

In order to pursue one or more of the multiple/alternative pathways, a student must have a Continuous Personal Learning Plan detailing how the pathway will provide exposure to the content standards of the Learning Results and/or the Guiding Principles and how the student will demonstrate achievement of the standards. The personal learning plan must be presented to the Guidance Counselor, Leadership Team, Content Teacher, and the Building Principal, before being approved by the Building Principal.

C. Students will reach this proficiency by successfully completing a total of 24 credits/Experiences. For example:

1. English/language arts – 4 credits/Experiences of enrollment
2. Mathematics – 4 credits/Experiences;
3. Social studies - 3 credits/Experiences
4. Science - 4 credits/Experiences
5. Fine arts, which may include art, music, tech trades – 1 credit/Experience
6. Health/Physical Education - 1 credit/Experience
7. Career and Education Development - 1/2 credit/Experience along with Advisory - 1/4 credit in each year enrolled at MSAD #70. Advisory includes but is not limited to: the completion of a portfolio, the presentation of a sophomore and a senior exhibition and the acquisition of a minimum of 10 hours per year of community service.

The remaining credits may be selected by the student based upon the student's interests, abilities, and the requirements of the field that the student plans to enter upon graduation.

1. A student who is deficient in these requirements may meet them through a post-secondary course, a State-approved adult education course (maximum of two courses), a State approved summer school program, or a distance learning or correspondence course approved by the school principal in advance of registration. The student may participate in the next regular graduation ceremony following successful completion of the requirements, or may request his/her diploma from the principal at the completion of said requirements.
2. A student who leaves Hodgdon Middle/High School without attaining a diploma to attend an accredited, degree-granting institution of higher education may upon satisfactory completion of the freshman year be awarded a high school diploma, provided that the student has notified the principal at the time of the early admission.

D. Students must abide by the Federal law that states third year high school students must be assessed in English Language Arts, Mathematics and Science unless formally exempted through Maine Department of Education procedures. This state testing is required for a student to be considered for a Hodgdon Middle/High School diploma and the results of testing may be used in part or in whole to determine and/ or certify student proficiency in one or more content areas required for graduation.

II. ADDITIONAL CONSIDERATIONS

A. **Multiple Pathways:** Every student is eligible to create a multiple pathway. In order to create a multiple pathway to graduation, a student must have an ongoing personal learning plan detailing how he or she will demonstrate competency when a "pathway" is in lieu of core academic experiences. Each pathway option provides a quality learning experience that is rigorous for the individual. Multiple pathway experience will be determined, assessed, and documented through the school.

Multiple Pathway options include but are not limited to:

1. Career and Technical Education Programming
2. On-line or virtual learning
3. Alternative or at-risk programming
4. Adult education
5. Apprenticeships / internships / field work / exchange experiences
6. College or dual enrollment courses

7. Other - as approved by Administration
- D. **Transfer Students:** For students who transfer to Hodgdon Middle/High School from another state or from an educational program that is not required to be aligned with the content standards of the MLR, administration and an appropriate team of teachers at Hodgdon Middle/High School shall determine the value of the student's prior educational experience towards meeting graduation requirements of this school.
- E. **Students Receiving Special Education Services:** Students who successfully meet the content standards of the MLR as specified in the goals and objectives in their Individualized Education Plan (IEP) including all required state and federal testing, will be awarded diplomas. Students must abide by the Federal law that states third year high school students must be assessed in English Language Arts, Mathematics and Science unless formally exempted through Maine Department of Education procedures with accommodations in accordance with their IEP.
- F. **Early Awarding of Diplomas:** A student who has met the State's and the Board's diploma requirements in fewer than four years of high school may be awarded a diploma.
- G. **Extended Study:** Students are eligible for extended years of study to complete the requirements of a diploma if they have not reached the age of 20 at the start of the school year. Students eligible for extended years of study may be referred to adult education or other resources suitable to young learners. Extended study for students with disabilities shall be specified in the student's Individualized Education Plan.
- H. **Participation in Graduation Ceremony:** Students who have completed all state and board requirements for a high school diploma may participate in graduation exercises. Students may, with the permission of the principal, petition to take part in graduation with their original cohort (class they entered high school with) if they have not met all graduation requirements, provided they have an approved plan in place to meet those requirements no later than August 15th of their graduation year. Their diplomas will be held until such time as all requirements are met, up to August 15th.

I. Honors and Awards at Graduation

In order to be eligible for honors or awards based wholly or in part on academic achievement (e.g., valedictorian, salutatorian, class speaker, "Top 10"), a student must have been enrolled full time at Hodgdon/Middle High School for three semesters preceding graduation. Students who do not meet this enrollment requirement will not be "ranked" for the purpose of determining eligibility for graduation honors or awards.

