



7 Lions Lane
Camden, Maine 04843
(207) 236-3358
FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD
Regular School Board Meeting
Bisbee Theater, CRMS
Wednesday March 2, 2022
7:00 P.M.

Meeting URL: <https://www.fivetowns.net/live>

AGENDA

1. Call to Order
2. Adjustments to the Agenda
3. Public Comment on Items not on the Agenda
4. Minutes
 - a. Approval of the February 2, 2022 Regular Board Meeting Minutes
 - b. Approval of the February 10, 2022 Special Joint Board Meeting Minutes
5. Nominations
 - a. Jen Curtis, Interim Principal, CHRHS, July 1, 2022 – December 31, 2022. Base Salary \$116,000. (Note: Executive Session Possible for Nomination - 1 M.R.S. § 405(6)(A))
 - b. Stipend Nominations

| Position | Employee | Points | Bonus | Amount |
|-----------------------|--------------|--------|-------|------------|
| Tennis Boys - Varsity | Noah Capetta | 42 | 0% | \$3,328.08 |

6. Notification of Resignations
 - a. Janis Hogan, Effective June 30, 2022, CHRHS
 - b. Karen Orhon, Effective June 30, 2022, CHRHS
7. Update on Student Clubs and Activities – Shawn Carlson
8. Mid-year Strategic Plan Implementation Update
9. Board Chair's Report
 - a. Board Members' Terms of Expiry
10. Superintendent's Report
11. Student Representatives' Report
12. Student Presentation - MCST
13. Administrative Reports
 - a. Deb McIntyre, Assistant Superintendent
 - b. Shawn Carlson, CHRHS Principal
 - c. Valerie Mattes, Director of Student Special Services
14. Standing Committee Reports
 - a. Finance – Met February 2, 2022, minutes attached. Meets prior to Board Meeting and will meet at 5:30 pm on March 16, 2022.

- i. FY23 Budget Updates
 - ii. Other Updates
- b. Joint Policy – Next meeting March 14, 2022.
- c. Joint Personnel – Next meeting March 28, 2022.
- d. Joint Curriculum – Has not met.
- 15. Ad Hoc Committee Reports
 - a. Joint Communications – Met February 1, 2022, minutes attached. Meets March 15, 2022.
 - b. Facilities – Met February 17, 2022, minutes attached. Meets March 17, 2022.
- 16. Board Advisory Committee Reports
 - a. MCST – Marcus Mrowka
- 17. Future Agenda Items
- 18. Adjourn



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Wednesday February 2, 2022
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MINUTES

Board Present

Becky Flanagan, Chair
Sarah Bradley Prindiville
Marcia Dietrich
Brianna Gutierrez
Deborah Harbaugh
Rachele Hartley
Patrick McCafferty
Marcus Mrowka
Rick Thackeray
Bailey Curtis, Student Representative 2023
Oliver Worner, Student Representative 2022
George Bickham, Student Representative 2024

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Shawn Carlson, Principal CHRHS
Valerie Mattes, Director of Student Special Services
Peter Nielsen, Business Manager
Staff, Parents, and Community Members

Board Absent

Mike Pierce

1. Call to Order
Board Chair Flanagan called the meeting to order at 7:01 p.m.
2. Adjustments to the Agenda
Superintendent Libby struck agenda item 6a from the agenda and moved agenda item 5 to agenda item 19.

3. Public Comment on Items not on the Agenda

There were no public comments on items not on the Agenda.

4. Minutes

a. Approval of the January 5, 2022 Regular Board Meeting Minutes.

The January 5, 2022 minutes were amended to reflect the correct spelling of Tom Gray and Rick Thackeray.

Upon motion by Patrick McCafferty and second by Marcus Mrowka, the Board voted to approve the January 5, 2022 Regular School Board Meeting Minutes as amended.

Vote: 9-0 Student Vote 3-0 Passed

5. Nominations

a. Stipend Nominations

| Position | Employee | Points | Bonus | Amount |
|-------------------------|--------------------|--------|-------|------------|
| Baseball, Boys JV | Ryan Pierce | 38 | 0% | \$3,011.12 |
| Baseball, Boys Varsity | Ben Rollins | 54 | 0% | \$4,278.96 |
| Lacrosse, Boys Varsity | Harrison Rogers | 46 | 10% | \$4,009.54 |
| Lacrosse, Girls JV | Johanna Billington | 35 | 10% | \$3,050.74 |
| Lacrosse, Girls Varsity | Wade Ward | 46 | 10% | \$4,009.54 |
| Softball, Girls Varsity | Rowena Motylewski | 53 | 10% | \$4,619.69 |
| Tennis, Girls Varsity | Lana Arau | 42 | 0% | \$3,328.08 |
| Track | Helen Bonzi | 40 | 15% | \$3,645.04 |
| Track Assistant | Sarah Mismash | 30 | 20% | \$2,852.64 |
| Ultimate Frisbee | Geoff Scott | 13 | 15% | \$1,184.64 |

Upon motion by Patrick McCafferty and second by Marcus Mrowka, the Board voted to approve the above Stipend Nominations.

Vote: 9-0 Student Vote 3-0 Passed

6. Notification of Resignations

a. Kim Murphy, Effective June 30, 2022, CHRHS

Principal Carlson gave a tribute to Ms. Murphy, her 25-year tenure at CHRHS, and the numerous local, state, and national awards her programs have received over the years. The Board thanked Ms. Murphy for all her contributions to CHRHS, and Mr. McCafferty gave a special personal note of thanks to Ms. Murphy for her influence on his high school experience.

