SPECIAL BOARD OF DIRECTORS MEETING AGENDA

MVHS CAFETERIA

WEDNESDAY, JUNE 24 , 2026 SCHOOL BOARD at **6:00PM**

Link for Live Viewing at: https://meet.google.com/yok-odcy-hpq

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. Welcome- Deborah Alden, Superintendent

II. ADJUSTMENTS TO THE AGENDA

If yes:

Motion: Second:

III. CONSIDERATION OF THE MINUTES

Approve the minutes of the June 15th Meeting of the Western Foothills Regional School Unit No. 10 School Board Meeting Minutes as Written.

Motion: Second:

PUBLIC COMMENTS/QUESTIONS

(This is the time for the public to comment in-person at School Board Meetings)

IV. COMMUNICATION/CORRESPONDENCE

Upcoming Meetings:

August 10th School Board Meeting at MVHS at 6:30
August 19th Finance Committee Meeting at CO at 4:00
August 19th Policy Committee Meeting at CO at 5:00
August 19th BG&T Committee at CO at 6:00
August 24th School Board Meeting at MVHS at 6:30

V. SUPERINTENDENT'S CORRESPONDENCE

Resignations/Retirements:

The Superintendent has accepted the resignation of Bethany Meehan-Poulin, Assistant Director of Special Services, effective 7/5/26.
The Superintendent has accepted the resignation of Lynn Gould, as JV Girls Basketball Coach at MVHS.

Transfers:

The Superintendent has approved the transfer of Celina Adley, from Special Education, Ed Tech II, to Special Education, Ed Tech III (ELS) at MVCS, beginning the 2026-2027 SY.

Appointments:
The Superintendent has appointed Charles Castonguay, as the Head Girls Basketball Coach at MVHS for the 2026-2027 season.

Policy Regulations and Job Descriptions (don't need Board approval):
JKAA-R- Procedure on Physical Restraint and Seclusion-Revised by the Policy Committee 6/17/26.

VI. OLD BUSINESS

1. Act on a Request from MVHS Principal, Tom Danylik to Use Supplemental Budget Funds to Refinish the Gymnasium Floor.
   Motion: Second:

2. Act on a Request from BJSHS Principal, Troy Eastman to Use Supplemental Budget Fund to Build Dug-Outs.
   Motion: Second:

VII. NEW BUSINESS

1. Consideration of Buckfield, Hartford, and Sumner Withdrawal Agreements.

Motion:
Move That the Board of School Directors of RSU 10 authorize the Superintendent of RSU 10 to sign the proposed Buckfield, Hartford, and Sumner Withdrawal Agreements on behalf of RSU 10, in the form presented to this meeting, with such minor non-substantive changes or corrections as may be approved by the Superintendent in consultation with RSU 10's counsel, and upon execution of such agreements by the Buckfield, Hartford, and Sumner Withdrawal Committees, to approve their submission to the Commissioner of the Maine Department of Education.
Motion: Second:

2. Act to Approve an MOU Regarding the Teacher Bargaining Agreement/Contract with Relation to the 2027 Salary Scale.
   Motion: Second:

3. Act on the First Reading of JKAA- Use of Physical Restraint and Seclusion.
   Motion: Second:

4. Act to Approve a STIPEND Job Description for the Certification Secretary for the District.
   Motion: Second:

5. Act to Approve a Job Description for an English Language Learner(ELL) Teacher
   Motion: Second:

VIII. BOARD MEMBER COMMENTS

ADJOURNMENT

Motion: Second:

BOARD OF DIRECTORS MEETING APPROVED MINUTES
MVHS CAFETERIA
MONDAY, JUNE 1, 2026 RETIREE RECOGNITION DINNER 5:00PM
MONDAY, JUNE 1, 2026 SCHOOL BOARD 6:30PM

Link for Live Viewing at: https://meet.google.com/yok-odcy-hpq

School Board Members Present: Chad Culleton, Allison Long, Peter DeFilipp, Darcy Klein(virtual), Ed Bulger, Veronica "Bonnie" Knox, Dan Hodge, Erin Hinkley, Jennifer LeDuc, Doug Stone

School Board Members Absent: Jonathan Ferreira, Kristen Chapman, Vacant- Hanover Rep.

Staff & Community Present: Deb Alden, Brian Carrier, Margaret Therriault, Matthew Gilbert, Bethany Meehan-Poulin, Laura Johnston, Brian Hooper, Danielle Williams, Larry Thornton, Tom Danylik, Carrie Luce, Meadow Casson, Students, Staff, Community Members

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. Welcome- T. Danylik, Principal MVHS

II. ADJUSTMENTS TO THE AGENDA

If yes:

Motion: P. DeFilipp Second: A. Long
Unanimous

III. CONSIDERATION OF THE MINUTES

Approve the minutes of the May 11th, Meeting of the Western Foothills Regional School Unit No. 10 School Board Meeting Minutes as Written.
Motion: P. DeFilipp Second: D. Stone
Unanimous

PUBLIC COMMENTS/QUESTIONS

(This is the time for the public to comment in-person at School Board Meetings)
Larry Thronton, Meadow Casson

V. COMMUNICATION/CORRESPONDENCE

Student Board Representatives Reports - MVHS- Chloe Brown
Student Board Representatives Reports - BJSHS- Vacant
Superintendent Alden- Sabbatical report- Heidi Campbell

Upcoming Meetings:
June 3rd Withdrawal Committee Meeting at CO at 4:30
June 9th Budget Validation Referendum- **VOTING in your Towns!**
June 11th MVHS Graduation at MVHS at 6:00

Cont.

