

Minutes
MSAD #8 School Board Monthly Meeting
October 18, 2017
Middle School Science Room
6:30 PM

Board Members Present: Rachel Noyes, Virginia Wadleigh, Laura Lazaro, Renee Jones

Absent: Kathi Young.

Administration Present: Superintendent Roy Crawford

1. **Call to order at 6:30** by R. Jones and Pledge to the Flag
2. **Action on the minutes of the September 20, 2017 Regular Meeting. Motion R. Noyes/second L. Lazaro to approve. (4-0)**
3. **Action on the minutes of the September 10, 2017 Work Session. Motion R. Noyes/second L. Lazaro to approve (4-0)**
4. **Action to revise the minutes of the June 9, 2016 District Budget Meeting** as recommended by the school auditor to correct transcription errors. **Motion R. Jones/second R. Noyes (4-0)**
5. **Communications:** None
6. **Approval of the agenda: Motion R. Jones/second L. Lazaro (4-0)**
7. **Questions and comments from the public:** Susie Pitts and , representing the newly formed “Our Island Cares” group spoke with the Board about their efforts to address the Island opioid crisis by supporting addicted individuals and their families. This grass roots effort has grown and gained momentum over the past several months and October 23-31 will be “Red Ribbon Week” to raise awareness of the issues facing our community. A handout of the week’s activities was distributed. The group is seeking support from community groups such as the School Board and Town Selectmen and is developing a supporting resolution for the Board’s future consideration. They thanked the school for joining forces in this effort.

Superintendent Crawford summarized his meeting with Andy Dohr Dinah..... and Yvonne Thomas. They discussed how to cooperatively pursue a multi-faceted approach to this community problem that includes: law enforcement, emergency care, treatment and recovery, education, building personal resiliency, and supporting healthy community activities. We are meeting again on November 2 and this meeting will include more representatives from the school and the medical center.

The Board expressed its support and gratitude.

8. New Business

- a. **Action on revised and new job descriptions:** Special Education Teacher, Gifted and Talented Coordinator, School Nurse, Community Education and Activities Coordinator, SHMH Manager, School Secretary, Payroll/Human Resources/Accounts Payable. Crawford briefly reviewed the job descriptions and pointed out to the Board that they are used primarily to detail skills and competencies when hiring and evaluating employees. They are also vital if legal issues should arise: i.e. Workers Compensation or discrimination disputes.

He focused on the Community Education and Activities Coordinator, which would replace the Adult Education Coordinator. He has been approached by a number of citizens who want to offer programs to pre school aged children, senior citizens, and adults, including music, fitness, wellness and athletics as well as traditional adult education courses like GEDs and IT training. There is currently no mechanism by which to organize the many requests for “non school” activities. Rachel supported this concept and offered that it would give the wider community more access to school facility as intended when the school was built.

Discussion then followed about how this program would be structured, how fees would be assessed, and who would be charge fees, and who would not. Crawford will develop more detailed documents outlining how such a program might operate.

Regarding the Nurse job description, Rachel pointed out that there are critical functions in the job description but that we have been unable to fill the position. She suggested working with the Medical center to help meet school and student needs. Crawford agreed and will look into this possibility.

Motion R. Noyes/Second L. Lazaro to approve all of the job descriptions as presented (4-0) with the understanding that they are approving the Community Education and Activities Coordinator job description but not a program, pending more detail from Crawford. (4-0)

- b. **Draft Policy: Off Island Student transport by employees and volunteers:** Crawford pointed out that VS has no policy regarding volunteers transporting students to and from school events, either in autos or by boat. The school uses its best judgment regarding drivers and operators, but we have no system in place to vet vehicle operators and this potentially puts the operators (their personal liability) and the school (students) at risk. He told the Board that we can take the “if it’s not broke, don’t fix it approach” and that he is fine with that decision. He is simply making the Board aware of the situation.

He had met with insurance and policy experts at Maine School Management who recommended that we enact a policy requiring:

1. Drivers license checks on any volunteer transporting students.
2. A copy of the vehicle’s registration or boat license.
3. A copy of the owner’s vehicle insurance.
4. Boat: evidence that the boat meets Coast Guard requirements.
5. A background check (fingerprinting) if a school employee is not present.

After discussion, it was agreed that such a policy is necessary to protect both the volunteer and the school. Crawford was instructed to further edit the draft policy considering: timelines for accomplishing numbers 1-5 above (policy implementation) and how we deal with local waters trips involving small groups of students.

- c. **Endorse Sports Handbook:** Crawford explained that the handbook has not been revised or edited for several years and needs a thorough review. In addition, may of the practices in the handbook have not been used for a number of years. Pending a more detailed review, Crawford has deleted obsolete or dated information, and has included only that information he knows to be correct and approved by previous Boards. He had deleted the section requiring parents to attend an information meeting with

coaches at the beginning of each season. After discussion the Board instructed that those meetings be included in the handbook and be held beginning with the winter season. Without action, the Board endorsed the draft (including parent meetings) presented and Crawford will publish.

9. **Superintendent's Report: See agenda Item #7**
10. **Personnel matters – nominations & resignations:** Basketball coaches tabled until November 15 meeting.
11. **Set date for November regular meeting:** Next meeting November 15.
12. **Executive session to discuss a student and a personnel matter:** at 7:45, **Motion R. Jones/second L. Lazaro to enter executive session. (4-0)**

At 8:15, motion R. Jones/second L. Lazaro to return to public session. (4-0)

13. **Adjournment:** declared by R. Jones at 8:15.