

Hermon School Committee
Minutes – Regular Meeting
Monday, July 11, 2016
Hermon High School Room #139

Providing Leadership to Enhance the Aspirations of our Children

Present

Mr. Ralph Carr
Mrs. Debora Farnham
Mr. Ted Harris
Mr. Anthony Reynolds
Mrs. Anne Smith
Mrs. Debbie CoWallis
Mrs. Shannon Knowles

Staff: Mrs. Stephanie Biberstein, Mrs. Janice Clain, Mr. Micah Grant,
Mrs. Jenny Perry, Mr. Jerry Kiesman, Mr. Brian Walsh

Guests:

Item I: Mrs. Duran, Superintendent, called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

Item II: Election of Officers

Mrs. Duran opened the floor for nominations.

Mr. Carr motioned, seconded by Mrs. Farnham, to elect Mr. Reynolds as Chairperson for 2016-2017.

Unanimous vote (7)

Mrs. CoWallis motioned, seconded by Mr. Harris, to elect Mr. Carr as Vice Chairperson for 2016-2017.

Voting for: Reynolds, Farnham, Harris, CoWallis, Knowles, Smith
Abstain: Carr

Item III: Agenda Adjustments – None.

Item IV: Mr. Carr motioned, seconded by Mrs. Farnham, to approve the minutes of the regular meeting of June 6, 2016 and Special Meeting Minutes of June 20, 2016.

Unanimous vote (7)

Item V: **PROCLAMATIONS AND PRESENTATION**

A. Public Comments – None

B. Proclamations and Presentations - None

Item VI: **PERSONNEL**

A. Resignation

Mrs. Duran announced the resignations of Mrs. Deb Langille, Ed. Tech., and Samantha Hafford, Certified Occupational Therapist Assistant, effective the end of the school year.

B. Employment

Mr. Carr motioned, seconded by Mr. Harris, to employ Mrs. Kelly Fish as .4 Speech Therapist for grades 4 – 5 for the 2016-2017 school year.

Unanimous vote (5)

Mr. Harris motioned, seconded by Mr. Carr, to employ Mr. Joshua Monroe as an Ed. Tech. III for the Hermon Elementary School Resource classroom.

Unanimous vote (5)

Mr. Harris motioned, seconded by Mr. Carr, to employ Mrs. Brenda Byers as an Ed. Tech. I for the Hermon Middle School Resource.

Unanimous vote (5)

C. Extra Curricular Appointments 2016-2017

Mrs. Duran explained that all positions are re-advertised each year, and are one-year appointments.

Harry Dieuveuil	High School Varsity Boys Soccer
J Mark Dieuveuil*	JV Boys Soccer
MJ Ball	Varsity Girls Soccer Coach
Maria Bailey	JV Girls Soccer Coach
Shawna Neal	Varsity Field Hockey
Ashley Cyr	JV Field Hockey
Megan McCarthy *	Varsity Cross Country
Brad Deuring	Varsity Football Coach
Micah Cram	Assistant Football Coach
John Roberts **	Assistant Football Coach
Rob Powell **	Assistant Football Coach
Joey Martin	Volunteer Assistant Football Coach
Jay Applebee *	MS Boys Soccer Coach
Mark Barrows	MS Cross Country
Kristie Reed	Varsity Cheering
Christina Paradis	Asst. Varsity Cheering
Mark Reed	Varsity Boys Basketball
Charles Colson	JV Boys Basketball

*New

** Volunteer to New

- Mr. Harris asked if the Varsity Cheering appointment was for fall or winter cheering.
- Mr. Carr asked if there was an Indoor or Outdoor Track position. It was explained there is a position, but that it is currently vacant.

D. Student Representative 2016-2018

- Mrs. Clain stated that 3 students were interviewed, and that it was felt that Eric Byers would be very capable.

Mr. Harris motioned, seconded by Mrs. Smith, to approve the recommendation of Mr. Eric Byers as a Student Representative to the Hermon School Committee.

Unanimous vote (7)

Item VII: OLD BUSINESS

A. Excused Absence of School Committee Member/s – None.

B. Mr. Carr motioned, seconded by Mr. Harris, to collectively approve the second reading of the policies with the opportunity to discuss them individually:

Discussion regarding the following policies:

- Mrs. Farnham stated that she did have some questions regarding some of the policies, even though she did not submit the draft policy questions or suggestions before the July 11 meeting, as requested.

EBCF Automated External Defibrillators

- Mrs. Farnham inquired as to how many defibrillators there are within the school system. It was stated by Mrs. Duran that there is at least one defibrillator in every school, the athletic trainer, also has one, and the school nurse has access to the one within the building that she is in.
- Mrs. Farnham inquired as to whether an individual must be trained in order to use a defibrillator. It was stated that an individual is supposed to be trained in order to use the defibrillator. Mrs. Biberstein stated that AED training is part of CPR training that all of the students have their sophomore year. Several staff members also take this training, so

there are many people within the high school trained during the day. Mr. Walsh felt that the school should not be liable for an untrained individual using a defibrillator after school hours, similar to the use of a fire extinguisher after school hours by an untrained individual.

