

**Brunswick School Board**  
**MINUTES**  
Wednesday, October 8, 2014  
7:00 p.m.  
Executive Session following  
Town Hall  
85 Union Street

Board Members Present: Michele Joyce, Chair; William Thompson, Vice Chair; Brenda Clough;  
Richard Ellis; James Grant; Chris McCarthy; Corinne Perreault; Joy Prescott

Board Members Absent: Janet Connors (arrived at 7:45 p.m.)

Staff Members Present: Paul Perzanoski, Superintendent; Gregory Bartlett, Assistant Superintendent;  
James Oikle, Business Manager; Sue Alexander, Administrative Secretary  
Shanna Crofton, BHS Principal; Pam Wagner, BHS teacher; Paul Austin,  
Student Services Director; Jim Oikle, Business Manager; Walter Wallace,  
BJHS Principal; Lisa Cushman, BJHS Assistant Principal; Jean Skorapa, HBS  
Principal

Guests: BHS students; Brunswick Police Officer; members of the press; and others.

**Call to Order**

**Pledge of Allegiance**

**Attendance/Roll Call**

Ms. Joyce 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**

- a. Mr. Ellis would like to add a Facilities Committee Report.

**Consent Agenda Action**

Ms. Joyce abstained from the approval of the September 10 minutes.

The following items were approved by unanimous consent of Board members present:

**\*75. Consideration of Approval of the Minutes:**

Minutes of September 10, 2014

Minutes of September 24, 2014

**\*76. Policy and Planning Committee:**

**Consideration of First Read Policies**

- a. Revised Policy FILE: EEAEAA Drug and Alcohol Testing of School Bus Drivers
- b. Revised Policy FILE: EEAEAA-R Drug and Alcohol Testing of School Bus Drivers  
Administrative Procedure

**\*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: | Carmon Parker | Charlotte Mastropasqua | 1 <sup>st</sup> |
|                        | Alisha Copp   | Vicki Farsaci          | 1 <sup>st</sup> |

|                        |                      |                            |                 |
|------------------------|----------------------|----------------------------|-----------------|
|                        | Sarah Sherrill       | Emily Moll                 | 1 <sup>st</sup> |
|                        | Christine Capobianco | Emily Moll                 | 2 <sup>nd</sup> |
|                        | Megan Flanders       | Melissa Madden             | FT              |
|                        | Meghan Murray Taylor | Shelby Kavanaugh           | 2 <sup>nd</sup> |
|                        | Kristen Hunter       | Shelby Kavanaugh           | 1 <sup>st</sup> |
| Coffin School:         | Jessica Sapp         | Cheryl Crockett            | 2 <sup>nd</sup> |
|                        | Eugenie Knowles      | Vicki Farsaci              | 2 <sup>nd</sup> |
|                        | Kalie Dunn           | Sharon Harvie              | 2 <sup>nd</sup> |
|                        | Barbara Burgess      | Joyce Foley/Sharon Harvie  | 2 <sup>nd</sup> |
|                        | Kimberly Jordan      | Sharon Harvie/ Joyce Foley | 1 <sup>st</sup> |
|                        | Angela Evans         | Joyce Foley                | 1 <sup>st</sup> |
| Brunswick High School: | Chris Baribeau       | Margaret Dalrymple         | 1 <sup>st</sup> |
|                        | Becky McKearns       | Charlie Arcand             | 1 <sup>st</sup> |
|                        | Brian Choate         | Deborah Bartley-Wing       | 1 <sup>st</sup> |
|                        | Cynthia Cygan        | Margaret Nulle             | 1 <sup>st</sup> |
| Brunswick Jr. High:    | Jonathan Fisk        | Kathy Dekker               | 1 <sup>st</sup> |
|                        | Marie Larsen         | Kathy Dekker               | 2 <sup>nd</sup> |
|                        | Kamis Ley            | Christine Sullivan         | 1 <sup>st</sup> |

### Old Business

None

### Communications/Correspondence

Ms. Prescott noted that she and other Board members have received multiple emails regarding the fifth grade transition, facilities, and the School Climate survey.

### Public Participation

Lancelot Naipier-Kane, 19 Chestnut Road, and Sarah Judd, 11 Lincoln Street: BHS seniors that would like to ask the Board to reconsider their \$10,000 cap for this year's graduating class. They expressed their reasons and asked the Board to consider an additional \$4,000 to cover the current estimated graduation cost of \$14,288.36.

