

6:00-6:30 P.M. – O & A

This is an opportunity for community members to ask Board members questions about the Board's FY24 Adopted Budget

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY– APRIL 12, 2023
POWNALELEMENTARY SCHOOL - CAFETERIA
6:30 P.M. REGULAR SESSION
AGENDA**

1. Call to Order:

The meeting was called to order at _____ p.m. by Chair Michelle Ritcheson

2. Attendance:

___ Colin Cheney
___ Candace deCsipkes
___ Danielle George
___ Susana Hancock
___ Kara Kaikini
___ Elisabeth Munsen

___ Maura Pillsbury
___ Michelle Ritcheson
___ Paul Schulz
___ Kelly Sink
___ Madelyn Vertenten
___ Piper Williams – Student Representative
___ Teagan Davenport – Student Representative

3. Pledge of Allegiance:

4. Consideration of Minutes:

A. Consideration and approval of the Minutes of March 15, 2023 and March 22, 2023 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

5. Adjustments to the Agenda:

6. Good News & Recognition:

- A. Report from Board's Student Representative (10 Minutes)
- B. Good News from Pownal Elementary School - Holly Johnson (10 Minutes)

7. Public Comments: (10 Minutes)

8. Reports from Superintendent: (10 Minutes)

A. Items for Information

- 1. Resignations: (effective at the end of the school year)
 - Stephanie Lewia - School Psychologist
 - Garland Thayer - DCS 5th Grade Teacher
 - Diane Kew - FHS English Teacher
- 2. Additional State Subsidy

9. Administrator Reports:
None

10. Board Comments and Committee Reports: (15 Minutes)

- A. Strategic Communications
 - 1. Workplace Satisfaction Survey
 - 2. Migration of Students

11. Policy Review:
None

12. Unfinished Business: (10 Minutes)

- A. Consideration and approval that the Vote entitled, "Vote to Call and Approve the Warrants for the Budget Meeting and the Budget Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.

Motion: _____ 2nd : _____ Vote: _____

13. New Business:
None

14. Personnel: (10 Minutes)

- A. Consideration and approval to employ a Director of Finance and Human Resources for the 2023-2024 school year.

Motion: _____ 2nd : _____ Vote: _____

- B. Consideration and approval to employ a 1st Grade Teacher at Morse Street School for the 2023-2024 school year.

Motion: _____ 2nd : _____ Vote: _____

- C. Consideration and approval to employ a 7/8 Grade Humanities Teacher at Durham Community School for the 2023-2024 school year.

Motion: _____ 2nd : _____ Vote: _____

15. Public Comments: (10 Minutes)

16. Adjournment:

Motion: _____ 2nd : _____ Vote: _____ Time: _____

**RSU No. 5 Board of Directors Meeting
Wednesday, March 15, 2023 – 6:30 p.m.
Freeport High School - Library
Meeting Minutes**

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the April 12, 2023 meeting).

- 1. CALLED TO ORDER:**
Chair Michelle Ritcheson called the meeting to order at 6:30 p.m.
- 2. MEMBERS PRESENT:** Candace deCsipkes, Susana Hancock (arrived at 6:42 p.m.), Jennifer Galletta, Kara Kaikini, Maura Pillsbury, Michelle Ritcheson, Paul Schulz, Kelly Sink, Madelyn Vertenten. Student Representative Teagan Davenport was in attendance
MEMBERS ABSENT: Colin Cheney, Elisabeth Munsen
- 3. PLEDGE OF ALLEGIANCE:**
- 4. CONSIDERATION OF MINUTES:**
None
- 5. ADJUSTMENTS TO THE AGENDA:**
Addition of an Executive Session
- 6. GOOD NEWS AND RECOGNITION:**
A. Report from Board's Student Representative – Teagan Davenport
- 7. PUBLIC COMMENT:**
None
- 8. REPORTS FROM SUPERINTENDENT:**
A. Retirements/Resignations (effective at the end of the school year):
 Alicia DeRoche - Durham Community School Ed Tech (retirement)
 Amy Eisenhard - Morse Street School Kindergarten Teacher (resignation)
B. FY24 Budget Update
- 9. PUBLIC INPUT ON THE FY24 BUDGET:**
None
- 10. ADMINISTRATOR REPORTS:**
None
- 11. BOARD COMMENTS AND COMMITTEE REPORTS:**
None
- 12. POLICY REVIEW:**
None

13. UNFINISHED BUSINESS:

A. Board Deliberations on the FY24 Superintendent's Recommended Budget

14. NEW BUSINESS:

None

15. PERSONNEL:

None

16. PUBLIC COMMENT:

None

17. EXECUTIVE SESSION:

VOTED: To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) to discuss a personnel matter. (Hancock – Kaikini) (9 – 0) The Student Representative voted with the majority.