June 12th BJSHS Graduation at BJSHS at 6:00
June 15th School Board Meeting at MVHS at 6:30
June 16th Last Day of 2025-2026 SY!
June 17th Policy Committee Meeting at BJSHS LIBRARYat 5:00
June 17th Personnel Committee Meeting at BJSHS LIBRARY at 6:00

VI. COMMITTEE REPORTS

1. Personnel Committee-3/18, 6/17(r/s from 5/20, due to lack of quorum)
2. Policy Committee-4/29, 6/17(r/s from 5/20, due to lack of quorum)
3. Finance Committee-4/29
4. BG&T Committee-4/29
5. Negotiations Committee update-6/15 contract/bargaining agreement to ratify
6. Region 9- 6/3
7. Region 11- N/M
8. Curriculum Committee-9/16(r/s from 5/20, due to lack of quorum)
9. Superintendent's Report-

- **Septic design and Portable completion at BJSHS** - We received one RFQ for our Septic Design from Maine Land so we decided to go with them and are waiting for a quote and we didn't receive any for the Portable completion project so now we are looking for someone to do it.

- **Bucket Loader** - We now have it in our possession.

*** **June 15th Board Meeting** - I feel I need to express the importance of the "last of the fiscal year" Board Meetings. First, we will ratify the June 9th votes. We hope to have two Administrators to bring to the Board for hiring. If all goes well we will have the Ed Tech Contract to ratify. Additionally, we may have a Withdrawal Agreement to share. Finally, **IF** the Budget is not passed on June 9th we will have to make plans for the next Budget process and additional School Board meetings.

VII. SUPERINTENDENT'S CORRESPONDENCE

Administrative/Department Reports: None

Resignations/Retirements:
The Superintendent has accepted the resignation of Isabella Leahy, Grade 7 Science Teacher at MVHS, effective at the end of the 2025-2026 SY.
The Superintendent has accepted a notice of **retirement** from David Lamarque, Head Custodian at MVCS, effective 6/30/26.
The Superintendent has accepted the resignation of Leanne Virgin, as Co-Advisor to the Class of 2029 at MVHS.

Transfers:
The Superintendent has approved the transfer of Kaitlyn Lemay, from Special Education Teacher(ELS), to General Education, Grade 5 Teacher at MVCS, beginning the 2026-2027 SY.
The Superintendent has approved the transfer of Elizabeth Coombe, from Special Education, Ed Tech III (RR) at HSES, to PreK Ed Tech III at HSES, beginning the 2026-2027 SY.

Appointments:
The Superintendent has appointed Leanne Virgin, as the Class Advisor for the class of 2030.

New Hires (don't need Board approval):
The Superintendent has hired Kasey Flagg, as the Administrative Assistant/Secretary to the Principal at MVHS, beginning 7/1/26.

Employee Probationary Period Completions:
Breanna Holmquist- TI, ET III at MVCS- 5/12/26
~~Michael Berry- Special Ed., ET III at MVCS- 6/1/26~~

Policy Regulations and Job Descriptions (don't need Board approval):
None

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

1. Act to Approve the Superintendent's Recommendation of Farrah Poirier, as an Art Teacher at HSES, beginning the 2026-2027 SY.
   Motion: P. DeFilipp Second: D. Stone
   Unanimous
2. Act to Approve the Superintendent's Recommendation of Marie Lane, as an ELL (English Language Learner)Teacher, for the District, beginning the 2026-2027 SY.
   Motion: P. DeFilipp Second: C. Culleton
   Unanimous
3. Act to Approve the RSU 10 Health and Safety Emergency Management Plan TABLED from April 27, 2026 Meeting.
   Motion: P. DeFilipp Second: D. Stone
   Unanimous

4. Act to Approve the Job Description for Assistant Director for Early Childhood Special Education.
   Motion: P. DeFilipp Second: V. Knox Opposed: E. Hinkley
   Passed
5. Act on Second Reading of Revised JICJ- Student Use of Cell Phones and Other Electronic Devices.
   Motion: P. DeFilipp Second: C. Culleton Opposed: D. Klein
   Passed
6. Act on Second Reading of Revised JLCD- Administration of Medication to Students.
   Motion: P. DeFilipp Second: D. Stone Opposed: E. Hinkley
   Passed

X. BOARD MEMBER COMMENTS

V. Knox, C. Culleton

XI. EXECUTIVE SESSION

1. Act to Enter into Executive Session for the Purpose of Hiring a Part Time Assistant Director of Special Services for RSU 10(ECSE) Pursuant to 1 MRS § 405(6)(A).
   Motion: C. Culleton Second: D. Stone Opposed: E. Hinkley
   Passed
   E. Hinkley left the meeting.

EXIT EXECUTIVE SESSION

Motion:V. Knox Second: D. Stone at 7:24p.m.
Unanimous

RESULTS FROM EXECUTIVE SESSION:

Act on the Hiring of Danielle Williams, as a Part Time Assistant Director of Special Services for RSU 10 District for RSU 10 (ECSE) with an Annual Base Salary of $45,250, Pursuant to 1 MRS § 405(6)(A).
Motion: C. Culleton Second: V. Knox Abstained: A. Long
Passed

No Board members who are in attendance of a Board meeting virtually can attend the executive session remotely, per BEC-R Executive Session Law(II): Restrictions During Executive Session.

