RSU 14 - WINDHAM RAYMOND SCHOOL DISTRICT
BOARD OF DIRECTORS

REGULAR MEETING AGENDA

August 19, 2015
6:30 p.m.

Windham Town Council Chambers

(all times are approximate)

6:30 p.m.
I. CALL TO ORDER  Time: ______________
II. ROLL CALL
III. PLEDGE OF ALLEGIANCE
IV. ADJUSTMENTS TO THE AGENDA
V. PUBLIC INPUT

6:35 p.m.
VI. APPOINTMENTS

1. Vote to approve the following appointments for the 2015-2016 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lindsay</td>
<td>Arbour Teacher - Grade 3 - 1 year</td>
<td>WPS</td>
</tr>
<tr>
<td>Samantha</td>
<td>Brink Teacher - Grade 7</td>
<td>WMS</td>
</tr>
<tr>
<td>Brandon</td>
<td>Champion Teacher - Social Studies</td>
<td>WHS</td>
</tr>
<tr>
<td>Raymond</td>
<td>Dunn Teacher - Special Ed</td>
<td>REAL New</td>
</tr>
<tr>
<td>Jeremy</td>
<td>Floyd Teacher - Special Ed</td>
<td>REAL</td>
</tr>
<tr>
<td>Yvette</td>
<td>Khoury Teacher - Special ED</td>
<td>REAL</td>
</tr>
<tr>
<td>Andrea</td>
<td>Levinsky Teacher - Grade 7/LA/SS - 1 year</td>
<td>WMS</td>
</tr>
<tr>
<td>Geneva</td>
<td>Robinson Teacher - Latin</td>
<td>WHS</td>
</tr>
<tr>
<td>Katelyn</td>
<td>Sorenson Teacher - Grade 8</td>
<td>WMS</td>
</tr>
<tr>
<td>Adrianne</td>
<td>Shetenhelm Teacher – Alternative Ed</td>
<td>WHS</td>
</tr>
</tbody>
</table>

*The above positions are replacement positions unless otherwise noted.*

Moved by: ____________________  Seconded by: ____________________
In Favor: ____________________  Opposed: ____________________  Abstain: ______
6:40 p.m.

VII. GIFT DISCUSSION

1. Martin Mackey, REAL School Director will discuss considering the acceptance of a sailboat and the benefits it would bring to the REAL School student population should the gift be approved.

7:05 p.m.

VIII. FACILITIES UPDATE

1. Bill Hansen, Director of Facilities will update the Board on the status of the John Andrews Building and recent Field Allen updates.

7:35 p.m.

IX. LEASE/PURCHASE OF THREE SCHOOL VANS

1. To move that the Vote entitled, “Vote to Authorize Lease Purchase of Two Dodge Grand Caravans”, from Gorham Leasing Group be adopted in form presented to this meeting (Attachment A):

   | Van #1 (REAL School) | 38,221 miles | $18,602 |
   | Van #2 (REAL School) | 41,371 miles | $18,602 |
   | For a total of:       |             | $37,204 |

   Moved by: ____________________  Seconded by: ____________________  In Favor:  Opposed:  Abstain: ______

2. To move that the Vote entitled, “Vote to Authorize Lease Purchase of One Dodge Grand Caravan”, from Androscoggin Bank be adopted in form presented to this meeting (Attachment B):

   To approve the purchase of one 2014 Dodge Grand Caravan from Emerson Chevrolet, Auburn Maine

   | Van #3 | 43,778 miles | $18,602 |

   Moved by: ____________________  Seconded by: ____________________  In Favor:  Opposed:  Abstain: ______

7:40 p.m.

X. POLICY DISCUSSION

1. Kate Brix, Policy Chair will provide a brief overview of Policy KHC Distribution of Non-School Materials.
8:00 p.m.

XI. POLICY

1. To approve the First Reading and waive the Second Reading of the Distribution of Non-School Materials (File Code: KHC). (Attachment C)
   Moved by: ____________________ Seconded by: ____________________
   In Favor: ____________________ Opposed: ____________________ Abstain: ______

2. To approve the First Reading and waive the Second Reading of the Distribution of Non-School Materials (File Code: KHC-E).
   Moved by: ____________________ Seconded by: ____________________
   In Favor: ____________________ Opposed: ____________________ Abstain: ______

8:05 p.m.

XII. REPORT OF THE SECRETARY

1. To approve the minutes of the July 1, 2015 Meeting.
   Moved by: ____________________ Seconded by: ____________________
   In Favor: ____________________ Opposed: ____________________ Abstain: ______

8:15 p.m.