Time In: 7:22 p.m.


Time Out: 8:00 p.m.

18. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

19. ADJOURNMENT:

VOTED: To adjourn at 8:01 p.m. (Pillsbury – Kaikini) (9 – 0)


Jean M. Skorapa, Superintendent of Schools

**RSU No. 5 Board of Directors Meeting
Wednesday, March 22, 2023 – 6:30 p.m.
Freeport High School - Library
Meeting Minutes**

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the April 12, 2023 meeting).

1. CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:32 p.m.

- 2. MEMBERS PRESENT:** Candace deCsipkes, Susana Hancock, Jennifer Galletta, Kara Kaikini, Elisabeth Munsen, Maura Pillsbury, Michelle Ritcheson, Paul Schulz, Kelly Sink, Madelyn Vertenten. Student Representative Piper Williams was in attendance
MEMBERS ABSENT: Colin Cheney

3. PLEDGE OF ALLEGIANCE:

Chair Ritcheson thanked Jen Galletta for her years of service as a member of the RSU5 Board of Directors.

4. CONSIDERATION OF MINUTES:

A. VOTED: To approve the Minutes of March 8, 2023.

(Hancock – Vertenten) (10 – 0) The Student Representative voted with the majority.

5. ADJUSTMENTS TO THE AGENDA:

Additional staff under Item #8.A.2

Additional hires under Item #15

6. GOOD NEWS AND RECOGNITION:

A. Report from Board's Student Representative – Piper Williams

7. PUBLIC COMMENT:

None

8. REPORTS FROM SUPERINTENDENT:

A. Items for Information

1. District Happenings

2. Resignations/Retirement:

Emily Radziwon - DCS Math Teacher

Chelsea Nugent - DCS .5 RTI Teacher

Connor Chess - FMS Ed Tech

Todd Koenig - FMS Computer Technician

Craig Sickels - Athletic Director (retirement)

3. Update on the FY24 Budget

9. PUBLIC INPUT ON THE FY24 BUDGET:

None

10. ADMINISTRATOR REPORTS:

A. Finance - Peggy Brown

11. BOARD COMMENTS AND COMMITTEE REPORTS:

A. Board Information Exchange and Agenda Requests

Jen Galletta provided an update on the Region 10 budget and HVAC program.

Kara Kaikini mentioned the Meeting House Arts event this weekend. Asked for an update on ALICE training at FHS and FMS.

B. Finance Committee

C. Policy Committee

12. POLICY REVIEW:

None

13. UNFINISHED BUSINESS:

A. VOTED: To approve the FY24 Superintendent's Recommended Budget.

(Galletta – Pillsbury) (9 – 1 Schulz) The Student Representative voted with the majority.

14. NEW BUSINESS:

A. VOTED: To dissolve the position of Director of Facilities and Transportation.

(Pillsbury – Galletta) (10 – 0) The Student Representative voted with the majority.

B. VOTED: To establish the following new positions:

(Munsen – Galletta) (10 – 0) The Student Representative voted with the majority.

Director of Facilities

Director of Transportation

15. PERSONNEL:

A. VOTED: To employ Jeremy Arsenaut as Interim Director of Transportation from March 23, 2023 through June 30, 2023.

(Galletta – Hancock) (10 – 0) The Student Representative voted with the majority.

B. VOTED: To employ Paige Fournier as Interim Principal at Freeport Middle School from April 4, 2023 until the last school day in June, 2023.

(Galletta – Hancock) (10 – 0) The Student Representative voted with the majority.

C. VOTED: To employ Amber Harrison as a Pre-K Teacher at Morse Street School for the 2023-2024 school year.

(Galletta – Pillsbury) (10 – 0) The Student Representative voted with the majority.

D. VOTED: To employ Gayle Wolotsky as a .6 STEM/.2 RTI teacher at Mast Landing School for the 2023-2024 school year.

(Hancock – Galletta) (10 – 0) The Student Representative voted with the majority.

16. PUBLIC COMMENT:

None

17. EXECUTIVE SESSION:

VOTED: To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent's evaluation. (Galletta – Hancock) (10 – 0) The Student Representative voted with the majority.

Time In: 7:22 p.m.

Time Out: 7:45 p.m.

18. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

19. ADJOURNMENT:

VOTED: To adjourn at 7:45 p.m. (Galletta – Kaikini) (9 – 0)



Jean M. Skorapa, Superintendent of Schools



Regional School Unit 5
Durham · Freeport · Pownal

Item #10.A.

"To inspire and support every learner by challenging minds, building character, sparking creativity, and nurturing passions."

Jean Skorapa, Superintendent of Schools
Peggy Brown, Interim Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools
June Sellers, Ed.D., Director of Instructional Support

Strategic Communications Committee
March 24, 2023
8:30 a.m. - Superintendent's Office
Minutes

Committee: Strategic Communications

Meeting date: March 24, 2023

Submitted by: Jean Skorapa, Superintendent

Committee Members in attendance: Candy deCsipkes, Kara Kaikini, Maddy Vertenten

Members absent: None

Agenda Items and Discussion:

1. Future Meetings:

Friday, April 28, 2023 @ 8:30 a.m.

2. Workplace Satisfaction Survey

- The committee finalized the questions for the Workplace Satisfaction Survey.
- The survey will be sent out on May 1, 2023 and close on May 15, 2023
- Data needs to be analyzed and coded once received. The committee set tentative dates for this work to be after school has ended.

3. Agenda Setting

- At the April 28 meeting the committee will discuss communication and community engagement.

Workplace Satisfaction Survey

Please take a few minutes to complete this short anonymous survey regarding school/department climate, professional learning, leadership, evaluation, educating and supporting all students and resources. Your responses will help us to understand where we can improve. Please complete the survey by May 15, 2023

Roles and Location

What is your Role at RSU5?

Mark only one oval.

- Educator (all positions listed in the Educator Collective Bargaining Agreement)
- Facilities & Transportation Staff (Bus Driver, Custodian, Maintenance, Field Maintenance, etc.)
- Educational Technician
- Nutrition Program Staff
- School Administrative/Office Secretaries

Where do you spend the majority of your time?

Mark only one oval.

- Morse Street School
- Pownal Elementary School
- Durham Community School
- Mast Landing School
- Freeport Middle School
- Freeport High School

A. School/Department Climate

A1. Overall, how positive is the working environment in your school/department?

Mark only one oval.

- 1 Not at all positive
- 2 Slightly positive
- 3 Somewhat positive
- 4 Quite positive
- 5 Extremely positive

A2. How positive are the attitudes of your colleagues?

Mark only one oval.

- 1 Not at all positive
- 2 Slightly positive
- 3 Somewhat positive
- 4 Quite positive
- 5 Extremely positive

A3. Would you recommend your school/department as a workplace for someone seeking employment?

Mark only one oval.

- 1 Never
- 2 Sometimes
- 3 Often
- 4 Almost Always
- 5 Always

What else would you like us to know about the School Climate?

B. Professional Learning

B1. How supported do you feel in your professional growth in your role?

Mark only one oval.

- 1 Not at all supported
- 2 Slightly supported
- 3 Somewhat supported
- 4 Quite supported
- 5 Extremely supported

B2. How useful are the professional development opportunities offered to you in your building/department?

Mark only one oval.

- 1 Not at all useful
- 2 Slightly useful
- 3 Somewhat useful
- 4 Quite useful
- 5 Extremely useful

B3. How useful are the professional development opportunities offered to you district-wide?

Mark only one oval.

- 1 Not at all useful
- 2 Slightly useful
- 3 Somewhat useful
- 4 Quite useful
- 5 Extremely useful

What else would you like us to know about Professional Learning?

C. School/Department Leadership

C1. How positive is the influence of the school/department leaders on the quality of your school/department?

Mark only one oval.

- 1 Negative
- 2 Slightly positive
- 3 Somewhat positive
- 4 Quite positive
- 5 Extremely positive

C2. How effective are the communication structures in your school/department?

Mark only one oval.

- 1 Ineffective
- 2 Slightly effective
- 3 Somewhat effective
- 4 Effective
- 5 Extremely Effective

C3. Does staff feedback impact decision making in your school/department?

Mark only one oval.

- 1 Almost never
- 2 Once in a while
- 3 Sometimes
- 4 Frequently
- 5 Almost all the time

What else would you like us to know about School/Department Leadership?

D. Evaluation

D1. How effective is your school's/department's evaluation system in helping you improve?

Mark only one oval.

- 1 Not at all effective
- 2 Slightly effective
- 3 Somewhat effective
- 4 Quite effective
- 5 Extremely effective

What else would you like us to know about Evaluations?