XII. ADJOURNMENT

Motion: D. Hodge Second: D. Stone at 7:27p.m.
Unanimous

WARRANT TO CALL
REGIONAL SCHOOL UNIT NO. 10 BUDGET MEETING
(20-A M.R.S. § 1485)
WEDNESDAY, MAY 27, 2026
MOUNTAIN VALLEY HIGH SCHOOL AUDITORIUM
APPROVED MINUTES

School Board Members Present: Chad Culleton, Veronica "Bonnie"Knox, Allison Long, Peter DeFilipp, Dan Hodge, Erin Hinkley, Doug Stone, Kristen Chapman, Ed Bulger, Darcy Klein, Jennifer LeDuc, Jonathan Ferreira

School Board Members Absent: Vacant-Hanover Rep.

Town Clerks/Representatives Present: Hartford, Mexico, Hanover, Roxbury, Rumford, Sumner, Buckfield

Total Number of Registered Voters in Attendance: 88

Ballot Clerks: Diane Campbell-Sumner, Sandra Ackley- Mexico, Allysa Phillips-Buckfield, Lianne Bedard-Hartford

Staff & Community Present: Deb Alden, Margaret Therriault, Matthew Gilbert, Leah Kaulback, Terry Hayes, Bruce Farrin, RSU 10 Staff, Community Members

Called to Order and the Pledge of Allegiance at: 6:36p.m.

TO: Leah Kaulback, a resident of Regional School Unit No. 10 (the "Regional School Unit") composed of the Towns of Buckfield, Hanover, Hartford, Mexico, Roxbury, Rumford, and Sumner, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within the Regional School Unit, namely, the Towns of Buckfield, Hanover, Hartford, Mexico, Roxbury, Rumford, and Sumner, that a Regional School Unit Budget Meeting will be held at Mountain Valley High School Muskie Auditorium, 799 Hancock Street, Rumford, Maine at 6:30 P.M. on May 27, 2026 for the purpose of determining the Budget Meeting Articles set forth below.

ARTICLE 1A: To elect a moderator to preside at the meeting.
J.Wiley nominated Terry Hayes as Moderator
Second: Community Member
Cease Nominations
Motion: A. Long
Second: V. Knox
Unanimous
Vote for Moderator- Terry Hayes: Passed (3-0 Written Ballots cast)
Superintendent Alden- Administered the Oath to T. Hayes

Terry Hayes- Administered the Oath to Ballot Clerks- Diane Campbell-Sumner, Sandra Ackley-Mexico, Allysa Phillips-Buckfield, Jaylene Gonyea-Hartford

ARTICLES 1 THROUGH 11
AUTHORIZE EXPENDITURES IN COST CENTER CATEGORIES

ARTICLE 1: To see what sum the Regional School Unit will be authorized to expend for Regular Instruction.
School Board Recommends $13,051,257.80
Motion: P. DeFilipp Second: D. Stone
Passed

ARTICLE 2: To see what sum the Regional School Unit will be authorized to expend for Special Education.
School Board Recommends $9,866,365.73
Motion: P. DeFilipp Second: J. LeDuc
Passed

ARTICLE 3: To see what sum the Regional School Unit will be authorized to expend for Career and Technical Education.
School Board Recommends $270,839.81
Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 4: To see what sum the Regional School Unit will be authorized to expend for Other Instruction.
School Board Recommends $1,060,349.64
Motion: J. Wiley Second: Community Member
Made a motion to decrease the amount to $888,349.64.
Vote: Failed
Motion: C. Brennick Second: Community Member
Made a motion for the original amount of $1,060,349.64
Passed

ARTICLE 5: To see what sum the Regional School Unit will be authorized to expend for Student and Staff Support.
School Board Recommends $3,084,947.02
Motion: P. DeFilipp Second: D. Stone
Passed

ARTICLE 6: To see what sum the Regional School Unit will be authorized to expend for System Administration.
School Board Recommends $1,016,314.62
Motion: P. DeFilipp Second: J. LeDuc
Passed

ARTICLE 7: To see what sum the Regional School Unit will be authorized to expend for School Administration.
School Board Recommends $1,842,589.01
Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 8: To see what sum the Regional School Unit will be authorized to expend for Transportation and Buses.
School Board Recommends $3,130,446.67

K. Chapman made a motion to AMEND "contingent on the State approving a $280,000 funding commitment."
Seconded: Community Member
Failed
Vote on Original Motion:
Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 9: To see what sum the Regional School Unit will be authorized to expend for Facilities Maintenance.
School Board Recommends $4,255,499.45

Motion: P. DeFilipp Second: A. Long
Passed

ARTICLE 10: To see what sum the Regional School Unit will be authorized to expend for Debt Service and Other Commitments.
School Board Recommends $7,467,136.57

Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 11: To see what sum the Regional School Unit will be authorized to expend for All Other Expenditures.
School Board Recommends $0.00

Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLES 12 AND 13
RAISE FUNDS FOR THE PROPOSED SCHOOL BUDGET

ARTICLE 12: To see what sum the Regional School Unit will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the Regional School Unit will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.
Recommended amounts set forth below:

Total Appropriated (by municipality):			**Total Raised (and Regional School Unit assessments by municipality):**		
Town of Buckfield	$	3,865,219.97	Town of Buckfield	$	1,160,423.84
Town of Hanover	$	601,687.76	Town of Hanover	$	368,336.25
Town of Hartford	$	2,445,569.59	Town of Hartford	$	1,045,265.84
Town of Mexico	$	6,388,426.69	Town of Mexico	$	826,051.66
Town of Roxbury	$	402,049.42	Town of Roxbury	$	402,049.42
Town of Rumford	$	12,288,848.57	Town of Rumford	$	3,865,790.09
Town of Sumner	$	1,735,744.41	Town of Sumner	$	638,073.16

Total Appropriated (sum of above)	**$ 27,727,546.41**	**Total Raised (sum of above)**	**$ 8,305,990.26**

Explanation: The Regional School Unit's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the Regional School Unit must raise and assess in order to receive the full amount of state dollars.