IKAB Grading System – Reporting Student Proficiency

- “At all levels, “Habits of work” will be reported separately from academic proficiency.”, page 1.
 - o Regarding the above line in the policy, Mrs. Farnham asked if the “Habits of work” are not reported out on the report cards, are they being tracked in another form to be able to be reported out to the parents. Mr. Walsh explained that under the Guiding Principles within the student portfolio that these are tracked by the student. The student can continue to add to the portfolio after they leave the school, and that it does not expire because it is kept within the “cloud”. Mr. Grant also stated that a student’s attendance and behavior are reported on and have a direct reflection on students “Habits of Work”.
 - o Mrs. Farnham inquired as to whether or not the high school was moving away from credits. Mrs. Duran explained that they are not necessarily moving away from credits, but are looking at a hybrid model.

Guidelines for Transgender Students – Maine* (*New)

- Mrs. Farnham inquired as to whether Hermon School Department would be required to accommodate a visiting transgendered student. Mrs. Duran stated that she felt that the school department would treat any visiting student in the same regard as a Hermon student. Mr. Harris stated that a visiting student would only utilize a bathroom and / or a locker room. Mrs. Farnham asked if there was anything within either the federal or state law that required a student to have identified as transgendered for a certain length of time. Mrs. Duran stated that within the Guidelines, under section C, number 4, on page 2:
 - o 4. The school may request documentation from medical providers or other service providers as necessary to assist staff in developing a plan appropriate for the student.

After all discussion, Mr. Reynolds stated that there was still a motion on the floor, motioned by Mr. Carr, seconded by Mr. Harris, to collectively approve the second reading of the following policies:

EBCF Automated External Defibrillators
 FFA Memorials*
 GCOA Supervision and Evaluation of Professional Staff
 ICB HHS Interscholastic/Extra Curricular Performance Code
 IGA Curriculum Development and Adoption
 IKAB Grading System – Reporting Student Proficiency
 IKE Promotion, Retention and Acceleration of Students
 IKF Graduation Requirements for a Proficiency Based Diploma
 IL Evaluation of Instructional Programs*
 JJI Philosophy of Athletics*
 JJIB Sponsorship and Evaluation of Athletic Programs*
 JJIBA Hiring and Evaluation of Coaches*
 JJIBB Sportsmanship*
 JL Wellness
 Guidelines for Transgender Students – Maine* (*New)

Unanimous vote (7)

Item VIII: **NEW BUSINESS**

- A. Approval to Apply for Federal Funds
 - Mrs. Duran explained that there must be school committee meeting minutes with approval to apply for federal funds, for example: Special Education or Entitlement funds.

Mr. Carr motioned, seconded by Mr. Harris, to approve to the superintendent to apply for federal funds.

Unanimous vote (5)

B. HSC Meeting Schedule 2016-2017

- Mrs. Duran explained that all meetings will be the first Monday of the month with the exceptions of a Tuesday meeting in September due to the first Monday being a holiday, and the second Monday of the month in January.

Mrs. Farnham motioned, seconded by Mr. Harris, to approval the Hermon School Committee meeting schedule for 2016-2017.

Unanimous vote (7)

C. Lease space application

- Mrs. Duran explained that the lease application requires a date with school committee meeting minutes showing approval to lease space. The leased space will hold 2 special education classes at the front of Hermon Elementary School in the "playground" area with the best access to be able to plow around the building. The agreement is written for 2 years, but probably will be needed for 3 years.

Mr. Carr motioned, seconded by Mr. Harris, to approval the Lease Space Application.

Unanimous vote (5)

D. 16-17 Rates for Hourly Employees

- Mrs. Duran deferred this agenda item to Item XI: Executive Session – Compensation of Employees (1 M.R.S.A. § 405 (6) (a)).

Item IX: **REPORTS**

A. Principals

- In addition to his written reports, Mr. Walsh announced that of the 4 seniors who had not earned diplomas, three of those students had earned them as of that day, and the other student had earned theirs last week, so at the time of the meeting all 4 of the students had earned their diplomas. Mr. Walsh also reported that he received an email from the MDOE that Hermon High School had exceeded the 98% participation rate on the SAT.
- Mrs. CoWallis asked if there was any particular area of struggle for students in regards to the Student Failures Summary for the School Year in his written report. Mr. Walsh stated that the failures were all over the place, it is not just in one course or class. The high school had summer programs in Math and ELA. Mr. Grant stated that the failures were broken into 6 program areas, and that no one subject area exceeded 12%, they were spread around. Mr. Walsh stated that they have tried to identify a pattern, but have not found one. Mrs. CoWallis felt that attendance must be a huge factor.
- Mr. Harris asked if the days that a student is suspended count against the student. Mr. Walsh stated that those days do not count against the student, and that the student has the right to make up the work that they missed while suspended. Mr. Harris asked what the suspension rate at Hermon High School was comparative to other schools. While they did not have specific comparisons, Mr. Grant related information of another school that he knew of with significantly higher suspension rates.
- Mr. Harris inquired about the Weapons Possession incident in the Principal's Report for the High School. Mr. Walsh stated that by the State's definition, the knife blade barely made the 2 ½" mark, and he assured the committee if there had been a more significant weapons issue, that Mrs. Duran and the School Committee would have been notified immediately.
- Mr. Harris inquired as to whether a reward system may improve students showing up to school. Mr. Walsh felt that this pattern of behavior was developed prior to a student entering high school and that he did not feel rewarding the students for attending at the high school level would work.
- Mrs. Farnham inquired about the total amount awarded in scholarships. Mr. Walsh stated that there was \$892,000 awarded to 52 students. Another student received additional scholarship after graduation. Mrs. Farnham stated that it was an excellent graduation and liked the backdrop.