E. Educating/Supporting All Students

E1. How effective are the structures in your school/department that support the social-emotional needs of all students?

Mark only one oval.

- 1 Needs to improve
- 2 Inadequate
- 3 Somewhat adequate
- 4 Adequate
- 5 Extremely adequate

E2. How effective are the structures in your school/department that support the academic learning needs of all students?

Mark only one oval.

- 1 Needs to Improve
- 2 Inadequate
- 3 Somewhat adequate
- 4 Adequate
- 5 Extremely adequate

E3. How effective are the structures in your school/department that support physical safety of students and staff?

Mark only one oval.

- 1 Needs to improve
- 2 Inadequate
- 3 Somewhat adequate
- 4 Adequate
- 5 Extremely adequate

What else would you like us to know about Educating/Supporting All Students?

F. Resources

F1. How often do you feel you have adequate material resources to support your students' learning?

Mark only one oval.

- 1 Never
- 2 Sometimes
- 3 Often
- 4 Almost always
- 5 Always

What else would you like us to know about Resources?

G. Factors

Which of the following factors most influence your satisfaction in the workplace? (Choose your top 3)

- Community Engagement
- Salary/Benefits
- Colleagues
- School Culture
- Professional Development
- Mission/Vision
- Leadership
- School Safety
- Family Engagement
- Other: _____

H. Suggestions

What other suggestions do you have for increasing workplace satisfaction?

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Google Forms

Item # 10.A.2.

Migration of Students October 1st 2015 - 2022

Year	Total Number of RSU5 Resident Students Attending Other Schools	October 1st Enrollment	Percentage of Students Attending Other Schools
2015	388	1846	21.02%
2016	398	1883	21.14%
2017	389	1947	19.98%
2018	379	1993	19.02%
2019	396	2012	19.68%
2020	439	1949	22.52%
2021	405	1990	20.35%
2022	392	2066	18.97%

RSU5 Resident Students Attending Other Schools as of October 1, 2022

School		Durham	Freeport	Pownal	Total
Baxter Academy	Charter	2	9	1	12
Fiddlehead School of Arts & Science	Charter	7	0	0	7
Harpwell Coastal Academy	Charter	4	0	0	4
Maine Connections Academy	Charter	1	6	2	9
Maine Virtual Academy	Charter	0	2	1	3
Homeschooled	Homeschooled	**	**	**	105
North Yarmouth Academy	Private	2	32	6	40
Waynflete	Private	0	19	2	21
Maine Coast Waldorf (previously Merriconeag Waldorf)	Private	17	51	8	76
Friends School of Portland	Private	2	11	0	13
L'Ecole Francalse du Maine	Private	3	15	0	18
Freedom Christian Academy	Private	5	0	0	5
Greater Portland Chrstian School	Private/Religious	0	4	2	6
Central Maine Christian Academy	Private/Religious	1	0	0	1
Lisbon Falls Christian Academy	Private/Religious	4	0	1	5
Pine Tree Academy	Private/Religious	5	15	0	20
Open Door Christian Academy	Private/Religious	2	0	0	2
Cheverus	Private/Religious	0	8	0	8
St. John's Catholic School	Private/Religious	4	8	1	13
St. Doms Academy	Private/Religious	1	0	0	1
Brunswick School Department	Public	2	0	0	2
Cape Elizabeth School Department	Public	0	1	0	1
Falmouth School Department	Public	0	4	0	4
MSAD 15 Gray-New Gloucester	Public	1	0	0	1
MSAD 51 Cumberland/No. Yarmouth	Public	2	0	0	2
MSAD 75 Topsham	Public	0	0	1	1
Yarmouth School Department	Public	0	9	0	9
Maine School of Science & Math	Public	2	0	0	2
Portland Public Schools	Public	1	0	0	1
Total		68	194	25	392
Information is from schools that are required to report in the DOE's Student Information System and private school notification per Title 20-A M.R.S.A 5001-A(3)(A)(2)					
**New DOE reporting, not broken down by Town					