Motion: P. DeFilipp Second: A. Long
Pass

ARTICLE 13: **(Written ballot required.)** To see what sum the Regional School Unit will raise and appropriate in additional local funds (**Recommend $7,532,467.01**), which exceeds the State's Essential Programs and Services allocation model by (**Recommend $7,532,467.01**) as required to fund the budget recommended by the School Board.

The School Board Recommends $7,532,467.01, which exceeds the State's Essential Programs and Services allocation model by $7,532,467.01. The School Board gives the following reasons for exceeding the State's Essential Programs and Services funding model: This amount is needed to cover costs of RSU schools that the state's funding model does not recognize including the following: 1) costs of maintaining student-teacher ratios, 2) costs of special education programming, 3) costs of extra-curricular and co-curricular programs, and 4) transportation costs.

Explanation: The additional local funds are those locally raised funds over and above the Regional School Unit's local contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Regional School Unit budget for educational programs.

Motion: A. Long Second: P. DeFilipp
Passed (69/17)

ARTICLE 14 SUMMARIZES THE PROPOSED SCHOOL BUDGET

ARTICLE 14: To see what sum the Regional School Unit will authorize the School Board to expend for the fiscal year beginning July 1, 2026 and ending June 30, 2027 from the Regional School Unit's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, local funds for non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

School Board Recommends $45,045,746.32

Motion: P. DeFilipp Second: C. Culleton

Passed

ARTICLE 15 AUTHORIZES THE ADULT EDUCATION PROGRAM AND RAISES THE LOCAL SHARE

ARTICLE 15: To see if the Regional School Unit will appropriate **$41,001.15** for adult education and raise **$20,079.39** as the local share, with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

Motion: P. DeFilipp Second: C. Culleton

Passed

ARTICLE 16 AUTHORIZES EXPENDITURES OF GRANTS AND OTHER RECEIPTS

ARTICLE 16: In addition to amounts approved in the preceding articles, shall the School Board be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school and other program purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated?

Motion: P. DeFilipp Second: C. Culleton

Passed

ARTICLE 17 AUTHORIZES TRANSFERS AMONG COST CENTERS

ARTICLE 17: Shall the School Board be authorized to transfer amounts exceeding 5% of the total appropriation for any cost center to another cost center or among other cost centers for the 2026-2027 fiscal year, provided that transfers shall not be permitted to increase the authorized total school budget?

Motion: P. DeFilipp Second: C. Culleton

Passed

ARTICLE 18 AUTHORIZES THE CAREER AND TECHNICAL EDUCATION BUDGET

ARTICLE 18: Shall Vocational Region 11 (Oxford Hills Technical School) approve a budget for vocational education in the amount of **$5,234,129.00** for the year beginning July 1, 2026 through June 30, 2027 with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of its vocational education program?

Motion: P. DeFilipp Second: D. Stone

Passed

ARTICLE 19 AUTHORIZES THE OXFORD HILLS TECHNICAL SCHOOL ADULT EDUCATION BUDGET AND RAISES THE LOCAL SHARE

ARTICLE 19: Shall Vocational Region 11 (Oxford Hills Technical School) approve a budget for adult education in the amount of **$355,678.00** for the year beginning July 1, 2026 through June 30, 2027 with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of its adult education program, and shall Regional School Unit 10 raise **$1,495.30** as its share of the adult education budget for Vocational Region 11 (Oxford Hills Technical School)?

Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 20 AUTHORIZES THE ADULT EDUCATION BUDGET FOR REGION 9 SCHOOL OF APPLIED TECHNOLOGY AND RAISES THE LOCAL SHARE

ARTICLE 20: Shall Region 9 School of Applied Technology approve a budget for adult education in the amount of **$417,221.00** for the year beginning July 1, 2026 through June 30, 2027 with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of its adult education program, and shall Regional School Unit No. 10 raise **$175,622.00** as its share of the adult education budget for Region 9 School of Applied Technology?

Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 21 AUTHORIZES BONDS TO PURCHASE TWO NEW SCHOOL BUSES

ARTICLE 21: Shall the School Board be authorized to issue bonds or notes in the name of the RSU for the purpose of purchasing two new school buses in an amount not to exceed **$280,000** for a term not to exceed approximately three years and appropriate the same for said purpose?

Motion: P. DeFilipp Second: C. Culleton
Passed

ARTICLE 22 AUTHORIZES EXPENDITURES FROM THE CAPITAL RESERVE FUND

ARTICLE 22: Shall the School Board be authorized to expend from the existing Capital Reserve Fund as needed in the discretion of the School Board?

Motion: K. Chapman Second: E. Hinkley
Made a motion to amend language to add "following a public forum", after the language "Shall the School Board be authorized to expend"…
Failed
Motion: P. DeFilipp Second: C. Culleton
Made a motion for the original language in the article.
Passed

Motion; Community Member Second Community Member
Adjournment: 8:08p.m.