Buckley Hugo, resident of District 1: He recently obtained copies of Commission documents related to Brunswick School Department's recent involvement in a sexual harassment investigation before the Maine Human Rights Commission. He asked Board members to read these documents and discuss them with the administration.

### Superintendent's Report

#### a. Building and Equipment Use:

- Southern Maine Community College – use of high school
- Mad Science Program – use of HBS
- Brunswick Bay Board Meeting – use of high school
- BACSE – use of Hawthorne conference room for monthly meetings
- District III Elementary Honors Festival – use of HBS
- PSO Kinderkonzert – use of Crooker Theater

#### b. Donations

- \$200 to BJHS Music Department – Mr. Donald Woolever and Ms. Cynthia Dechenes
- School supplies to HBS – Pathway Vineyard Church

Mr. Perzanoski thanked them for their generosity.

c. Budget Update – Mr. Oikle

Mr. Oikle reported that the current budget is up and running. This year we have a new initiative to break out all the benefits instead of being in one “pool” as they had been for the past 20 years. He is going over last year’s budget as the auditors are coming next week and he wants to make sure that it looks as good as possible for the audit. We did get the proficiency grant again this year of approximately \$26,000. We also received impact aid of \$2,300.

d. Superintendent’s Advisory Group

The Superintendent’s Advisory Group met on program options. They have formed two sub-committees: one to develop a survey, and the other to do research. The Research Committee thought that they would start with programs that we already have in the district. The Survey Committee is developing questions about programming for the survey. The survey will be a community survey and the goal is to give a report to the Board in February on work that has been done.

e. Sister School Update – Mr. Bartlett

Mr. Bartlett reported that during the week of September 28 to October 3, 18 students from the Affiliated Primary School of Jinhua, China visited and stayed with students from Harriet Beecher Stowe School. Principal Jean Skorapa and Assistant Principal Josh Levy were thanked for all their work in planning such a wonderful cultural experience. Mr. Bartlett also thanked the 18 host families who hosted these Chinese students for the week. Despite the language barrier, many close friendships were formed. A slide show of the visit was shown.

f. Grade 5 Transition Update

Mr. Wallace gave a reminder of steps taken last year:

- visitations to Westbrook and Cape Elizabeth who have the grade 5-8 configuration
- survey of schools in Maine with 5-8 configuration
- research middle level schools with that configuration
- continued our research on middle level best practices

and a report of what has been done this year:

- initial meeting of 19 BJHS and HBS staff members
- formation of 9 different sub committees to divide up the work for the transition
- created a parent/staff letter with overview of the process and an invitation to join the committee
- currently working on a parent survey
- create a website which will include minutes, upcoming events, and an area to ask questions

and plans for the remainder of the year:

- plan “Meet in the Middle” where parents can come during the day and see what it looks like
- evening informational night
- student step-up day with 4<sup>th</sup> graders, similar to what has been done with 5<sup>th</sup> graders
- student visitations
- joint staff meetings
- formation of a 5<sup>th</sup> grade transition steering committee
- formation of 9 sub-committees: Staffing/class configurations; Scheduling; Student Progress Reporting; Staff Transition; Parent and Student Transition; Facilities/Technology/Equipment; Transportation; Communications and calendar for this process.

g. School Climate Survey

Mr. Perzanoski reminded the Board that they have been talking about school climate for a couple years and what School Climate is about. (It is looking at how safe kids feel at school, if they have an adult they can go to, how relevant their courses are, what opportunities they have besides academics, are parents given an opportunity to be involved, are staff provided with support, are staff given the opportunity to improve their knowledge, is it a safe place to work, etc.) Mr. Perzanoski spent the summer looking at different options and has found one. He would like the Board to give him the ability to continue to research this opportunity by asking the company for a formal quote and also ask them about the options available as to the questions that we may want to include. The Board agreed to allow him to do this.

### Board Chair's Report

a. Student Liaison

Ms. Joyce announced the new student liaison, Molly Gramins. Ms. Joyce read a brief bio of Molly and welcomed her. (Molly was unable to attend the meeting) Ms. Clough will be her mentor.

b. MSBA Fall Conference

Ms. Joyce reminded the Board of the fall conference to be held October 23-24.

c. October 15 Special Board Meeting

Ms. Joyce reminded the Board of the Special Meeting to be held October 15 at 6pm at the Hawthorne Conference Room to go over the Board self-evaluation.

### Committee Reports

a. Curriculum & Program Development Committee – Ms. Perreault

They met on October 6. Ms. Crofton and Ms. Cygan from BHS gave a presentation on a dual enrollment CAD graphics class with SMCC at no cost to Brunswick.