XIII. ADJOURNMENT

1. To approve to adjourn the meeting.
   Moved by: ____________________ Seconded by: ____________________
   In Favor: ____________________ Opposed: ____________________ Time: ___
VOTE TO AUTHORIZE LEASE PURCHASE OF TWO DODGE GRAND CARAVANS

Voted: That the Superintendent of Schools (the “Superintendent”) is authorized to accept the proposal of Gorham Leasing Group (the “Bank”) to provide tax-exempt lease purchase financing for two 2014 Dodge Caravans (38,221 and 41,371 miles) (the “Equipment”) in the principal amount of $37,204 ($18,602 each at an interest rate of 2.10% for a term of up to 3 years; and that under and pursuant to the provisions of Title 20-A M.R.S. Sections 1001 and 1055, the Superintendent is authorized to execute and deliver a Lease Purchase Agreement with the Bank, or its nominee, in the name and on behalf of Regional School Unit No. 14 (the “Region”) for the Equipment, with an aggregate purchase price of $37,204, in such form and on such terms not inconsistent herewith as the Superintendent may approve (the "Lease"); and that the appropriate officials of the Region are authorized to execute and deliver on behalf of the Region such other documents and certificates as may be required in connection with the Lease; and that no part of the proceeds of the Lease shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Lease Purchase Agreement to be a "private activity bond" or an "arbitrage bond" within the meaning of Sections 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the Lease issued pursuant hereto be designated as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Code; and that the Superintendent is authorized to covenant on behalf of the Region to file any information report and pay any rebate due to the United States in connection with the issuance of the Lease, and to take all other lawful actions necessary to insure the interest portion of the rental payments under and pursuant to the Lease will be excluded from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof; and that an attested copy of this Vote be filed with the minutes of this meeting.

A true copy, attest:

_________________________________
Sanford Prince
Regional School Unit No. 14
VOTE TO AUTHORIZE LEASE PURCHASE OF A DODGE GRAND CARAVAN

Voted: That the Superintendent of Schools (the “Superintendent”) is authorized to accept the proposal of Androscoggin Bank (the “Bank”) to provide tax-exempt lease purchase financing for one 2014 Dodge Caravan (43,778 miles) (the “Equipment”) in the principal amount of $18,602 (at an interest rate of 2.14% for a term of up to 3 years; and that under and pursuant to the provisions of Title 20-A M.R.S. Sections 1001 and 1055, the Superintendent is authorized to execute and deliver a Lease Purchase Agreement with the Bank, or its nominee, in the name and on behalf of Regional School Unit No. 14 (the “Region”) for the Equipment, with an aggregate purchase price of $18,602, in such form and on such terms not inconsistent herewith as the Superintendent may approve (the "Lease"); and that the appropriate officials of the Region are authorized to execute and deliver on behalf of the Region such other documents and certificates as may be required in connection with the Lease; and that no part of the proceeds of the Lease shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Lease Purchase Agreement to be a "private activity bond" or an "arbitrage bond" within the meaning of Sections 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the Lease issued pursuant hereto be designated as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Code; and that the Superintendent is authorized to covenant on behalf of the Region to file any information report and pay any rebate due to the United States in connection with the issuance of the Lease, and to take all other lawful actions necessary to insure the interest portion of the rental payments under and pursuant to the Lease will be excluded from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof; and that an attested copy of this Vote be filed with the minutes of this meeting.

A true copy, attest:

_________________________________
Sanford Prince
Regional School Unit No. 14
DISTRIBUTION OF NON-SCHOOL MATERIALS

The RSU#14 Schools are not a forum for the public to communicate with students, parents, guardians or employees and should not be used to distribute any materials, either in paper form or electronically, that are not directly related to school programs, school curriculum, and/or school related activities for students.

**Distribution means:** circulation or dissemination of materials by means of providing/handling out copies and displaying materials in any area of RSU#14 schools as well as any electronic medium. This includes but is not limited to writing, printing, recorded tape, film, video, digital medium and amplified voice.

In an effort to keep communications between RSU#14 and students, parents, guardians and employees focused on district business and educational information, _only the following materials may be distributed:_

A. Official communications from the School Committee, Superintendent, Administrators and school staff such as newsletters, letters to parents, meeting or event announcements, school forms, and classroom information.
B. Information and notices concerning school sponsored activities and programs for students and/or parents.
C. Notices from Parent/Teacher organizations, Project Graduation, and Performing Arts/Athletics Booster Clubs.
D. Commercial materials will not be distributed to students except in the case of those whose purpose is to further a school activity such as graduation, class pictures, class rings, or approved fund-raising activities as determined by the Superintendent/designee. The Superintendent/designee’s decision in each case shall be final.
E. Those requesting electronic distribution must fill out Promotional Materials Form KHC-E

Cross-Reference:

KHC-E Promotional Materials Form,
KJ Advertising in the Schools, KFD
Community Use of Facilities & Grounds

First Reading: April 13, 2011
Second Reading: May 4, 2011

Revised First Reading: Waived
Revised Second Reading:
RSU 14 Request for List Serve Distribution

The following information is required for any advertisement to be considered and processed for distribution. RSU14 will not edit requests. All submissions must be “distribution ready” to be approved.