Finance Board Committee
Minutes
June 17, 2026
4:00-5:00
BJSHS Library

Members: Dan Hodge-Chair, Peter DeFilipp, Kristen Chapman, Doug Stone

Attendees: Kristen Chapman, Peter DeFilipp, Dan Hodge, Deb Alden, Leah Kaulback, TRoy Eastman, Tom Danylik

1) Information on Supplemental Budget Funds - Leah **- they are additional funds for FY'27 $151,060 - Local decision on how to use the funds because they are not part of Subsidy.**

2) MVHS Gym Floor - project budgeted for FY'26 - Finance Committee put on hold due to Overages in the Facilities/Maintenance cost center **This was in the the 25-26 Budget and didn't get done due to Facilities Cost center going over budget. The committee agreed to bring this to the Board on June 24th.**

3) BJSHS DugOut - project budgeted for FY'26 - Finance Committee put on hold due to Overages in the Facilities/Maintenance cost center - **This was another project approved for 25-26 and not spent. This will go to the Board on June 24th.**

4) Teacher's Contract MOU for salary corrections in FY'27 - Matt/Deb **- Deb explained about the additional $34,277.66 needed for the 26-27 budget to make up for mistakes in the off scale salaries.**

5) Overtime update - Leah - **We are negative $385,000 in the Facilities/Maintenance Cost Center. We have $29,000 remaining for the Transportation Cost Center.**

Next Meeting: August 19th @ 4:00 @ **CO Conference** (Unless necessary in the meantime)

RSU #10 Policy Committee Minutes

JUNE 17th, 2026

5:00pm

BJSHS LIBRARY

Members of the Personnel Committee:

Chair - Allison Long • Kristen Chapman • Bonnie Child • Doug Stone

Attendees: Allison Long, Kristen Chapman, Bonnie Child (Virtual), Matt Gilbert, Deb Alden, Leah Kaulback

1. Physical Restraint and Seclusion policies
    a. JKAA: Use of Physical Restraint and Seclusion
        i. Current RSU #10 JKAA - Use of Physical Restraint and Seclusion
        ii. DRAFT JKAA Use of Physical Restraint and Seclusion **- Went through each page of the draft that was updated with the most recent laws. Going to Board for First Read on June 24th.**

    b. JKAA-R Procedures on Physical Restraint and Seclusion
        i. Current RSU #10 JKAA -R Use of Physical Restraint and Seclusion
        ii. DRAFT JKAA-R Use of Physical Restraint and Seclusion Admin. Pr… **Went through each page of the draft that was updated with the most recent laws. Going to the Board on June 24th.**

2. DN: School Properties Disposition
    a. Current RSU #10 DN School Properties Disposition.doc
    b. DRAFT DN School Properties Disposition **- Worked through making the process more specific. This will be continued at the next Policy Committee. It is not done.**

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3. EBBD: Temperature Standards for Schools–new policy. Highlights reflect changes between the MSBA sample and examples from other districts in Maine.
    a. DRAFT EBBD Temperature Standards for Schools.docx

4. DKC: Expense Authorization and Reimbursement–new policy. Highlights reflect changes between the MSBA sample and examples from other districts in Maine.
    a. DRAFT DKC Expense Authorization and Reimbursement
    b. DRAFT DKC-R Expense Reimbursement Procedure: Travel

5. I Policies, continued
    a. Current RSU #10
    IHBAG Programming in the Least Restrictive Environment.docx **(No MSBA sample)**

6. Substance use policies, continued
    a. ADC Tobacco Use and Possession
        i. Current RSU #10 ADC Tobacco Use and Possession.doc
        ii. DRAFT ADC Tobacco Use and Possession

b. ADC-R Tobacco Use and Possession Administrative Procedure
   i. Current RSU #10 ADC-R Tobacco Use & Possession Procedure.doc
   ii. DRAFT ADC-R Tobacco Use and Possession Administrative Proce...

c. IGDA Substance Use Policy for Co/Extra Curricular Participants
   i. Current
      IGDA RSU_10 Substance Abuse Policy for Co Extra Curricular 8.1...
   ii. IGDA-E1 Student Participation - Parental Approval Form.docx

Note: This Committee is reviewing any policy that is eight (8) or more years since last review/revision. Other policies are reviewed as they are brought to the Committee's attention and/or as laws change.

Next Meeting: July , 2026?? Committee decided not to meet until August 19th

Personnel Committee MInutes
6/17/26
6:00-7:00
BJSHS - Library

Members of the Personnel Committee:
Chair - Bonnie Child, Ed Bulger, Kristen Chapman, Erin Hinkley, Dan Hodge

Attendees: Bonnie Child (virtual), Kristen Chapman, Dan Hodge, Troy Eastman, Matt Gilbert, Deb Alden

1. Discussion of AP position vs. AP/AD - (AP position is open at HSES/BJSHS)
   HS - Asst. AP/AD   Asst. Principal   Athletic Director
   Matt explained that with Cortney Waitt leaving the Assistant Principal position covering both schools leaves an opening. This gives the Board another opportunity to consider AP/AD instead of full-time AP and two AD stipends. This would be about a $33,000 savings. This will go before the Board on June 24th.

2. New Job Description: Certification Secretary - Stipend **Personnel committee agreed to this draft for next Board Agenda.**

3. Job Description Review - Teacher Contract (Cont.)
   a. ELL Teacher -new - **Bring to Board for Approval.**

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   b. Academic Dean
   c. High School Guidance Counselor
   d. Elementary/Middle Guidance Counselor
   e. School Social Worker

4. Other - For historical sake: The Personnel Committee has reviewed/revised all the Job Descriptions in the Nutrition, B,G,T and (almost all) Teacher's Contract. Ed Tech, Administration, CO/District-wide and Secretaries contract Job Descriptions remain to be updated.