7. NEASC Decennial Accreditation Report – Shawn Carlson

Principal Carlson gave a presentation on CHRHS's NEASC Decennial Accreditation Report

and confirmed that CHRHS will receive formal NEASC 10-year accreditation in March. CHRHS received numerous commendations from NEASC. The report also included certain recommendations, all of which align with the District's latest Strategic Plan and will likely be components of the District's next Strategic Plan.

A Board member questioned the time spent on the accreditation process and the necessity and benefit of pursuing NEASC Accreditation. Principal Carlson replied that the NEASC accreditation process is far less cumbersome now than it has been in the past and stated that the process helps the District gauge progress relative to the Strategic Plan. Additionally, the vast majority of public high schools continue to seek NEASC accreditation and parents are very supportive of accreditation.

8. Approval of the 2022-23 School Calendar

Ms. Libby walked the board through the 2022-23 school calendar. Certain workshop and conference days were moved earlier or later in the year to increase the number of complete (five day) school weeks. School will start after Labor Day to align with parent/staff survey results and with the MCST, Oceanside, and Medomak school calendars, and the last day of school is scheduled for June 14. The number of student (176) and staff (184) days will remain constant compared to the current year.

Upon motion by Patrick McCafferty and second by Rick Thackeray, the Board voted to approve the 2022-23 CHRHS School Calendar.

Vote: 9-0 Student Vote 3-0 Passed

9. 2022-23 Requested Budget Presentation

Superintendent Libby walked the board through the 2022-23 requested budget. Two major factors affect the 2022-23 budget. Firstly, the CHRHS construction debt has been paid off. As we received an equivalent subsidy from the state, the payoff does not affect the budget but does distort year over year expense comparisons. Secondly, the District will utilize \$400,000 extra from the designated fund balance (which increased during the past two years) and move these funds into the capital reserve fund. The overall net effect of the budget is a 1.02% increase in expenses and a taxpayer impact of 3.32%.

Contributing factors to the increased expense budget include:

- A projected increase of 30 students in Special Education, necessitating hiring an additional Special Education teacher
- A new financial enterprise software package, a new halftime Human Resources Assistant, and a new Communications Officer
- Increased transportation costs
- Higher fuel costs (somewhat offset by lower electricity costs due to the Solar Farm PPA)

The Board discussed the taxpayer impact of the 2022-23 budget and how it will vary from town to town based on valuation and student count. Administration will continue to refine the budget as more information is acquired, and the board will vote on the final budget at the April meeting.

10. Board Chair's Report

None.

11. Superintendent's Report – As written

Superintendent Libby called attention to the Souther Solar Farm, which is now up and running and providing solar credits of \$.1889/KwH vs the District's cost of \$.094/KwH. The Board members were pleased with the financial results of the Solar Farm.

12. Student Representatives' Report

The student representatives reminded the board to attend the Dessert Cabaret on Monday, February 7. They also gave a presentation on the Camden Hills Internship Program, which has placed 16 students in internships this year, up from 5 students in 2020-21. The representatives spotlighted Julia Peasley, an intern with Camden Hills Animal Hospital, and Ella Powers, a Teaching Assistant intern at CRES in the Multi-age and Outdoor PreK programs.

13. Administrative Reports

- a. Deb McIntyre, Assistant Superintendent – As written
In response to a board question, Assistant Superintendent McIntyre stated that the collaboration with Orono School District will be in ELA curriculum development.
- b. Shawn Carlson, CHRHS Principal – As written
Principal Carlson called attention to the decrease in COVID cases in the District over the past two weeks.
- c. Valerie Mattes, Director of Student Special Services – As written

14. Standing Committee Reports

- a. Finance – Met January 5, 2022, minutes attached. Meets prior to Board Meeting.
 - i. Finance Update – Finance Committee Chair
Board Chair McCafferty shared that all the Directors had presented and explained their 2022-23 department budgets to the Finance Committee. He also shared that the year-to-date FY22 financials as of December were tracking to target.
- b. Joint Policy - Next meeting March 14, 2022.

Second Reads

BHC – Board Relationships and Communications with Staff

GCEA – Recruitment, Selection, and Employment of Teaching Personnel

GCF-R – Recruitment, Selection, and Employment of Administrative Staff Procedure
 IJJ – Instructional and Library Materials Selection
 IJJ-E – Citizen’s Challenge of Educational Media Form
 IMB – Learning About Controversial Issues
 IMBB – Exemption from Required Instruction
 JICB – Care of School Property by Students
 JL – Student Wellness
 KEB – Complaints about School Personnel

Upon motion by Marcia Dietrich and second by Patrick McCafferty, the Board voted to approve the above Second Reads.

Vote: 9-0 Student Vote 3-0 Passed

- c. Joint Personnel – Has not met.
- d. Joint Curriculum – Met January 10, 2022, minutes attached.
 - i. Possible New Course Approvals
 - AP Computer Science. This course is an Applied Academics elective.
 - College Algebra. This course is a Math elective.

Upon motion by Sarah Bradley Prindiville and second by Marcia Dietrich, the Board voted to approve the above New Course Approvals.

Vote: 9-0 Student Vote 3-0 Passed

15. Ad Hoc Committee Reports

- a. Joint Communications – Met January 18, 2022, minutes attached. Met February 1, 2022.
 Board Member Mrowka shared that the Communications Committee is focused on making changes to the design and content of the District’s Annual Report.
- b. Facilities – Meets February 17, 2022.

16. Board Advisory Committee Reports

- a. MCST – Marcus Mrowka
 Mr. Mrowka shared that the MCST Outdoor Leadership Class used the blizzard on January 29th to test their survival skills. Additionally, he shared that the Marine Tech and Composite Manufacturing class visited Lyman Morse, and the Medical Science class visited the University of Maine School of Nursing. The MCST 2022-23 budget will be voted on later in February.