- In addition to his written report, Mr. Kiesman added that the roof is being done on the middle school, and that Nelly Raymond, an 8th grader, had received a \$7,000 grant for the library.
- Mrs. Perry did not submit a report, as she is new to the school and did not yet have anything to report on. She has met some of the teachers who have stopped in over the summer, and she does enjoy the Rec. being there.

B. Superintendent

- In addition to her written report, Mrs. Duran wanted to commend Mr. Walsh and Mr. Grant on the graduation ceremony.
- She welcomed Anne Smith to the school committee, and stated that she was not new to the Hermon School Department, as Mrs. Smith was the first resident of what is now the Pre-K room when it was the home ec classroom.
- She also welcomed Jenny Perry as the new principal for the Hermon Elementary School, and stated that Mrs. Perry comes from a smaller school system in Vermont. Mrs. Perry also is accustomed to working with the Rec. department, as her former school was located within the community center building.
- She also welcomed Jody White, her secretary replacing Gaynor Reynolds. She first met Ms. White at United Technologies Center working for the Southern Penobscot Regional Program for Children with Exceptionalities. Ms. White then took over running the Adult Education program for United Technologies Center.
- Mrs. Duran stated that we do not have a Spanish teacher or Spanish / French teacher for Hermon Middle School at this time, so schedules are currently being adjusted to fill in those blanks.

C. School Committee Follow-up and Request for Information

- All of the School Committee members welcomed Mrs. Smith to the Committee.
- Mr. Harris commented that several children do not fit in to our Pre-K system, and he wondered if we could accommodate a third class. He does love that we are working with Carmel / Levant to accommodate our students, and some of the students may actually live closer to the Carmel / Levant pre-K program. Mrs. Duran explained that last year there was no wait list, and that 2 of the students actually will turn 5 before October 15th, so they are kindergarten eligible and will not take priority over a 4 year old.
- Mr. Harris stated that he also inquired of the Carmel Music teacher of their possible interest in volunteering to help out with fall band. He did not know if it could be either a volunteer or stipend position. Mrs. Duran and Mrs. Biberstein explained the decision that had been put forth that nothing else extra curricular would be added that would add to the budget. Mrs. Duran explained that if it was for the high school, the individual would have to be interviewed by the high school. The school department does welcome volunteers.
- Mrs. CoWallis appreciated the input on attendance, and inquired what the commitment was for the band. Mr. Harris stated that there is no band at the 4 home football games. Mrs. Biberstein stated that the band is at 8 of the 16 basketball games, 4 boys' home games and 4 girls' home games.
- Mr. Carr told Mrs. Perry it was a delight to have her at Hermon School Department. He stated that he would like more reporting on any of note on students. He reiterated the need for a new meeting audio recorder.
- Mr. Carr also inquired about the summer sports programs, and asked if Mrs. Biberstein approved them. She stated that she does have to approve the summer programs. His concern was regarding programs that met daily for practice over the summer. Mrs. Biberstein shared his concern that meeting daily would be too much practice, and stated that none of the programs met every day. The football team meets Tuesday, Wednesday, and Thursday. The basketball teams do have an open gym from 10:00 am – 12:00 pm, and that due to some confusion, there were a lot of freshman that were showing up to open gym daily, but it has been explained that it is not required. Both boy's varsity and jv have games two nights. The girls also meet two nights, and they did participate in a tournament this past weekend. Next summer, Mrs. Biberstein is going to take another look at the open gym option.

D. Other - none

Item X: Approval of Warrant # 26 of June 17, 2016.

Mr. Carr motioned, seconded by Mr. Harris, to approve Warrant # 26 of June 17, 2016

Unanimous vote (5)

Item XI: Mr. Carr motioned, seconded by Mr. Harris, to enter into Executive Session at 7:30 p.m. pursuant to 1 M.R.S.A. § 405 (6) (A) to discuss compensation of employees.

The School Committee returned to public session at 7:42 p.m.

Mr. Carr motioned, seconded by Mr. Harris, to accept contracts as discussed.

Unanimous vote (5)

Item XII: Mr. Carr motioned, seconded by Mr. Harris, to adjourn the meeting at 7:42 p.m.

Unanimous vote (5)

Respectfully submitted,

Jody White
Recording Secretary