

**REGION 8 COOPERATIVE BOARD MEETING (via Zoom)
April 28, 2021**

The regularly scheduled meeting of the Region 8 Cooperative Board was held on April 28, 2021

Those in attendance were:

CSD	Tori Manzi, Bob Duke, Diego Guterrez, Marcus Mrowka	(69.62/ea.)
Islesboro		(11.94)
RSU 13	Bill Pearce, Joseph Steinberger, Loren Andrews, Gerald Weinand	(77.82/ea.)
SAD 40	Danny Jackson, Seth Hall, Randy Kassa, Matt Speno	(77.89/ea.)
SAD 7	Jerry White	(7.49)
SAD 8	Yvonne Thomas	(24.58)
St. George	Alane Kennedy	(54.68)

Bobby Deetjen, Director; Sherry Moody, Business Mgr.; Scott Browning, Asst Director; Kristy Hastings, Student Services Coord.; Heidi Nolan, Adult Ed Director; J Bakley, Brandon Soards, Suzanne Stewart & Danica Wooster, teachers; Emily Miller, student

Absent – John Gorham

Bob Duke, Chair, opened the regular meeting at 7:01 P.M. **Total weighted votes: 910.24**

PUBLIC COMMENT – None

ADJUSTMENTS – None

APPROVAL OF MINUTES

MOTION by Jackson, seconded by Hall, to approve the minutes of the regular March 24th board meeting

Motion approved

Total weighted votes: 910.24

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): Yes	Thomas(24.58): Yes	Weinand(77.82): Absent
White(7.49): Yes		

MACTE Student of the Year

Bobby reported that MACTE hosts a student of the year banquet annually. Each CTE school nominates a student who would normally attend the annual banquet. Emily Miller, Design Technology student, was nominated for this year's award. Emily is a tremendous team player and represents our school very well. Unfortunately the banquet won't be held live this year. Mr. Soards is very pleased that Emily was selected. She has been in Design Tech for three years and is an amazing student. He is very excited about some of her upcoming projects. (Weinand arrived 7:07 PM)

SkillsUSA Report

Brandon Soards briefly described the Skills USA organization. Students compete both locally and nationally. Our school participated successfully in this year's state championship. There were less competitions this year due to the complexities of some of the events plus some schools did not participate in the state event. Our school did quite well and earned many medals in bronze, silver and

gold. Brandon reported all the names of students and events that were won in the state competition. Brandon thanked everyone who has supported SkillsUSA throughout the school year. Danny asked if the board could be sent a list of students who won events. Gerald asked if a formal press release could be sent out and if the students' work could be shared.

Board Vote on Director's Evaluation Form

Tori reported that a formal evaluation of the Director has not been done since before the new school was built. She reviewed the old evaluation form that was included in the board packet. The old evaluation form is outdated. The new evaluation is an interactive form that can be answered online. The board questionnaire has thirteen questions, the staff questionnaire has eight and student one has six. Tori explained the LEPG (Leadership Evaluation Professional Growth) plan and how often the Director is fully evaluated (every three years) according to that process. The Director questionnaire is done every year. The information can be used towards the full LEPG evaluation process. There is a section in the evaluation for the Director's goals. Tori explained that the Director could set goals in August for the upcoming school year. Danny asked if the board can tell who submits each evaluation form. Tori advised this information will go to a database that the Board Chair will receive. Staff members' names and comments will be reported to the Chair but not to the Director. Student names will remain anonymous. Tori felt it important that staff names be included in the evaluation form so that any comments can be substantiated. Gerald asked about the language in question 9. The board discussed the wording in question 9. Joe had concerns that the questions would be difficult for board members to answer. Tori advised the questions were geared towards their knowledge of the Director's performance. Seth suggested using the words "no opinion" instead of "not applicable." He also suggested that board members individually have chats or ask questions of the Director throughout the year. Alane asked if the Director completes a self-evaluation form. Tori advised this is part of the three year plan process.

MOTION by Hall, seconded by Jackson, to approve the Director's evaluation form(s) with the form changes that were discussed by the Board

Gerald proposed an amendment on Question #9 to change the word "principles" to "adopted policies." [No second on amendment]

Motion approved

Total weighted votes: 832.42

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): No	Thomas(24.58): Yes	Weinand(77.82): No
White(7.49): Yes		

MOTION by Manzi, seconded by White, to approve the Director's job description as amended (language below)

Seth had a concern about the Legal and Ethical Duties, item #5. He would like to strike the word "other" and change to "high" ethical standards. Board members agreed.

Motion approved

Total weighted votes: 988.06

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): Yes	Thomas(24.58): Yes	Weinand(77.82): Yes

White(7.49): Yes		
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Board Vote on Reserve Account Setup and Transfer of Funds

Sherry reported that the current fund balance exceeds the recommended 3% in statute and that the Auditor recommends moving excess funds into reserve accounts or use the funds to offset the annual budget. The Finance Committee met last month and is recommending that \$250,000 be transferred into the Facilities and Equipment Reserve. Our Auditor also recommended creating a Debt Service reserve to assist in the annual bond payment so we would not have to continue borrowing through Revenue Anticipation Notes. The committee recommends establishing the fund with a \$250,000 transfer from the undesignated fund balance.