17. School Advisory Committee Reports

- a. DEI Task Force – Meets February 28, 2022.
- b. Transportation Committee - Met January 26, 2022. Meets February 2, 2022.
 The Transportation Committee has met twice to discuss the transportation situation and the possibility of outsourcing some or all District transportation. The Board will discuss transportation further at a Special Joint Board meeting later in February.

18. Future Agenda Items.

The following topics were requested as future agenda items:

- a. Invite Bobby Deetjen and/or students to give a presentation on MCST
- b. Invite David Watts to give a presentation on the District's Adult Education Program
- c. Ask the Superintendent to give an update on the Secondary Egress project.

19. Appointment of Shawn Carlson as Interim Superintendent, July 1, 2022 - December 31, 2022. (Note: Executive Session - 1 M.R.S. § 405(6)(A))

Upon motion by Becky Flanagan and second by Patrick McCafferty, the Board voted to enter Executive Session.

Vote: 9-0 Student Vote 3-0 Passed

In: 8:53

Out: 9:01

Upon motion by Becky Flanagan and seconded by Marcus Mrowka, the board approved the appointment of Shawn Carlson as Interim Superintendent from July 1, 2022 - December 31, 2022 with a base salary of \$139,038.

Vote: 9-0 Passed

20. Adjourn

Chair Flanagan adjourned the meeting at 9:02 pm.



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Five Town CSD/Camden Rockport Schools
Special Joint School Board Meeting
Bisbee Theater, CRMS
Thursday, February 10, 2022
6:30 P.M.

Meeting Recording: <https://www.fivetowns.net/live>

MINUTES

Board Present

Becky Flanagan, CSD Chair, CRS
Patrick McCafferty, CSD, CRS Chair
Marcus Mrowka, CSD, CRS Vice-Chair
Sarah Bradley Prindiville, CSD, CRS
Deborah Harbaugh, CSD
Peter Orne, CSD Alternate, CRS
Rick Thackeray, CSD

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent

Board Absent

Marcia Dietrich, CSD Vice-Chair, CRS
Brieanna Gutierrez, CSD, CRS
Rachele Hartley, CSD
Mike Pierce, CSD

1. Call to Order

Five Town CSD Chair Becky Flanagan called the meeting to order at 6:30 pm.

2. Adjustments to the Agenda

Superintendent Libby noted that Agenda Item 4 should be deleted from the Agenda because Luce had withdrawn his bids for the Transportation Contract.

3. Public Comment on Items not on the Agenda

None

4. Executive Session to Discuss a Personnel Matter - 1 M.R.S. § 405(6)A

Upon motion by Becky Flanagan and second by Marcus Mrowka, the Board voted to enter Executive Session.

Vote: 7-0 Passed

In: 6:31

Out: 7:32

5. Adjourn

Chair Flanagan adjourned the meeting at 7:32 pm.

DRAFT

2021-22 Five Town CSD Strategic Plan
Action Strategies for Implementation and Achievement
MID-YEAR PROGRESS REPORT

| | | | | | |
|--|--|------------------------------|--|----------------|--|
| GOAL #1: The curriculum will be meaningful, instruction will be engaging, and our students' educational experience will provide a strong foundation from which to pursue their goals after high school. | | | | | <i>February 8, 2022 Updates</i> |
| | ACTION STRATEGIES | PRIMARY DESIGNEE | HOW | BY WHEN | |
| 1.1 | Optimize classroom practice and intervention strategies to improve proficiency in math, reading and science. | Principal | 1.1a. Review of data (NWEA, PSAT, SAT, etc.) to evaluate progress yearly benchmarks for achieving final goals. | Ongoing | <i>Math and English have reviewed NWEA results (Winter 2022)</i> <i>PSAT and SAT results will be reviewed in Spring 2022.</i> |
| 1.2 | Review the breadth of high school programming to identify and remove barriers so that all students have equal access to CHRHS opportunities. | Guidance Director, Principal | Conduct DEI audit to further define areas of improvement. | Ongoing | <i>An Equity audit was conducted. Review of results is in-progress and will help in identifying areas of growth and focus for upcoming Strategic plan development.</i> |

| | | | | | |
|---|--|--|---|-----------|---|
| 1.3 | Train and support teachers in further shifting to student centered instruction and assessment. | Principal, Assistant Superintendent | 1.3a. Early Release and Wednesday department time. Structured conversations around readings, observations, and peer-developed in-service. | Ongoing | <i>Development work focusing on common assessments.</i> <i>Monthly meetings on peer-developed in-service.</i> <i>PEAR training for freshman teachers</i> |
| 1.4 | Establish a committee of students and teachers to collaborate on ways to increase the use of creative problem-solving in the curriculum. | Principal/Asst Superintendent Teachers Student Leaders | 1.4a. Develop connections between core curriculum content standards and innovation/design thinking. | Ongoing | <i>Not started</i> |
| 1.6 | Pilot a model for capstone project to be implemented with the class of 2023. | Guidance Director Principal Advisors Peers | 1.6a. Share the model of capstone and pilot to review and revise. | Fall 2021 | <i>Development of capstone structures have been completed. Planned pilot for Spring 22</i> |
| GOAL #2: We will intentionally shape a school culture that supports the development of a strong personal character in a healthy and safe environment where everyone is committed to doing their best and helping others do the same. | | | | | |
| 2.1 | Implement an advisory program to support student personal growth. | Guidance Director | 2.1a. Continue development of advisory curriculum. 2.1b. Evaluate and revise based on student and staff feedback. | Ongoing | <i>Additions and modifications have been made to all grades' advisory curriculum. This will be a yearly growth and reflection process as needs change and/or present.</i> |