Next Meeting: September 16th @ 5:00pm @ CO
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BOARD OF DIRECTORS MEETING DRAFT MINUTES
MVCS CAFETERIA

MONDAY, JUNE 15, 2026 at **3:00- 5:00PM**
RETIREMENT OPEN HOUSE/RECEPTION FOR SUPERINTENDENT ALDEN

MONDAY, JUNE 15 , 2026 SCHOOL BOARD at **MVCS** at **6:30PM**

Link for Live Viewing at: https://meet.google.com/yok-odcy-hpq

School Board Members Present:	Allison Long, Peter DeFilipp, Darcy Klein, Dan Hodge, Erin Hinkley, Jennifer LeDuc, Doug Stone, Jonathan Ferreira, Kristen Chapman, Veronica "Bonnie" Knox(virtual)
School Board Members Absent:	Chad Culleton, Ed Bulger, Vacant- Hanover Rep.
Staff & Community Present:	Deb Alden, Brian Carrier, Margaret Therriault, Matthew Gilbert, Carrie Luce, Laura Johnston, Leah Kaulback, Tom Danylik, Troy Eastman, Jeff Pelletier, Jaime Ela, Alexis Dascoulias, Crystal Duguay, Carol Daigle, Chris Brennick, Students, Staff, Community Members

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. Welcome- Dr. Carrie Luce, Principal MVCS

II. ADJUSTMENTS TO THE AGENDA

If yes:
Motion: P. DeFilipp Second: D. Klein
Unanimous

III. CONSIDERATION OF THE MINUTES

Approve the minutes of the May 27th Annual Budget Meeting and the June 1st Meeting of the Western Foothills Regional School Unit No. 10 School Board Meeting Minutes as Written.

5/27/26
Motion: K. Chapman Second: P. DeFilipp
Unanimous

6/1/26
Motion: P. DeFilipp Second: D. Klein Abstained: K. Chapman, E. Hinkley
Passed

PUBLIC COMMENTS/QUESTIONS

(This is the time for the public to comment in-person at School Board Meetings)
Ridge Duguay, Jack Glover, Walker Flagg, Crystal Duguay, Carol Daigle

V. COMMUNICATION/CORRESPONDENCE

Student Board Representatives Reports - MVHS- Vacant
Student Board Representatives Reports - BJSHS- Vacant

Upcoming Meetings:
June 16th Last Day of 2025-2026 SY!
June 17th Policy Committee Meeting at BJSHS-LIBRARY at 5:00
June 17th Personnel Committee Meeting at BJSHS-LIBRARY at 6:00
June 19th Juneteenth Central Office **CLOSED**
June 24th Special School Board Meeting at MVHS at **6:00**

VI. COMMITTEE REPORTS

1. Personnel Committee- 6/17
2. Policy Committee- 6/17
3. Finance Committee- Have not met since the previous meeting.
4. Building & Grounds Committee- Have not met since the previous meeting.
5. Negotiations Committee update- Ed Tech Bargaining Agreement on this evening's agenda
6. Region 9- 8/2026
7. Region 11- 8/2026
8. Curriculum Committee- 9/16
9. Superintendent's Report-

- A lot of interviewing and hiring is taking place and just reminding Board members of the need, by Policy, to help us out by participating when you are able.
- I will report out on the two class nights and graduations.
- There still are no applicants for the SRO position through the Oxford Co. Sheriff's office. They believe it is due to the fact it is considered a part-time position with no benefits. I'm encouraging Matt to connect back with them after elections.
- Remember we need quorum at our Committee meetings on Wednesday (Policy and Personnel) these meetings are at BJSHS 5:00 and 6:00pm.
- Finally, I would like to thank the School Board for the opportunity I have had to lead RSU 10 for nearly 10 years. I truly did fall in love with this District….the people, the schools, even the challenges and problem solving! I hope, if nothing else, people realize I did give my all and have always cared about doing better for ALL children in RSU 10. Finally, I believe the District will be in great hands with Matt. This was the best choice.

VII. SUPERINTENDENT'S CORRESPONDENCE

Administrative/Department Reports:
None

Resignations/Retirements:
The Superintendent has accepted the resignation of Cortney Waitt, Assistant Principal at BJSHS and HSES, effective 6/30/26.

The Superintendent has accepted the resignation of Diana Nutting, Grade 4 Teacher at HSES, effective at the end of the 2025-2026 SY.
The Superintendent has accepted a notice of **retirement** from Teresa Demillo, Nutrition Service Worker at MVHS, effective at the end of the 2025-2026 SY.

Transfers:
The Superintendent has approved the transfer of Brett Buckley from Special Education, Ed Tech I, to Special Education, Ed Tech III at BJSHS, effective 2026-2027 SY.
The Superintendent has approved the transfer of Alison Woodcock, from Special Education, Ed Tech II, Special Education, Ed Tech III at MVCS.
The Superintendent has approved the transfer of Deborah Lamarre from Special Education, Ed Tech III(ELS), to PreK Ed Tech III at MVCS, beginning the 2026-2027 SY.

Appointments:
None

New Hires (don't need Board approval):
The Superintendent has hired Teresa Ryan, as a Special Education, Ed Tech I at HSES, beginning the 2026-2027 SY.
Crystal Duguay, of WFRP(Western Foothills Regional Program) has hired Michael Arbor, as a Special Education, Ed Tech III at WFRP, beginning the 2026-2027 SY.