Legal Reference: 20-A MRSA § 4722 - A
Ch. 127 § 7 (Me. Dept. of Ed. Rules)
Ch. 301 – General Provision for Special Services
20-A MRSA 4511 – Multiple Pathways
20-A MRSA 6209 – State Validation

Cross Reference: IKFA - Early Graduation
ILA - Testing and Assessment of Students (Local Assessment System)

Adopted: August 8, 2005

Revised: July 13, 2009; July 10, 2017, April 9, 2018

COMPULSORY ATTENDANCE

Under state law, full-time school attendance is required of every child 6 years of age or older and under age 17, unless the child has received a high school diploma or its equivalent.

Exceptions:

- A. A person who graduates from high school before their 17th birthday;
- B. A person who has:
 - 1. Reached the age of 15 years or completed the 9th grade;
 - 2. Permission to leave school from that person's parent;
 - 3. Been approved by the principal for a suitable program of work and study or training;
 - 4. Permission to leave school from the Board or its designee; and
 - 5. Agreed in writing with that person's parent and the Board or its designee to meet annually until that person's 17th birthday to review that person's educational needs. When the request to be excused from school has been denied pursuant to this paragraph, the student's parent may appeal to the Commissioner; or
- C. A person who has matriculated and is attending an accredited, post-secondary, degree-granting institution as a full-time student. An exception to the attendance in public school under this paragraph must be approved by the Commissioner.
- D. A person who is enrolled in an online learning program or course, at the discretion of the building principal

Attendance of Children Five Years of Age or Older and Under Six Years of Age

Although not required to enroll in school, a child five years of age or older and under six years of age who is enrolled in a public school and who has not formally withdrawn is required to attend that school during the time it is in session.

Excusable Absences

A person's absence is excused when the absence is for the following reasons:

- A. Personal health, including physical, mental and behavioral health;
- B. An appointment with a health professional that must be made during the regular school day;
- C. Observance of a recognized religious holiday when the observance is required during the regular school day;
- D. A family emergency;

- E. A planned absence for a personal or educational purpose that has been approved;
- F. Education disruption resulting from homelessness, unplanned psychiatric hospitalization, unplanned hospitalization for a medical emergency, foster care placement, youth development placement or some other out-of-district placement that is not otherwise authorized by either any individual education plan or a superintendents' student transfer agreement. "Education disruption" does not apply to a student who is out of school for 10 or more consecutive school days as a result of a planned absence for a reason such as a family event or a medical absence for planned hospitalization or recovery.

Parental Responsibility

Parents are responsible for the school attendance of students who are under 17 years of age. The school unit shall work with families in an effort to ensure compliance.

Alternatives to Attendance at Public Day School

- A. Equivalent instruction alternatives are as follows:
 - 1. A person shall be excused from attending a public day school if the person obtains equivalent instruction in:
 - a. A private school approved for attendance purposes pursuant to 20-A MRSA § 2901;
 - b. A private school recognized by the department as providing equivalent instruction;
 - c. A home instruction program that complies with the requirements of 20-A MRSA § 5001-A(3)(A)(4); or
 - d. Any other manner arranged for by the Board and approved by the Commissioner.
- B. A person may be excused from attendance at a public day school pursuant to 20-A MRSA § 5104-A (other public or private alternative programs) or § 8605 (student attendance in adult education courses).

Credit for Attendance at a Private School

A student shall be credited with attendance at a private school only if a certificate showing the name, residence and attendance of the person at the school, signed by the person or persons in charge of the school, has been filed with the school officials of the administrative unit in which the student resides.

Discontinuation of Home Instruction

If the home instruction program is discontinued, students of compulsory school age must be enrolled in a public school or an equivalent instruction alternative as provided for by law. The receiving school shall determine the placement of the student. At the secondary level, the principal of the receiving school shall determine the value of the prior educational experience toward meeting the standards of Maine's system of Learning Results.

Adult Students

Secondary school students 20 years of age or more will only be admitted to the school unit with prior Board approval.

Legal Reference: 20-A MRSA § 5001-A; 5003; 5104-A; 5201; 8605
Me Dept of Educ Rule Ch. 125 and 127

Cross Reference: IHBG - Home Schooling
JFC - Student Withdrawal from School/Dropout Prevention Committee
JHB – Truancy

Adopted: March 9, 2009

Revised: November 14, 2022

STUDENT ATTENDANCE/STUDENT ABSENCES AND TARDINESS

Regular school attendance is essential to academic success. Because the process of education depends upon exposure to subject matter, continuity of instruction and class participation, absence from class is detrimental to student learning. The interaction of students with the teacher and with other students contributes to mastery of content, critical thinking, and development of effective communication and social skills.