| | | | | | |
|-----|--|---|---|---------|---|
| | | | | | <i>Surveys have been used to evaluate student and faculty experiences. More work needs to be done to collect more data. At the end of the year, we will review feedback and use it to inform next year's advisory content.</i> |
| 2.2 | Expand internship opportunities to support students' interests and skill development. | Jeremy Marks Jen Curtis Carol Pelletier Ellen Dowd | 2.2a. Strengthen relationships with existing internship partners. 2.2b. Continue to expand and promote CHIP (Camden Hills Internship Program) internally and externally. | Ongoing | <i>Counselors initiate the internship conversation at grade level meetings, increasing awareness of CHIP opportunities. Placing students with new CHIP partners strengthens community relationships. Due to capacity and workload structures have changed. Ellen Dowd will now oversee logistics and help with efficiencies. Carol and Jeremy will work primarily with soliciting students and developing systemic structures to help in that process. In addition, we will work on enhancing observation and evaluation of students and partners.</i> |
| 2.8 | Be intentional about sharing decision-making responsibility with a variety of employee groups. | All Directors and Administrators | 2.8b. Provide teachers and teacher leaders with opportunities to lead and support teacher initiatives. | Ongoing | <i>Teachers provided opportunities to direct their professional growth monthly. Leadership team utilized to contribute to school wide decisions monthly. Data analysis begun with leadership team (winter 2022)</i> |
| | | | | | |

| GOAL #3: The Five Town CSD will manage resources in a strategic, insightful, and visionary way that balances educational opportunity with fiscal and environmental responsibility. | | | | | |
|---|---|--------------------------------------|---|---------|--|
| 3.1 | Develop and implement a review system that enables an objective evaluation of program effectiveness. | All Administrators and Directors. | <p>3.1a. Central Office will work with administrators to design a review system for the evaluation of district programs and begin systematically implementing it.</p> <p>3.1c. Utilize the NEASC process to review all aspects of our programming and its implementation.</p> | Ongoing | <p><i>Have not yet addressed this</i></p> <p><i>NEASC accreditation process complete. Review of recommendations is underway (winter 2022)</i></p> |
| 3.5 | Continually seek opportunities to collaborate with organizations such as municipalities, local businesses and organizations, and neighboring districts. | District and Building Administration | <p>3.5a. Place 20 students in internships during the 19-20 school year.</p> <p>3.5b Continue to work with local innovation organizations and entrepreneurs to support the implementation of the Hatchery programs.</p> | Ongoing | <p><i>Placed 15 students with community partners and over 15 students with Hatchery internships.</i></p> <p><i>Radical Reuse Symposium; national presentation with student leaders; seeking grant funding to create a mobile classroom</i></p> <p><i>Presentation from Danny to staff.</i></p> |
| | | | | | |



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Five Town CSD
Superintendent Board Report
March 2, 2022

1. Strategic Plan Implementation

a. **Goal # 1 – The curriculum will be meaningful, instruction will be engaging, and our students’ educational experience will provide a strong foundation from which to pursue their goals after high school.**

- Remote School Days. While teachers and administrators find it beneficial not to lose classroom momentum when a snow day occurs, teachers, students, and parents have given mixed feedback on remote days this year. An adjustment we recently made at the high school was that students will actually “attend” their regularly scheduled classes - for example, if the Remote School Day is a White Day students will need to follow their White Day schedule and attend classes virtually. We will continue to analyze the relative costs and benefits of using remote school days as we move forward. It is a balance of the length of the calendar, instructional time, capacity, efficacy, etc.
- Equity Audit. We have given our contractor feedback and corrections on the first draft of the Equity Audit and are waiting for a revised draft. This audit represents a significant step for our district in making sure all our students have equal access to CHRHS opportunities.

b. **Goal #3- The Five Town CSD will manage resources in a strategic, insightful, and visionary way that balances educational opportunity with fiscal and environmental responsibility.**

- My intention is to develop a review system for the evaluation of district programs this spring and begin systematically implementing it next year.
- The decision to enter into a PPA agreement with the Souther Farm solar project for approximately 90% of our electricity has proven to be incredibly financially advantageous for our district. We locked in at a cost of 9.4¢/kWh and are getting a credit of 18.8¢/kWh. In addition, we plan to capitalize on the low REC price we locked into by selling the RECs on the Massachusetts market for a profit and replacing them with RECs from the Maine market at a lower price so that we can retire the same number of RECs as was the board’s intention. Hopefully we can make enough money over the next 5 years or so in both districts to purchase an electric bus.

2. Budget Update

There have been a few changes since my FY23 Budget Presentation to the Board in February with the outcome as summarized below.

| | February 2 | Current |
|-------------------------|-------------------|----------------|
| Expense Increase | 1.02% | (2.28%) |
| Taxpayer Impact | 3.32% | 2.88% |

The bulk of the changes were: 1) a reduction in transportation expenses because we are not contracting out, 2) the final MCST assessment came in less than the draft amount, and 3) we are moving the additional \$400,000 for the capital reserve directly from the fund balance.

