

PUBLIC PARTICIPATION

Meetings of the board are public in the sense that they are *held in public*. *This does not mean they are public meetings in the same sense as a "town meeting."* There is no statutory requirement in Maine that the public be permitted to speak. However, we wish to include the public whenever possible. Comments and concerns related to matters not on the agenda are welcome under the "Public Comment" portion of the Agenda. The chair will provide an opportunity for public comment during the consideration of each major agenda item. Please be aware of the following "ground rules."

- ✓ To be eligible to address the board, an individual should reside within the school unit, be an employee of the school unit, or be invited by the board or superintendent to speak. The individual shall identify him or herself in each case.
- ✓ Public comment at meetings of the board can be separated into delegations or representations and brief comments on an agenda topic.
- ✓ Brief comments from the audience on agenda items, prior to board action, are commonly encouraged but may be limited at the discretion of the chair.
- ✓ Delegations and prolonged representations on items not on the agenda must be directed to the Superintendent of Schools one week prior to the regular meeting date for presentation to the board.
- ✓ Except in an emergency, the board will not attempt to decide upon any question before full examination and an opportunity for the superintendent to research the matter and make his/her recommendation to the board.
- ✓ The number of speakers and the time each speaks may be limited.
- ✓ Speakers must address all comments and questions to the chair.
- ✓ No complaints or allegations will be allowed in public concerning any staff member or any person connected to the school unit.
- ✓ Speakers are asked not to be repetitious of comments already made to the board in the interests of most efficient use of time.
- ✓ The primary purpose of the meeting is for the board to conduct its business as charged by law. Spontaneous discussion, as well as disorder and disruption, prevent the board from doing its work and will not be permitted.

THANK YOU FOR YOUR COOPERATION

WELCOME

**TO YOUR
SCHOOL BOARD MEETING**

Five Town CSD

(Appleton ♦ Camden ♦ Hope ♦ Lincolnville ♦ Rockport)

**7 Lions Lane
Camden, ME 04843
Tel.: 236-3358**

www.fivetowns.net

WELCOME!

On behalf of the board, we wish to welcome you to our meeting. We appreciate visitors from the public and trust your attendance will be beneficial to both of us. We feel it is very important for interested persons to know about the workings of our school system and for us to be aware of what is important to the community. You are invited to participate in the meeting in accordance with the policy and rules established by this board.

Sincerely,
Gretchen Richards, Chair
Marcia Dietrich, Vice Chair

BOARD MEMBERS

| | | | |
|---------------------------|-------------|-------------------|-------------|
| Kristin Collins, Chair | C-2017 | Michelle Fong | H-2019 |
| David Perkins, Vice-Chair | L-2019 | Caleb Love-Webb | Student Rep |
| Lynda Chilton | C-2017 | Peter Orne | C-2019 |
| Conrad Crans | Student Rep | Betsy Saltonstall | R-2019 |
| Matt Dailey | C-2017 | Faith Vautour | R-2017 |
| Marcia Dietrich | R-2018 | Molly Woodruff | Student Rep |
| Debby Keiran | A-2019 | | |

ADMINISTRATION

| | |
|--------------------------------------|----------------|
| Superintendent of Schools | Maria Libby |
| Assistant Superintendent | Gary Gonyar |
| Business Manager | Cathy Murphy |
| Principal CHRHS | Bob Sampson |
| Adult & Community Education Director | Tim Dresser |
| Special Education Director | Valerie Mattes |

NONDISCRIMINATION POLICY

It is the policy of this school system not to discriminate in educational programs, activities or employment practices on the basis of race, color, national origin, religion, sex, age, ancestry, disability or sexual orientation under the provisions of Titles VI and IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act of 1973, the Individuals with Disability Education Act of 1990, and the Americans with Disabilities Act of 1990. The Affirmative Action Plan, as been approved by the board and submitted to the Commissioner of Education, is on file in the Superintendent's Office. The Affirmative Action Officer is the Assistant Superintendent at 236-3358.

SCHOOL BOARD COMPLAINT PROCEDURE

All parents, students or other citizens initiating complaints or concerns regarding any aspect of the school department or a school employee shall be encouraged to seek a resolution at the lowest possible level. If the complaint cannot be resolved at the lowest level, the person may appeal to the next level. If the complaint cannot be resolved at any lower level, it may be appealed to the superintendent's level. If the complaint cannot be resolved at the superintendent's level, it shall be directed to the appropriate board sub-committee for consideration, if requested by the individual making the complaint. If the sub-committee does not resolve the issue, the complaint can be heard by the full board, if requested by the individual making the complaint.

SCHOOL BOARD DUTIES AND RESPONSIBILITIES

Maine state law charges school boards with the responsibility to "manage the schools." This is done essentially by selecting a superintendent and providing him/her with authority and direction. It is not the duty of the board to operate the schools but to see that they are well operated.

The board concerns itself primarily with broad questions of policy rather than with administrative details. The application of policies is an administrative task to be performed by the superintendent and his/her staff, who shall be held responsible for the effective administration and supervision of the entire school system.

Members of the board have authority only when acting as a board legally in session. The board shall not be bound in any way by an action or statement of an individual member except when such statement or action is in pursuance of specific instructions from the board.

SUPERINTENDENT DUTIES AND RESPONSIBILITIES

The position of Superintendent of Schools is created by state law to provide each school board with the benefit of advice from a professional educator. The state statutes and rules give the superintendent the necessary authority to carry out the responsibilities assigned to him/her in relation to the role assigned to school boards.

BOARD MEETING

The Five Town CSD School Board generally meets at 7:00 p.m. on the first Wednesday of each month at Camden Regional Hills High School. Agendas are prepared by the Superintendent, the board chair and vice-chair. They are published at least five days in advance of each meeting and are available at the Superintendent's Office, in each school and in the town offices in each community.

COMMITTEES 2016-2017

Ad Hoc Curriculum

Marcia Dietrich
Faith Vautour

Ad Hoc Facilities

Kristin Collins
Marcia Dietrich
Debby Keiran
David Perkins

Drop Out Prevention

Kristin Collins

Finance

Lynda Chilton
Michelle Fong
Debby Keiran
Faith Vautour

MCST

Kristin Collins
Peter Orne

Personnel/Negotiations

Matt Dailey
David Perkins
Betsy Saltonstall

Policy

Lynda Chilton
Kristin Collins
Marcia Dietrich
Michelle Fong

EXECUTIVE SESSION

In accordance with the Freedom of Access ("Right-to-Know") law, board meetings are held in public. The board may go into private or executive session, upon vote of 3/5 of the members present and voting, for consideration of certain matters specified in law (e.g., personnel, student suspension/expulsion, contracts to be negotiated, collective bargaining, legal advice or pending litigation). No final action may be taken in executive sessions.