Responsibility for maintaining student attendance is a shared responsibility.

- A. Except for excused absences, students are expected to attend school every day, arrive at school and to each class on time, and remain in school for the full day.
- B. Parents are expected to ensure that their children arrive at school each day on time, remain in school for the full day, and attend school consistently throughout the year.
- C. Schools will maintain a comprehensive attendance record for each student. School staff is expected to monitor attendance and communicate with parents and students regarding attendance and tardiness.

The Superintendent, in consultation with school administrators and, as appropriate, other school unit staff, shall be responsible for developing rules and procedures related to student attendance. Such rules and procedures will include provisions for:

- A. Disciplinary consequences for unexcused absences, tardiness, early departures and absences from classes;
- B. The potential academic consequences of excessive absenteeism; and
- C. The making up of tests, quizzes and other work missed during excused and unexcused absences.

The Board's policy and the schools' attendance rules and procedures will be communicated to students, parents, administrators and staff by means of student and staff handbooks, student and parent orientations and/or other means as deemed effective and appropriate. The potential disciplinary consequences for

unexcused absences from school or class and for unexcused tardiness and early departures will be included in the student code of conduct.

Cross Reference: JEA – Compulsory Attendance
JFC – Dropout Prevention/Student Withdrawal from School
JHB - Truancy

Adopted: March 9, 2009

Reviewed with no Changes: June 13, 2024

ATTENDANCE POLICY AND PROCEDURE

Consistent and regular school attendance is essential for students to make satisfactory academic progress. In many classes, the most valuable learning takes place during class discussions and exchanging of ideas. Make-up work is never sufficient to correct the loss of academic learning that takes place in the classroom. The primary responsibility for a student's regular attendance rests on the shoulders of the student and the family. Although the Board of Directors realizes that occasional absences from school are necessary, these instances must be kept to an absolute minimum.

Excused absences:

State of Maine law, title 20A, Section 500 2, states "a person's absence is excused when the absence is for any of the following reasons:

1. Personal illness;
2. Appointments with health professionals that cannot be made outside the regular school day;
3. Observance of regular religious holidays when it is required during the regular school day;
4. Emergency family situations;
5. Planned absence for personal or educational purposes that has prior administrative approval."

Students are responsible for having a written note or a phone call of excuse from a parent or guardian within two days of returning to school or the absence will be considered unexcused regardless of the reason. All work, regardless of cause of absence, must be completed within 2 days of return to school.

Excessive Absence:

Excessive absence is defined as unexcused absences in excess of 3 days per ranking quarter in any class. When a student misses class because of field trips, assemblies, athletic events, testing, suspension or any other such activities that the principal deems necessary these absences will not be counted against the student.

Procedure and Consequences for Excessive Absences:

1. When a student accumulates three unexcused absences per ranking quarter in any class both the student and parent will be notified by letter. The student will receive a grade of 65 or his/her earned grade, whichever is lower, will be recorded.
2. When a student exceeds the attendance limits, the student or parents may request a hearing before the Attendance Committee consisting of the Principal, Guidance Director, Attendance officer and Teachers. This committee will have the authority to retain the grade of 65 for the quarter or grant back the original grade based upon the facts presented.
3. With the approval of the teacher, a student may earn back days by doing extra work in the classes from which they were absent. The ability to do so will be determined at the attendance hearing.
4. Any student that exceeds 20% absenteeism (excused or unexcused) in any class may lose credit in that class, at the discretion of the building principal.

Tardiness to school:

Unexcused tardiness will not be accepted. When a student accumulates four unexcused tardies to class per ranking period, an hour of detention will be issued. After every four unexcused tardies progressive disciplinary action will occur. Tardies will re-start at zero at the beginning of each quarter.

Legal Reference: 20-A MRSA § 5001-A; 5003; 5201
Ch. 125 § 8.06 (Maine Dept. of Ed. Rules)

Cross Reference: JEA – Compulsory Attendance
JEAA – Student Attendance, Absence, Tardiness

Adopted: March 2009

**MSAD #70 Board of Directors
Slate of Officers and Committees
2023 - 2024**

Chairman
Vice Chairman

Ronald Silliboy
Curtis Harrison

Administrators Committee
Admincomm@msad70.org

Ronald Silliboy
Curtis Harrison

Edward McGillicuddy
Tim Moore

Finance Committee
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Tim More
Ron Silliboy

David Harris
Edward McGillicuddy

Negotiations
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Clarissa Porter
David Harris

Tim Moore
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Bernadette Willette
Sara McQuarrie
Chad White

Jared Hand
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Derrick Wright

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Clarissa Porter
Mark Ganzel

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Sports Committee
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Ronald Silliboy
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