3. Pandemic Update (Masking)

Shortly before February vacation, I was part of a small group of Superintendents (Regional Presidents) who met with Dr. Shah to review potential changes to the Standard Operating Procedure (SOP). Prior to February vacation he “decoupled” universal masking and contact tracing. That means that universal masking is no longer a condition of discontinuing contact tracing when there is a positive case, which in turn means that now only students who are COVID positive need to quarantine whether a school is masking or not. He also indicated that it is likely that the Maine CDC will move to optional masking within the SOP very soon, assuming Covid cases continue to decline. This could happen within the next week or so. Since the start of the pandemic, the district has followed the Maine CDC Standard Operating Procedures, and I would plan to continue doing so. That means that students and staff at Camden Hills will soon likely have the choice of whether to wear a mask or not. Since the week before vacation and on the heels of that meeting, numerous school districts in Maine have moved to mask optional. Many more boards, and some entire Superintendent regions, have already discussed this and are poised to take action.

Allowing schools to be mask optional is grounded in the fact that vaccination is readily available for all school-aged students and adults, coupled with the widespread availability of highly protective masks for those who have a lower risk tolerance or higher risk factors. There is an undeniable cost to students and schools for continued mask wearing in the form of mental health, relationships, and normal social development. Students have paid a high price in terms of their educational experience during these two years of the pandemic, and the public is becoming frustrated with continued restrictive measures. A compelling argument for doing this soon instead of treading water and waiting indefinitely is that we may face a more virulent variant and need to mask up again. Students and school employees need a break from masking before they are potentially asked to go another long stretch of wearing one.

Here is case data from the three schools in the two districts:

| COVID Breakdown by School and Month for SY 21-22 | | | | |
|---|-------------|-------------|--------------|--------------|
| | CRES | CRMS | CHRHS | Total |
| September | 2 | 2 | 2 | 6 |
| October | 2 | 3 | 4 | 9 |
| November | 0 | 2 | 4 | 6 |
| December | 5 | 6 | 26 | 37 |
| January | 19 | 44 | 152 | 215 |
| February (as of 2/18) | 4 | 11 | 26 | 41 |
| Total to Date | 32 | 68 | 214 | 314 |

| COVID Week by Week January and February | | | | |
|--|-------------|-------------|--------------|--------------|
| | CRES | CRMS | CHRHS | Total |
| Week Ending Jan 7 | 1 | 11 | 33 | 45 |
| Week Ending Jan 14 | 5 | 8 | 68 | 81 |
| Week Ending Jan 21 | 10 | 16 | 23 | 49 |
| Week Ending Jan 28 | 3 | 9 | 28 | 40 |
| Week Ending Feb 4 | 1 | 4 | 15 | 20 |
| Week Ending Feb 11 | 1 | 5 | 7 | 13 |
| Week Ending Feb 18 | 2 | 2 | 4 | 8 |

Here is student and staff vaccination data in the three schools in the two districts:

| | PERCENT VACCINATED | |
|---------------|---------------------------|--------------|
| SCHOOL | Students | Staff |
| CHRHS | 80.32% | >97% |
| CRMS | 83.74% | >97% |
| CRES | 68% | >97% |

Finally, below are a few recent articles in the national news:

N.J. Governor to End School Mask Mandate in Move to 'Normalcy'

<https://www.nytimes.com/2022/02/07/nyregion/nj-school-mask-mandate-murphy.html?referringSource=articleShare>

Mandatory School Masking Should End After the Omicron Surge

<https://www.nytimes.com/2022/01/28/opinion/masks-covid-children.html?referringSource=articleShare>

Opinion | Schools can safely make masks optional with the CDC's new guidelines - The Washington Post

<https://www.washingtonpost.com/opinions/2022/01/25/schools-safely-make-masks-optional-new-cdc-guidelines/>

Respectfully Submitted,
Maria Libby



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Five Town CSD
Assistant Superintendent Board Report
March 2, 2022

Goals Update:

GOAL #1: Teaching and Learning

- Continuing with classroom observations in the Zenith program. Responsible for reviewing two staff members self-evaluations and completing observations/evaluations. Providing feedback regarding use of instructional strategies and supporting staff with suggestions for areas of growth. In addition, one staff member is currently working on her master's program in Educational Leadership and is completing her internship class with me.
- Meeting with Superintendent Libby and Danny Salomon to further discuss the vision for the development of the space in the lecture hall. Some members of our board of advisors visited the MakerSpace in February. They were able to hear from students what they were working on and how the MakerSpace is evolving. The feedback from our board was overwhelmingly positive. Danny is visiting both the FabLab at UMO and College of the Atlantic to see how their spaces and programs are designed.
- Continuing to attend the Multi-Tiered System of Support (MTSS) at the high school. This process has evolved and is improving with each meeting. Having staff being able to attend these meetings is invaluable.

Other

- Interviewing, hiring, and training new substitute teachers – this is continuing to move in a positive direction for us with more new hires in the pipeline.
- Interviewing custodians, bus drivers and school nutrition staff – challenges continue to be offering full-time positions vs. part-time. We are teaming up with RSU 13 and RSU 40 to host a job fair (3/2/22 from 3:00 – 6:00).
- Working with David Watts, Adult Education Director, to offer a variety of trainings to interested support staff. This is part of the Maine's Workforce Development Compact with the Harold Alfond Center for the Advancement of Maine's Workforce.
- Ongoing regular meetings include Recertification, Curriculum Committee, and Assistant Principal monthly meetings.
- Completed the Civil Rights Data Collection Report – always a time-consuming project.
- Attended the Unified Basketball Game.