Failure to have all information included as requested below will result in the rejection of the request.

Please attach this form with your submission.

<table>
<thead>
<tr>
<th>1. Which category best describes your school affiliation? (See list bottom of page)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Date of Event</td>
</tr>
<tr>
<td>3. Location of Event</td>
</tr>
<tr>
<td>4. Time of Event</td>
</tr>
<tr>
<td>5. Subject Line</td>
</tr>
<tr>
<td>6. “Reply to” person name</td>
</tr>
<tr>
<td>7. “Reply to” person email</td>
</tr>
<tr>
<td>8. “Reply to” person phone #</td>
</tr>
<tr>
<td>9. Your name and contact info if different from above.</td>
</tr>
<tr>
<td>10. Other comments/requests</td>
</tr>
</tbody>
</table>

Please indicate distribution preference with X below:

- ALL Windham and Raymond K-12
- Windham Only K-12
  - Windham High School (gr 9-12)
  - Windham Middle School (gr 6-8)
  - Manchester School (gr 4-5)
  - Windham Primary (gr K-3)
- Raymond Only K-8
  - Jordan Small Middle School (5-8)
  - Raymond Elementary School (K-4)

Format Requirements: Word (.doc), Image File (.jpg) or a .pdf.

We cannot guarantee a specific publication date. Every attempt will be made to distribute within 10 working days. Only one submission per event is permitted.

If your advertisement does not meet the requirements of RSU Policy KHC, the Superintendent/Designee will make the final determination if it is to be published.

Categories to best-describe your RSU14 school affiliation:

- A. School based club/activity – please indicate name in box 1 above
- B. Athletic Booster Club
- C. Performing Arts Booster Club
- D. PTA/PTO
- E. Project Graduation
RSU 14 WINDHAM RAYMOND SCHOOL DISTRICT
BOARD of DIRECTORS
MINUTES HELD JULY 1, 2015
REGULAR MEETING AGENDA
228 Windham Center Road, Central Office
Time Called to Order: 5:30 pm

Members Present: Marge Govoni, Chair Diana Froisland, Vice Chair
Kate Brix Pete Heansssler
Eric Colby Jeri Keane-Dreyer
Sanford Prince, Supt

Absent: Dawn Dillon Jen Moore
Jennifer Fleck

ADJUSTMENTS TO THE AGENDA - Add - REPORT OF THE SECRETARY

1. To approve the minutes of the June 17, 2015 Meeting.

Moved by: Diana Froisland Seconded by: Jeri Keane-Dreyer
In Favor: 6 Opposed: 0 Abstain: 0

APPOINTMENTS

1. Vote to approve the following appointments for the 2015-2016 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adina Baseler</td>
<td>Teacher – Grade 6</td>
<td>JSMS</td>
</tr>
<tr>
<td>Alyssa Cameron-Hilse</td>
<td>Teacher – Grade 7</td>
<td>WMS – new position</td>
</tr>
<tr>
<td>David Cimato</td>
<td>Teacher – Math</td>
<td>WHS</td>
</tr>
<tr>
<td>Caj MacDonald</td>
<td>Social Worker</td>
<td>WHS – new position</td>
</tr>
<tr>
<td>Kelly Stokes</td>
<td>Teacher – Special Ed</td>
<td>JSMS</td>
</tr>
<tr>
<td>Kayla Vangelist</td>
<td>Teacher – Grade 3</td>
<td>RES</td>
</tr>
</tbody>
</table>

Moved by: Diana Froisland Seconded by: Jeri Keane-Dreyer
In Favor: 6 Opposed: 0 Abstain: 0

*The above positions are replacement positions unless otherwise noted.*
BID AWARD

1. To vote to award the bid for the Field Allen School East End Window Replacement to Ouellet Associates, Inc. of 56 Bibber Parkway, Brunswick, Maine in the amount of $162,000.

   Moved by: Pete Heanssler      Seconded by: Jeri Keane-Dreyer
   In Favor: 6                   Opposed: 0
   Abstain: 0

FUND REALLOCATION

1. To vote to re-allocate $51,105 in funding from the Windham Middle School Stem/Life Skills project to the Field Allen Window project for FY 2016.

   Moved by: Jeri Keane-Dreyer  Seconded by: Pete Heanssler
   In Favor: 6                   Opposed: 0
   Abstain: 0

ADJOURNMENT

1. To approve to adjourn the meeting.

   Moved by: Jeri Keane-Dreyer  Seconded by: Kate Brix
   In Favor: 6                   Opposed: 0
   Time: 5:59 p.m.

Respectfully Submitted,
Sanford J. Prince IV
Superintendent