Employee Probationary Period Completions:
None

Policy Regulations and Job Descriptions (don't need Board approval):
None

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

1. Act to Approve closing the Meroby Elementary School Bank Account Ending in 7162 and Rumford Elementary School Sunshine Account Ending in 7373 with Franklin Savings Bank, and Removing James Hodgkin from the Rumford Elementary School Account Ending in 8602, and Adding Carolyn Luce.
   Motion: P. DeFilipp Second: D. Stone
   Unanimous
2. Act to Approve Removing Debra Buotte from the Mountain Valley High School Account Ending in 0440 with Franklin Savings Bank, and Adding Kasey Flagg.
   Motion: P. DeFilipp Second: J. Ferrreira
   Unanimous
3. Act to Approve Removing Deborah Alden from Bangor Savings Bank Accounts ending in 2001, 6702, 9135, and 1992 and Northeast Bank Accounts Ending in 5566 and 3174 and Adding Matthew Gilbert.
   Motion: P. DeFilipp Second: D. Stone
   Unanimous
4. Act to Approve Changing the Bank Account at Franklin Savings Bank ending in 8602 from Rumford Elementary School (RES) to Mountain Valley Community School (MVCS).
   Motion: P. DeFilipp Second: J. Ferreira
   Unanimous
5. Vote that the Computation and Declaration of Votes dated June 9, 2026 and attached hereto be Approved.
   Further vote that the Computation and Declaration of Votes be entered upon the records of Regional School Unit No. 10.
   Further vote that a certification copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks of the member municipalities with Regional School Unit No. 10 District Budget.
   Motion: P. DeFilipp Second: J. Ferreira
   Unanimous
6. Motion to approved Assessment Warrants and Installment Schedules:

   Motion:
   I move that the Warrant for Assessment of Tax and Assessment Schedule and Notice of Installments for each member municipality prepared by the Treasurer for fiscal 2026-2027 be approved and be issued in form presented to this meeting; and that the Treasurer be authorized and directed to deliver to each member municipality its Warrant for Assessment of Tax and its Assessment Schedule and Notice of Installments.
   Motion: P. DeFilipp Second: J. Ferreira
   Unanimous

7. Act on a Request from MVHS Principal, Tom Danylik to Use Supplemental Budget Funds to Refinish the Gymnasium Floor.
   Motion: A. Long Second: D. Stone
   K. Chapman made a motion to move 7. and 8. to a Special Finance Committee Meeting in two(2) days(June 17) at 4:00, at BJSHS, to discuss the best use of supplemental budget funds.
   Second: D. Klein
   Passed Opposed: D. Stone, P. DeFilipp Abstained: D. Hodge
8. Act on a Request from BJSHS Principal, Troy Eastman to Use Supplemental Budget Fund to Build Dug-Outs.
   Motion: Second:
9. Act to Ratify the Collective Bargaining Agreement Between RSU 10 Board of Directors and Educational Technicians.
   Motion: P. DeFilipp Second: A. Long
   Unanimous
10. Act on Disposal of a 20 Plus Year Old (no longer in service) Reach-In Freezer(Nutrition).
    Motion: D. Stone Second: P. DeFilipp
    Unanimous
11. Act to Allow the Superintendent, Matthew Gilbert, to Hire Certified Teachers Between now and August 10, 2026.
    Motion: P. DeFilipp Second: D. Klein
    Weighted Vote taken: Yes=496 Opposed=286
    Passed

12. Buckfield, Hartford and Sumner Withdrawal Agreements.
    Option A:
    Move that the Board of School Directors of RSU 10 authorize the Superintendent of Schools, on behalf of RSU 10, to sign proposed Buckfield, Hartford and Sumner Withdrawal Agreements in the form presented to this meeting, with such minor non-substantive changes or corrections in form as may be approved by RSU 10's counsel, and upon execution of such agreements by the Buckfield, Hartford and Sumner Withdrawal Committees, respectively, to submit the executed withdrawal agreements to the Commissioner of the Maine Department of Education.

    Option B:
    Move that the Board of School Directors call a special meeting of the board for 6:00p.m. on June 24, 2026 for the purpose of considering the proposed Buckfield, Hartford and Sumner Withdrawal Agreements.

    Motion: A. Long Second: P. DeFilipp
    Unanimous

13. Act on a Four(4) Year Lease with Apple for Grades Six(6)- Eight(8) Devices in the amount of $55,331.94 Per Year.
Motion: P. DeFilipp Second: D. Stone
Unanimous

X. BOARD MEMBER COMMENTS

Al. Long, J. Ferreira

XI. EXECUTIVE SESSION

1. Act to Enter into Executive Session for the Purpose of Hiring a Middle School Assistant Principal for the MVCS, Pursuant to 1 MRS § 405(6)(A).
Motion: D. Stone Second: P. DeFilipp at 7:56p.m.
Unanimous

EXIT EXECUTIVE SESSION

Motion: A. Long Second: D. Klein at 8:13p.m.
Unanimous

RESULTS FROM EXECUTIVE SESSION:

Act on the Hiring of Alexis Dascoulias, as a Middle School Assistant Principal for the MVCS, with an Annual Salary of $102,000, Pursuant to 1 MRS § 405(6)(A).
Motion: P. DeFilipp Second: D. Klein
Unanimous

EXECUTIVE SESSION

2. Act to Enter into Executive Session for the Purpose of Hiring a Director of Curriculum, Instruction, and Assessment for the District, Pursuant to 1 MRS § 405(6)(A).
Motion: D. Stone Second: P. DeFilipp at 8:14p.m.
Unanimous

EXIT EXECUTIVE SESSION

Motion: D. Stone Second: P. DeFilipp at 8:25p.m.
Unanimous

RESULTS FROM EXECUTIVE SESSION:

Act on the Hiring of Jaime Ela, as a Director of Curriculum, Instruction, and Assessment for the District, with an Annual Salary of $106,000, Pursuant to 1 MRS § 405(6)(A).
Motion: P. DeFilipp Second: D. Klein
Unanimous

XII. ADJOURNMENT

Motion: D. Hodge Second: P. DeFilipp at 8:28p.m.

PROCEDURES ON PHYSICAL RESTRAINT AND SECLUSION

These procedures are established for the purpose of meeting the obligations of RSU #10 under state law/regulations and Board Policy JKAA governing the use of physical restraint and seclusion. These procedures shall be interpreted in a manner consistent with state law and regulations.