Respectfully,

Debra McIntyre



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Five Town CSD
CHRS Principal Board Report
March 2, 2022

Current Enrollment Figures

| | October | March | Change |
|------------------------|---------|-------|--------|
| 9 th Grade | 175 | 177 | +2 |
| 10 th Grade | 177 | 173 | -4 |
| 11 th Grade | 165 | 165 | 0 |
| 12 th Grade | 178 | 181 | +3 |
| Total | 695 | 696 | +1 |

Turf Field Update

Several parents, staff and board members have been exploring the possibility of upgrading the Don Palmer Field to turf. During meetings, the committee has reviewed the use needs of the school, especially in the fall, and the feasibility and costs of the project. In the coming month the committee will develop a survey and some preliminary cost estimates for the project to share with the Board and the Five Towns community.

Extracurricular Code of Ethics

Jeff Hart, Athletic Director, has begun a project to articulate a code of ethics and conduct for our extracurricular program. He has reached out to parents, teachers, coaches, and students to develop a formal code of conduct that goes beyond the current pledge surrounding substance use. We would like to see a more general document that encourages, reminds, and holds accountable participants in our extra-curricular program to a standard that reflects positively on the entire Camden Hills Regional High School community.

Covid Update

Since my last board report, we have had 10 reported positive cases. To put this in perspective, in the previous month we had 140 positive cases reported to us in the high school. As fast as this last wave arrived, it has dissipated as quickly. We stopped our pooled testing program in the high school to align with our updated reopening plan. We expect a reduction in mitigation measures to continue in the coming weeks.

Hiring Updates

We will be filling more positions this spring than I have seen in the past 5 years. We will have openings in Health, PE, Math, Choral Music, Administration (Assistant Principal), and a new position in Computer Science. These positions began to be advertised last week and will continue to be through the coming three weeks.

A learning community that fosters intellectual and creative excellence while building strong character.

360 Feedback

In your agenda packet is the data from my 360 feedback. I have included the data for staff and parents. Although I have the survey prepared for students, I have failed to send it out. I will this month and report on their feedback in my next board report.

Respectfully Submitted,
Shawn Carlson

Shawn Carlson
Staff 360 Survey Data
January 2022

47 respondents

| | Strongly Agree/ Generally Agree (%) | Generally Disagree/ Strongly Disagree (%) |
|--|--|--|
| Shawn has built good relationships with the staff. | 89 | 2 |
| I feel I can trust Shawn at his word. | 96 | 0 |
| It's ok to discuss feelings, concerns, and frustrations with Shawn | 91 | 2 |
| Shawn looks out for the personal welfare of the staff. | 99 | 1 |
| Shawn relates well to staff. | 94 | 0 |
| Shawn relates well to students. | 88 | 0 |
| Shawn relates well to parents | 70 | 0 |
| Shawn communicates effectively with staff. | 98 | 2 |
| Shawn listens effectively to staff. | 100 | 0 |
| Shawn shares his thinking around decisions with staff. | 98 | 0 |
| Shawn provides opportunities for staff to share their thinking about issues. | 95 | 0 |
| Shawn follows through on items that are requested of him. | 98 | 0 |
| Shawn informs those who need to know of important school or district issues and undertakings. | 96 | 0 |
| Shawn expresses confidence in the staff's ability to do their job | 98 | 0 |
| Shawn takes ideas and input from others and incorporates them into decision making. | 91 | 0 |
| Shawn makes an effort to establish a culture of collaboration. | 100 | 0 |
| Shawn shares decision making with staff and teacher leaders. | 98 | 2 |
| Shawn provides feedback on my instructional practice and/or professional practice that I find useful | 61 | 4 |
| Shawn provides opportunities and resources related to current research and educational trends. | 73 | 2 |
| Shawn shares a vision of the future and provides direction on how to get there. | 93 | 0 |
| Shawn supports and leads a culture of learning for all members of the school community. | 98 | 0 |
| Shawn models through his work and actions a productive and professional learning environment. | 94 | 2 |
| Shawn provides overall effective educational leaderships observed in his day to day interactions, communication, performance of responsibilities and outcomes/results. | 96 | 0 |

Staff Survey Reflections:

I still need to find ways to be out of the office and in more classrooms. This has consistently been a struggle in my time at CHRHS. With that would be an opportunity to provide more feedback on instructional issues. My strengths still remain communication, relationship building, and trust, and I feel pleased with this remaining a strength through some very different times this past year.

Shawn Carlson
Parent Survey Data
January 2020

88 Parent Responses

| Feedback For | Question | Strongly Agree or Agree |
|--------------|---|-------------------------|
| CHRHS | Challenging and Engaging Academic Program | 88% |
| CHRHS | Effective Support System | 71% |
| Teachers | Teachers Offer Support | 88% |
| Counselors | Counselors Offer Support | 88% |
| Principal | Principal Offers Support | 88% |
| CHRHS | Wide Range Interventions Available For Individual Needs | 81% |
| CHRHS | Clear Behavior Expectations | 94% |
| CHRHS | Safe Environment Maintained | 94% |
| Principal | Principal Communicates Effectively | 94% |
| Teachers | Teachers Treat Students Respectfully and Fairly | 88% |
| Principal | Principal Treats Students Respectfully and Fairly | 97% |
| CHRHS | After School Programs Meet Variety of Needs | 82% |
| CHRHS | Homework Level Just Right | 82% |
| CHRHS | My Child is Happy at CHRHS | 82% |
| CHRHS | Pleased with Overall Educational Experience | 82% |

Parent Survey Reflection

I have shared a mixture of my performance feedback and overall school feedback in this section. The number of respondents was low, only 88 responses from all parents. This is pretty typical. Many of the responses to my performance had much higher neutral or N/A responses than in years past. I attribute this to the reduced visibility this pandemic year has necessitated both during the school day and after. There have been far fewer opportunities to get to know parents over the past two years. This is true for students also. Satisfaction with the school programming as a whole is similar to years past and I think speaks to how hard our staff has worked to keep things rolling and valuable to students and parents.