RSU5 Resident Students Attending Other Schools as of October 1, 2021

School		Durham	Freeport	Pownal	Total
Acadia	Charter	0	0	0	0
Baxter Academy	Charter	3	10	1	14
Fiddlehead School of Arts & Science	Charter	6	0	2	8
Harpwell Coastal Academy	Charter	2	0	0	2
Maine Arts Academy	Charter	0	0	0	0
Maine Connections Academy	Charter	1	5	2	8
Maine Virtual Academy	Charter	1	2	0	3
Maine Academy of Natural Sciences	Charter	0	0	0	0
Homeschooled	Homeschooled	*	*	*	127
Chewonki School (Elementary School)	Private	0	0	0	0
Fryeburg Academy	Private	0	0	0	0
North Yarmouth Academy	Private	4	25	9	38
Waynflete	Private	0	13	1	14
Maine Coast Waldorf (previously Merriconeag Waldorf)	Private	11	51	7	69
Friends School of Portland	Private	0	16	0	16
Breakwater School	Private	0	0	0	0
Chop Point School	Private	0	0	0	0
Royal Academy	Private	0	0	0	0
L'Ecole Francaise du Maine	Private	3	19	0	22
Hyde School	Private	0	0	0	0
Lincoln Academy	Private	0	0	0	0
Wayfinder School	Private	0	2	0	2
Freedom Christian Academy	Private	4	0	0	4
Freedom Academy	Private	0	1	0	1
Calvary Christian Academy	Private/Religious	0	0	0	0
Greater Portland Christian School	Private/Religious	0	3	2	5
Gulford Christian Academy	Private/Religious	1	0	0	1
Central Maine Christian Academy	Private/Religious	1	0	0	1
Lisbon Falls Christian Academy	Private/Religious	2	0	1	3
Pine Tree Academy	Private/Religious	4	14	0	18
Open Door Christian Academy	Private/Religious	1	0	0	1
Cheverus	Private/Religious	1	8	0	9
St. John's Catholic School	Private/Religious	3	4	0	7
St. Doms Academy	Private/Religious	1	0	0	1
Wiscasset Christian Academy	Private/Religious	0	0	0	0
Auburn School Department	Public	1	0	0	1
Brunswick School Department	Public	2	0	0	2
Cape Elizabeth School Department	Public	0	1	0	1
Falmouth School Department	Public	0	4	0	4
Lewiston School Department	Public	0	0	0	0
Lisbon School Department	Public	3	0	0	3
MSAD 15 Gray-New Gloucester	Public	3	0	0	3
MSAD 16 Poland	Public	0	0	0	0
MSAD 51 Cumberland/No. Yarmouth	Public	2	1	2	5
Yarmouth School Department	Public	0	8	0	8
RSU 17 Oxford Hills	Public	0	0	0	0
Morse High School	Public	0	0	0	0
Maine School of Science & Math	Public	2	1	0	3
Portland Public Schools	Public	1	0	0	1
So. Portland	Public	0	0	0	0
Thornton Academy	Public	0	0	0	0
Total		63	188	27	405
Information is from schools that are required to report in the DOE's Student Information System and private school notification per Title 20-A M.R.S.A 5001-A(3)(A)(2)					
**New DOE reporting, not broken down by Town					

April 12, 2023

Motion: I move that the Vote entitled, "Vote to Call and Approve the Warrants for the Budget Meeting and the Budget Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.

**VOTE TO CALL AND APPROVE THE WARRANTS FOR THE BUDGET MEETING
AND THE BUDGET VALIDATION REFERENDUM
AND TO AUTHORIZE THE NOTICE OF AMOUNTS ADOPTED**

VOTED: That the warrant for the Regional School Unit No. 5 (the "Regional School Unit") Budget Meeting presented to the meeting be approved and that a Regional School Unit budget meeting be called for May 24, 2023 for the purpose of voting on the annual budget for the Regional School Unit for the 2023-2024 fiscal year;

That the Warrant and Notice of Election for the Regional School Unit Budget Validation Referendum presented to the meeting be approved, and that a Regional School Unit budget validation referendum be called for June 13, 2023 for the purpose of approving the budget adopted at the Regional School Unit budget meeting for the 2023-2024 fiscal year;

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be approved, and that the Superintendent of Schools of the Regional School Unit be authorized and directed to complete said Notice in accordance with the Regional School Unit budget meeting on May 24, 2023, and to cause copies of said Notice, as completed, to be delivered to the municipal clerks of each municipality of the Regional School Unit for posting at the polling places for the June 13, 2023 Regional School Unit budget validation referendum; and

That the Budget Meeting Warrant, the Warrant and Notice of Election, and the Notice of Amounts Adopted at Budget Meeting shall each be signed by a majority of the School Board, and that such signatures may be made electronically, by execution of counterparts, or in person at the convenience of the members of the School Board. .

A true copy as adopted by a majority of the School Board, attest:

Jean Skorapa, Secretary