78. Vote to approve BHS CAD graphics class as a dual enrollment class with SMCC.

Motion: Thompson      Second: McCarthy      Vote: Unanimous of the Board members present

The committee also met with Sue Woodhams, Director of Technology, and discussed the role of technology. This was helpful and the committee would like to suggest a Board workshop in January or February to discuss what the Board would like to see from the technology department and also to understand what the department does. John Paige also spoke on the 6-8 language curriculum. More information will be brought to the Board in November. They also discussed the curriculum work that was done during the summer. The committee is also going to post to the website a three-phase review cycle of curriculum work. Their next meeting will be November 4 at 10:30 am.

b. Student Services Committee – Ms. Clough

The committee met on September 11 and October 3. They heard a nutrition program update in September and the statistics that went along with that. In October they had a discussion about the pre-school program and was also brought up to date on the RTI program at BHS which is up-and-running successfully. They also had an update on the Special Education department.

c. Wellness Committee Report – Ms. Prescott

The committee met September 29. The 5-2-1-0 initiative is continuing. Coffin School was awarded the 5-2-1-0-Bronze medal for last year. The committee also discussed a recent article regarding the importance of recess in a student's day. They also discussed Harvest Lunch in the overall district where something local was served every day for a week in September and are looking to do this again in October. The committee also looked at their goals for this year and what our Wellness policies are.

d. Cable TV – Mr. Grant

The committee discussed what type of work was done over summer. They also discussed what type of educational initiatives that could be coming in the future.

e. MSBA – Mr. Grant

MSBA held a Cumberland County forum for state and senate candidates. It was a chance for School Boards to share with MSBA representatives what they thought the candidates should understand is important about education. The candidates heard a concern of the state funding mechanism, EPS, and to make sure the state share is balanced. They also heard a concern about balancing the financial share of the charter school initiative, and the state's overseeing of assessment tools. It was a well-attended forum. Mr. Grant shared an agenda for the next meeting of the MSBA committee that he is on to demonstrate what type of work that committee does.

Ms. Joyce thank Mr. Grant for being an important voice for Brunswick at MSBA.

f. Facilities & Maintenance Committee – Mr. Ellis

The committee met on October 2 and discussed summer projects that were done. A lot of work was done on security in our buildings, with a significant amount of work done at BHS and Coffin. The cafeteria at BHS had new flooring and chairs, and there was work done to the data closet at BJHS. The air quality project at BJHS is still going on. In December the gym floor at BJHS is scheduled to be stripped and refinished. There was also discussion of future projects and he encouraged the Board to look at the town's Capital Improvement Plan and talk to Town Counselors. He noted a couple future projects as replacement of the boiler at BHS and replacement of the track at BHS, which is becoming a safety issue.

### New Business

The administration has been working since June to develop Option 6 which will give us an extension for the proficiency diplomas until July 2020. Mr. Perzanoski asked the Board to approve this extension.

**A five minute break was given.**

79. Consideration to authorize the Brunswick School Department to request of Maine Department of Education to grant an Option 6 extension through July 1, 2020 for the requirement that students demonstrate proficiency in the eight content areas and the standards of the guiding principles in order to receive a diploma. (Maine Revised Statute 20-A Section 4722-A)

Vote to approve extension as stated in item 79.

Motion: Connors

Second: Thompson

Vote: unanimous of the Board members present

80. Consideration of the Superintendent's Nomination of Teachers for 2014-2015 School Year

Vote to elect the following teacher for the 2014-15 school year:

Minh Canfield, .5 Title 1 Mathematics Teacher, Coffin School, one-year

Motion: Grant      Second: Connors      Vote: unanimous of the Board members present  
Nomination of above teacher was approved.

**Calendar/Announcements**

October 15, Special Board Meeting at Hawthorne Conference Room

October 22, 6pm, Facilities Board Meeting, Town Hall

October's Policy Committee Meeting has been cancelled

November 6, Facilities & Maintenance Committee

**Future Agenda Items**

School Climate

Progress on goals and possibly include it as part of the Superintendent's Report

Magnet School

Assessment outside of curriculum

High school graduation cost

**Executive Session**

81. Consideration of Executive Session

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


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

The Board entered executive session at 8:35 p.m.

The Board will not re-entered public session.

**Adjournment**

The meeting was adjourned by unanimous consent at 8:35 p.m.

  
Paul K. Perzanoski, Secretary  
Brunswick School Board