7 Lions Lane
Camden, Maine 04843
(207) 236-3358
FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD
Special Services Board Report
March 2, 2022

Goal: Teaching and Learning:

Our Transitional Life Skills (TLS) program run by Ana Alley competed in the Special Olympics Nordic Ski Event. In place of the usual overnight event held annually at Sugarloaf Mountain, the committee planned a one-day competition. CHRHS athletes came away with 14 medals: 6 Gold, 2 Silver and 6 Bronze. In addition, there were 4 fourth place ribbons.

Fox News featured the event in their story: *Special Olympics athletes hit the trails for cross country skiing competition - WWII / Fox Bangor*. Check out the video clip featuring Ms. Alley and our students!

<https://www.foxbangor.com/news/item/special-olympics-athletes-hit-the-trails-for-cross-country-skiing-competition/>

The adult team of teacher and Ed Techs that supported our team report: Achieving the medals and ribbons were a huge part of the experience but the fun and happy memories had by all were immeasurable!

The Multi-State Alternate Assessment (MSAA) opens this week. We have one student from the TLS program who will participate this year. The MSAA Online Assessment System is a comprehensive assessment system designed to promote increasing higher academic outcomes for students with significant cognitive disabilities in preparation for a broader array of post-secondary outcomes. The test is administered during the school hours over a period of weeks.

Other:

We have started our calendar of 2022-23 transition meetings for students who will transition with special education services to the high school. Transition meetings include teachers from Appleton, CRMS, Hope and Lincolnville schools, our special education team and parents. The current 8th graders are also invited to their meetings as an active participant. The process is a way to ensure that services are moved over from the sending school to the high school in a way that makes sense and addresses each child's needs in the new educational environment. Parents can meet one of the special education teachers for the upcoming year and ask questions. It is a very busy process but a worthwhile one. We find the biggest reward is alleviating most of the anxiety parents and students may have about such a big change in the upcoming school year. They can communicate their concerns with new teachers and guidance staff while trusted staff are present.

STUDENT COUNT: Special Education: 116; PERCENTAGE – 17%

Respectfully submitted,
Valerie Mattes

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FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD
Finance Committee Meeting
Library, CRMS
Wednesday, February 2, 2022
5:30 P.M.

MINUTES

Board Present

Patrick McCafferty - Chair
Becky Flanagan
Deborah Harbaugh

Also Present

Maria Libby, Superintendent
Deb McIntyre, Assistant Superintendent
Peter Nielsen, Business Manager
Valerie Mattes, Director of Student Special Services
Colin Sutch, Director of Information Technology
Mikael Andersson, Director of Food Services
Christopher Fanelli, Director of Facilities and Transportation
David Watts, Director of Adult Education
Shawn Carlson, CHRHS Principal

1. Call to Order

Patrick McCafferty called the meeting to order at 5:37 p.m.

2. FY22 Budget to Actual Summary

The Business Manager presented the December end-of-month financials which are moving along as expected. The payroll target for EOM December was 46.15% of funds remaining; the FY21 remaining balance at the same point had 46.68% remaining, and the CSD budget had 45.71% funds remaining at FY22 December's close.

3. FY23 Budget Presentation

The Business Manager presented the FY23 Budget.

He noted that in FY22 the CSD had retired the 20-year debt on the high school building and that this would make the budget look much different. Specifically, the \$941,400 expense would reduce the district's bottom line expense total. Yet, the state had subsidized 100% of this debt, so subsidy revenue would drop by the same amount for a net effect of \$0.00. However, these reductions on both sides of the budget would distort percentage comparisons to other years.

In addition, he noted that the district would be utilizing a significant portion of the undesignated balance it had built during the previous 2 pandemic years. An additional transfer of \$400,000 to expend these funds to the capital reserve would further distort the revenue comparisons to other years, and the increased expenditure of a share of these funds for capital projects would also further distort expenses.

The Business Manager asked all to be prepared to address and communicate these data points to help their colleagues and the community understand the new budget.

The Business Manager presented the expense side of the FY23 Budget, cost center-by-cost center. He compared the expenses to prior years and discussed the financial changes from the prior year and some of the issues contributing to that cost center's new budget.

The CHRHS Principal noted that significant rises in athletics contracted services and supplies were contributing to budget increases. He also noted that the shift of a science teacher to a computer science teacher was a restructuring of the budget, but that it would have no net effect.

The Director of Student Special Services noted that while only 14 special needs students were graduating in 2022, there would be 33 new freshmen. This enrollment change means the district must hire a new special services teacher which has a significant impact on this cost center.

The Business Manager noted that the district's assessment payment to the MidCoast School of Technology was currently an estimate, and the expectation was that it would not rise as dramatically as currently projected.

The Director of Facilities and Transportation reviewed his budget highlights, including a steep rise in the cost of heating fuels, a significant reduction in electricity due to solar power investments, and a heavy use of capital reserve funds.

The Business Manager noted that the Transportation expenses in the current budget had been increased by 20% for the current budget version. Due to ongoing negotiations regarding transportation contracts, the expense is not yet clear. The Superintendent added that she was calling a special board meeting within 2 weeks to resolve the transportation contracts and that the number should be known soon after that.

The Director of Information and Technology discussed his plans for maintaining and fortifying the technology systems and devices inventory. Looking back at prior years' he noted that utilizing leases had stabilized the cost center's year-to-year expense changes and that securing better value in maintenance plans had led to significant expense reductions.

The Assistant Superintendent noted that the Curriculum budget is very stable year-to-year and identified the items that are included in the cost center, including teacher orientation, professional development for teachers, and instructional software systems.

