

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS**  
**WEDNESDAY– SEPTEMBER 14, 2016**  
**FREEPORT HIGH SCHOOL– LIBRARY**  
**6:30 P.M. REGULAR SESSION**  
**AGENDA**

1. The meeting was called to order at \_\_\_\_\_p.m. by Chair Michelle Ritcheson
2. Attendance:

____ Louise Brogan	____ John Morang
____ Kathryn Brown	____ Beth Parker
____ Jeremy Clough	____ Brian Pike
____ Candace deCsipkes	____ Michelle Ritcheson
____ Naomi Ledbetter	____ Lindsay Sterling
	____ Valeria Steverlynck
3. Pledge of Allegiance:
4. Adjustments to the Agenda:
5. Good News and Recognition:
  - A. 2016 Class B South Regional Baseball Champions
6. Public Comments:
7. Executive Session:
  - A. Consideration and approval to enter into Executive Session pursuant to 1 M.R.S.A § 405(6)(E) for the purpose of consulting with the Board's attorney regarding pending litigation.  

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_
8. Action as a Result of Executive Session:
  - A. Consideration and approval as a result of executive session.  

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
9. Workshop:
  - A. 2015-2016 Goal Review
  - B. 2016-2017 Goal Setting
10. Adjournment:  

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_ Time: \_\_\_\_\_

**RSU5 Strategic Goals 2015-2016**  
**Update: August 24, 2016**

**(*Bold italic text* is from Ed McDonough's April 4, 2016 goals update to the Board. Blue text is information Becky and Cynthia have gathered.)**

**Focus on Student Achievement**

Vision: *RSU5 is committed to ensuring all children have a school experience characterized by "personalized learning." RSU5 embraces the responsibility to nurture the unique strengths each student possesses while supporting every student to graduate ready for career, college and citizenship.*

**Annual Goals:**

- Review our continued implementation of strategic curriculum investments; specifically, Teachers College Reading and Writing Workshop Model, Everyday Math, Project Based Learning and Proficiency-Based Learning.
  - K-2 received new reading units this year and professional development was provided to teachers.
  - 3-5 received new reading units this past year and professional development was provided to teachers.
  - K-2 had new EM4 implementation in 2014-2015.
  - 3-5 new implementation for EM4. Pat Herdt provided professional development.
  - Coaches attend the Coaching Institute at Teacher's College.
  - Lisa Demick went to Chicago University for EDM4 training to provide leadership and implementation for the District.
  - Instructional strategists support new teachers.
  - Writing workshop was not a primary focus last year.
  - ***The Board agenda has included special presentations and visits to each of the schools where we have scheduled various reviews. At Pownal, in October, Principal Demick and Math Strategist Tate Gale provided an update on Everyday Math. At Durham, in November, Hiram Sibley and 4th grade teacher Tina Whelan shared the school-wide goal of "accountable talk" and Principal Campbell updated the board on proficiency-based work at FHS. In December, Principal Grogan shared an 8th grade civil rights interdisciplinary project. In January, Bess Milligan and Literacy Strategist Susan Dee provided an update on Teachers College implementation. In February, Principal Nickerson, along with Kristy Johnson, Anne-Marie Spizzuoco and Anne Bishop, shared the school's efforts to implement Responsive Classroom across the school. The district has established a PBE steering committee to coordinate efforts, PK-12, and minutes are shared monthly with the Board.***

- Strengthen Instructional Support by developing a framework to create consistency and improvement. Encourage and support all schools to raise student aspirations and develop systemic interventions to ensure learning progress for each student.
  - RTI needs a continued focus.
  - Principals are working to tie up the SAT process and progress monitoring.
  - ***This is the logical next step in the Professional Learning Communities model. The district has done considerable standards work and there is a great deal of clarity around what we expect our students to learn. We continue to work on assessments to know when students have learned it. The next step is to respond appropriately when they haven't learned it or when students have evidenced they have attained the standard(s). This is a work in progress at our schools.***
- Highlight stories of success and growth of students, teachers and community to enhance pride in RSU5.
  - We are seeing the results of have a thinking curriculum in place.
  - Our PLC work is productive!
  - Very rich music program.
  - There has been an investment in our buildings. That shows pride!
  - Pulled together 5th graders across the district. Great for transitions for students.
  - We continue to blur the lines between the buildings.
  - ***Under Recognition on the Board's agenda, we have invited students to Board meetings. For example, math students from PES, 8th graders at FMS, Madeleine Squibb, a national merit commended scholar and successful extra and co-curricular teams such as Cross Country and the One Act Drama Team. We have also submitted articles to the Tri-Town newspaper, highlighting elements of FHS for incoming freshmen, recognizing the achievement of Nick Lyons as PE teacher of the year and efforts to strengthen middle to high school transition with Project Ascent.***

### **Focus on Teacher and Administrator Effectiveness**

Vision: *RSU5 employs teachers and administrators who value a strong collaborative culture and shared responsibility for student learning. Teachers and administrators work in professional learning communities (PLCs) to meet the needs of all learners and engage in on going, job-embedded professional learning.*

#### **Annual Goals:**

- Monitor implementation of Year #2 of Teacher Professional Growth and Evaluation Pilot and Year #1 of Administrator Professional Growth and Evaluation Pilot, and establish a coherent system of teacher and administrator growth and evaluation for 2016-2017.
  - The teachers appreciate the specificity of the Kim Marshall model.
  - Emphasis is on the growth model.
  - Administrators calibrated through B-Team meetings.