MOTION by White, seconded by Hall, to establish a Debt Service reserve account and transfer of funds into the Facilities and Equipment reserve account

Motion approved
Total weighted votes: 963.48

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): Yes	Thomas(24.58): Absent	Weinand(77.82): Yes
White(7.49): Yes		

Teacher Nominations for Continuing and Probationary Contracts

Bobby reported he is asking for the Board’s support in his nominations of continuing and probationary contract teachers.

MOTION by White, seconded by Jackson, to approve teacher contract nominations as presented

Joe expressed concerns about not having knowledge about the teacher nominations from a performance standard. Jerry advised that the Director’s recommendations could be questioned but board members are not privy to the Director’s evaluations of teaching staff. The board’s duty is to approve or disprove the nominations.

Motion approved
Total weighted votes: 963.48

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): Yes	Thomas(24.58): Absent	Weinand(77.82): Yes
White(7.49): Yes		

Meeting Format - Discussion

Bob advised this discussion is for board members to discuss meeting in person. Jerry endorsed the board meeting in person in May. Board members discussed the concept and agreed they prefer meeting in person.

MOTION by White, seconded by Andrews, to begin meeting in person in May (no vote)

Alane asked if all the current guidelines would be followed and Bob responded that the board would follow all CDC guidelines.

COMMITTEE REPORTS

FINANCE

Warrants and Budget

Matt reported the committee met and reviewed the warrants for March and April and the March 31st financial report.

MOTION by Speno, seconded by Hall, to accept and approve the warrants and budget reports for March and April

Motion approved

Total weighted votes: 963.48

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Abs
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): Yes	Thomas(24.58): Abs	Weinand(77.82): Yes
White(7.49): Yes		

POLICY COMMITTEE

MOTION by Pearce, seconded by Hall to approve second reading of Policy BDE– Board Standing Committees (revised)

Motion approved

Total weighted votes: 963.48

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Abs
Steinberger(77.82): Yes	Thomas(24.58): Absent	Weinand(77.82): Yes
White(7.49): Yes		

MOTION by Pearce, seconded by White, to approve first reading of Policy BCA – Board Member Code of Ethics (Revised) and Policy BDF – Superintendent’s Advisory Committee (Revised)

Joe asked about the added sentence for formal requests for information. The board discussed the definition of what a formal information request would entail. Seth asked if the Department of Education defines requests for information. Bob asked if the concern could be discussed by the Policy Committee before second reading.

Motion approved

Total weighted votes: 885.66

Andrews(77.82): Yes	Duke(69.62): Yes	Gorham(11.94): Absent
Gutierrez(69.62): Yes	Hall(77.89): Yes	Jackson(77.89): Yes
Kassa(77.89): Yes	Kennedy(54.68): Yes	Manzi(69.61): Yes
Mrowka(69.62): Yes	Pearce(77.82): Yes	Speno(77.89): Yes
Steinberger(77.82): No	Thomas(24.58): Absent	Weinand(77.82): Yes
White(7.49): Yes		

CURRICULUM COMMITTEE

Seth reported the committee met with the teachers association and laid out where the committee is with the Program Evaluation Tool and shared their concerns with the teachers about the form. Seth would like to continue work with the teachers and share recommendations with the board in the next few months.

MISSION/VISION AD HOC COMMITTEE

Bobby reported the committee met and Bobby and Yvonne shared mission and vision statements from around the state with the group. The committee discussed next steps in the process.

CHAIR UPDATE

No report.

DIRECTOR UPDATE

Bobby reported that the school has received the final Certificate of Occupancy from the City of Rockland. Arla Casselman has submitted her resignation as Horticulture instructor. Kristy reported that screen printing of MCST apparel is available online. A link can be sent out to interested board members. Bobby discussed how broadband access plans are being created around the state and that towns who have plans will be in a good position for funding. LD 144 is a bill in the legislature for \$20 million to support CTE schools capital improvements and equipment statewide. The State Board of Education CTE Committee wants to meet with Commissioner Makin about CTE regions gaining support from ESSER 3 funds. Currently, CTE regions do not have access to these funds. Teacher tech updates statewide will be coming up this week. Bobby is working on statewide CTE information/recruitment videos. We have over 370 applicants next year for our programs. Bobby was nominated to the MACTE Executive Committee. Bobby shared a student's work in the Machine Tool shop on the school logo. Also, a second student's dragon welding project was shared with board members. Board members commented on how student achievements should be promoted as much as possible.

ADJOURNMENT

Motion for Adjournment – failed

Danny asked about end of year celebration activities. Bobby reviewed the current plan.

Bob declared the meeting adjourned at 8:47 PM.

Next Board Meeting: May 26, 2021

Robert Deetjen, Board Secretary