The Director of Food Services noted the sharp increase in the cost of food supplies and packaging products. He shared that an order for serving dishes placed last summer was still on back order, forcing high expenses of disposal packaging. In addition, the loss of the a-la-carte program due to the pandemic and labor shortage caused a sharp drop in retail sales. Changes in the subsidy program were also making revenue projections uncertain. The Business Manager added that a result of these disruptors, the local food subsidy was being increased to support the food fund.

The Business Manager noted that the Business Office budget increased significantly due to the addition of a half-time HR assistant and the shift of a half-time support person from O&M to the Business Office. In addition, he reminded the committee of the \$50K expense the district was making in a new enterprise accounting system in the coming year.

The Director of Adult Education explained the various sections of his budget, distinguishing between programs funded by taxpayers, grants, and retail revenue streams. He pointed out that the program makes a contribution to the MidCoast School of Technology's Adult Education program. He also pointed out that his budget has remained fairly level in recent years and that he utilizes the Adult Education fund balance as a tool to achieve this steadiness.

The Business Manager presented the revenue side of the budget.

He showed changes in non-assessment revenue projections and assessed revenue for each town. He discussed the tax impact for each town and explained how student enrollment shifts, changes in state subsidy distribution, and revenue and expense changes impacted each town differently.

Patrick McCafferty asked questions of each director present and reviewed the highlights of their budget plans. Deborah Harbaugh and Rebecca Flanagan asked clarifying questions. This discussion went on for 25 minutes as the directors compared their plans to prior years, discussed the benefits and timeliness of specific initiatives, and their plans to implement their plans.

Patrick McCafferty thanked the administrators and full team involved in the process for the work done in building the budget.

4. Adjournment

The meeting adjourned at 6:48 p.m.



7 Lions Lane
Camden, Maine 04843
(207) 236-3358
FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD/MSAD#28
Joint Communications Committee Meeting
Tuesday, February 1, 2022

MINUTES

Board Present

Marcus Mrowka
Becky Flanagan (via Zoom)
Patrick McCafferty

Also Present

Maria Libby

1. Call to Order

The meeting was called to order at 4:45 pm.

2. Annual Report Review and Planning

The committee members reviewed Annual Reports from the previous three years. The Committee agreed that the Annual Reports have enormous value and have been effective ways to showcase education in our two districts.

The Committee discussed a number of ways to update the Annual Report for the upcoming year, including adding more infographics voices from students and parents. The Committee also agreed to make innovation the theme for the Annual Report this year.

3. Adjourn

The meeting adjourned at 5:30pm.



7 Lions Lane
Camden, Maine 04843
(207) 236-3358
FAX (207) 236-7810

Maria Libby
Superintendent
Debra McIntyre
Assistant Superintendent



Five Town CSD
Facilities Committee Meeting
Thursday, February 17, 2021
4:00 p.m.

MINUTES

Board Present

Mike Pierce

Also Present

Maria Libby (Via Zoom)
Susan Hood (Via Zoom)
Joe Debrosky
Kaelen Landfair
Jim O'Rourke
Shawn Carlson (left at 4:30)
Jeff Hart
Christopher Fanelli

1. Field Use and Student Impact

Principal Shawn Carlson reviewed some information he provided regarding Title IX issues as they relate to school fields and facilities. Essentially the regulations require equal facilities and access which complicates any potential "two turf field" solution where the third playing field remains a grass surface. As such, we are likely looking at a situation where we convert the Don Palmer field to turf or convert the Palmer field and the softball/field hockey and baseball fields to turf.

He also displayed the field overlay that Joe Debrosky had provided which shows adequate square footage to convert any of the playing fields to turf.

Additionally, Shawn presented some preliminary parent and community survey questions to the committee. Feedback was provided and the questions will be revised and approved by the next meeting as the committee would like to get the survey out shortly thereafter. There was consensus not to get into any questions regarding costs at this point in time.

Shawn then had to depart for another meeting and Jeff Hart provided an outline of this past September's practice calendar. Essentially, he concluded that with one turf field (converting the Don Palmer field) there would be capacity for each of the fall field teams (boys and girls soccer, field hockey, and football) to have at least two practice days per

week on the turf. Practice for each of the teams on other days of the week would be on the grass fields.

2. Turf Field - Companies and Initial RFP

Jim relayed a discussion he had with Greg Powell of the Alford Foundation and the suggestion was to "go big" thus generating discussion of the three turf fields possibility. Superintendent Libby indicated it would be unlikely that there would be support for a large bond in that regard and that size project would require significant fundraising. She also indicated that there were capital funds that could potentially be allocated towards a new turf field and the estimate is in the \$600k range.

Jeff has requested a pricing RFP from Fieldturf, the largest provider of turf fields in Maine, and will also be requesting the same information from two other turf field firms that have done business in Maine. We hope to have this information along with the completed survey questions for the March 17th meeting.

Also, according to Superintendent Libby, for budgeting purposes the earliest any turf field expenses could be incorporated would be next year's budget which would target a fall 2023 field.

There was further discussion about a potential "phase 1 and phase 2" situation where phase 1 targets completing one field by renovating the Don Palmer and phase 2 looks to fundraise for any additional turf fields. Additionally, discussion and planning are further needed around what (field, lights, bleachers, concessions, etc.) is considered "essential" as part of the process and what is more along the lines of nice to have.

3. Next Steps

The committee would like to review the district policy regarding naming rights at the March Meeting.

4. Next Meeting Date

The committee will next meet on Thursday, March 17, 2021 at 4:00 pm at CHRHS.