- *Committee meets quarterly and will present a plan for Board approval later this spring. In the pilot, all teachers have completed goal-setting, had 6-8 mini observations and will review performance against the rubrics with an administrator by June. All principals have gone through the same process.*
- Select and pilot a comprehensive superintendent performance evaluation.
  - *Discussed at October board meeting and recommended the use of the ISSLC standards and rubrics for evaluation. A small sub-group still needs to meet to refine the 360 feedback components.*
- Assess efforts to get to scale across RSU5 with Professional Learning Communities by setting SMART goals and reviewing the results.
  - More work is needed around the calibration of goals.
  - *Principals have presented to the Board all of the SMART goals developed by Professional Learning Community Teams and highlighted a particular goal. On June 8th, the administrative team will report out progress against goals.*
- Re-establish an RSU5 Professional Development Committee to provide more opportunities for teacher input and set the context for more support for initiatives.
  - Teachers have been involved in the process.
  - Every building has a leadership team and a voice.
  - *Developed an ad hoc group to provide input on the calendar, rate of an honorarium, and professional development. Continue to talk with administrative team to determine the appropriate membership.*

### **Focus on Stewardship of Resources.**

*Vision: RSU5 takes seriously its responsibility to be good stewards of resources. Thorough financial planning for strategic priorities, proactive facilities management and sustainability planning are the hallmarks of a high performing district.*

#### **Annual Goals:**

- Align the FY 17 district budget with strategic priorities; adjust the budget timeline to provide time to address educational as well as financial impacts and to allow plenty of discussion and communication with stakeholder groups.
  - All administrators' requests for the 2016-17 budget had to be linked to strategic goals.
  - The pro forma budget was completed in November.
  - Initial budget was presented to the Board on Jan. 27th.
  - The Board adopted the budget on March 23, 2106.

- *Worked with the BOD to accelerate the budget process (January-March) and hold workshops where every budget-maker had the opportunity to present to the Board. All presenters were asked to consider the key goal areas established by the Board. The process moves to providing information about the adopted budget to the three towns to solicit support for the budget. A budget booklet will be mailed in mid-April.*
- Monitor high school addition and renovation project.
  - Building Committee meets regularly.
  - Construction Committee meets regularly.
  - *Lyndon Keck, PDT architect presented a progress report to the Board in January 2016 and will report on a quarterly basis. He will return at the May 11 meeting to update progress. Lyndon has shared the report of the Clerk of the Works that we will continue to share with the BOD on a monthly basis. Ms. Wentworth has developed a financial report to be shared with the Board on a monthly basis moving forward. Currently, the project is on time and well within the budget.*
- Develop a long-range plan for capital investments, technology and education initiatives that are aligned with district goals.
  - Three year financial plan was presented and approved.
  - Five year capital plan exists.
  - Twenty year capital plan exists.
  - Technology Plan is online.
  - *Mr. Ouellette has shared the development of his five-year capital improvement plan with the BOD and works with a small working group and principals to refine annual budget requests. Mr. Thompson, Technology Director, has established a committee that is working on a technology plan to be submitted to the State this summer. The plan will be presented to the Board in June.*
- Explore ways to create efficiencies working in concert with the three towns.
  - GPCOG (Greater Portland Council of Government) allows for cost savings.
  - *At the initial leadership meeting held in November 2015, discussed ways to collaborate. The District has shared its paving needs for summer 2016 in the hopes of realizing some economies with Freeport's paving bid.*

### **Focus on Accountability**

Vision: *RSU5 will communicate with all stakeholders regularly about the schools and will sustain efforts to publish performance indicators to demonstrate progress in the focus areas of Student Achievement, Teacher Effectiveness and Stewardship of Resources.*

#### **Annual Goals:**

- Monitor, on a regular basis, progress on yearly goals.



- Administrators linked all new budgetary requests for 2016-17 to the strategic goals.
  - Administrators discuss progress at administrative meetings throughout the year.
  - ***Special presentations and administrator reports are intended to provide the Board regular opportunities to track progress.***
- Develop specific strategies for improving communications about RSU5, including updating the district's website on a regular basis and in a timely fashion, and more frequent newsletters and submissions to local publications. Increase opportunities to engage the public in conversations about school related issues and open up avenues for public stakeholder feedback and input.
  - ***The District will launch a new look website this summer; a prototype has been shared with the Strategic Communications Committee. Central office has initiated a Friday Update from the Superintendent that is emailed to all families and now includes a "Board's Corner" to share school board news. In two weeks, a 28-page budget booklet and update on schools and student performance will be shared with every household in the three towns.***
- Continue RSU5 Leadership Committee meetings with leaders from the three towns.
  - ***To date, there have been three meetings. The Leadership group met November 12th, February 4th and a 3rd session, coordinated by the Freeport Town Council was held on February 29th.***
- Create a district-wide, consistent process for accurately tracking migration patterns in and out of RSU5.
  - ***Ms. McManus has worked to provide the data the Board has for the April 13th workshop; this effort should serve as the baseline in future years.***