1. Physical Restraint

To the extent possible, physical restraint will be implemented by staff certified in a training program approved by the Maine Department of Education. If untrained staff have intervened and initiated a physical restraint in an emergency, trained staff must be summoned to the scene to assume control of the situation if the emergency continues.

This procedure does not preclude law enforcement personnel or other first responders from implementing physical restraints consistent with their professional responsibilities.

A. Permitted Uses of Physical Restraint

1. Physical restraint may be used only when the behavior of a student presents an imminent risk of serious physical injury to the student or others, and only after other less intrusive interventions have failed or been deemed inappropriate. The physical restraint must end immediately upon the cessation of the imminent risk of serious physical injury to the student or another person, and should involve the least amount of force necessary to protect the student or other person.
2. "Serious physical injury" is any impairment of the physical condition of a person, whether self-inflicted or inflicted on someone else, that requires a medical practitioner, including, but not limited to, a school nurse, to evaluate or treat the person. ~~a physical injury that a reasonable person would consider to be serious for the victim if it were to occur.~~
3. Prescribed medications, harnesses, seat belts and other assistive or protective devices may be used as permitted by law and described in Policy JKAA.
4. Parents/legal guardians may be requested to provide assistance with their child at any time.

B. Prohibited Forms and Uses of Physical Restraint

1. Physical restraint used for punitive purposes; as a therapeutic or educational intervention; for staff convenience; or to control challenging behavior.

2. Physical restraint used solely to prevent property destruction or disruption of the environment in the absence of a risk of serious physical injury.
3. Physical restraint that is life threatening, restricts breathing or restricts blood flow to the brain, including prone restraint.
4. Physical restraint that relies on pain for control, including but not limited to joint hyperextension, excessive force, unsupported take-downs (e.g., tackles), the use of any physical structure (e.g., wall, railing or post), punching and hitting.
5. Physical restraint that is contraindicated based on the child's disability, health care needs, or medical or psychiatric condition if documented in:
    - A health care directive or medical management plan;
    - A school-approved behavior plan;
    - An IEP or an Individual Family Service Plan (IFSP); or
    - A school-approved 504 or ADA plan.
6. Aversive procedures, and mechanical and chemical restraints.

    a. Aversive procedures are defined as the use of a substance or stimulus, intended to modify behavior, which the person administering it knows or should know is likely to cause physical and/or emotional trauma to a student, even when the substance or stimulus appears to be pleasant or neutral to others. Such substances and stimuli include but are not limited to infliction of bodily pain (e.g., hitting, pinching, slapping); water spray; noxious fumes; extreme physical exercise; costumes or signs.

    b. Mechanical restraints are defined as any restraint that uses a device to restrict a student's freedom of movement. Such restraints do not include adaptive devices or mechanical supports to achieve proper body position, balance or alignment to allow greater freedom of movement, or the use of vehicle safety restraints when used as intended during the transport of a student in a moving vehicle.

    c. Chemical restraints are defined as the use of drug or medication that is not prescribed as the standard treatment of a student's medical or psychiatric condition by a licensed physician or other qualified health professional acting under the scope of the professional's authority under state law that is used on a student to control behavior or restrict freedom of movement.

C. **Monitoring Students in Physical Restraint**

1. At least two adults must be present at all times when physical restraint is used except when, for safety reasons, waiting for a second adult to arrive is precluded by the particular circumstances.
2. The student must be continuously monitored until they no longer present a risk of injury or harm to the student or others.

3. If an injury occurs, applicable school policies and procedures should be followed.

D. **Termination of Physical Restraint**

1. The staff involved in the use of physical restraint must continually assess for signs that the student in physical restraint is no longer presenting an imminent risk of serious physical injury to themselves or others, and the physical restraint must be discontinued immediately after it is determined that the imminent risk of serious physical harm has ended.

   a. The time a student is in physical restraint must be monitored and recorded.

   b. If physical restraint continues for more than ten (10) minutes, an administrator/designee shall determine whether continued physical restraint is warranted, and shall continue to monitor the status of the physical restraint every ten (10) minutes until the restraint is terminated.

   c. If attempts to release the student from physical restraint have been unsuccessful and the student continues to present behaviors that create an imminent risk of serious physical injury to the student or to others, then staff may request additional assistance from other school staff, parents, medical providers, or other appropriate persons or organizations.

2. **Seclusion**

To the extent possible, seclusion will be implemented by staff certified in a training program approved by the Maine Department of Education. If untrained staff have intervened and initiated seclusion in an emergency, trained staff must be summoned to the scene as soon as possible.

A "timeout" where a student requests, or complies with an adult request, for a break is not considered seclusion under this procedure. Seclusion also does not include any situation where others are present in the room or clearly defined area with the student (including but not limited to classrooms, offices and other school locations).

A. **Permitted Uses and Location of Seclusion**

1. Seclusion may be used only as an emergency intervention when the behavior of a student presents an imminent risk of serious bodily injury to the student or others, and only after other less intrusive interventions have failed or been deemed inappropriate. The seclusion must end immediately upon the cessation of the imminent risk of serious physical injury to the student or another person. ~~"Serious physical injury" is a physical injury that a reasonable person would consider to be serious for the victim if it were to occur.~~

2. Serious physical injury is any impairment of the physical condition of a person, whether self-inflicted or inflicted on someone else, that requires a

medical practitioner, including but not limited to, a school nurse, to evaluate and/or treat the person.

3. Seclusion may be achieved in any part of a school building with adequate light, heat, ventilation and of normal room height.

   a. Seclusion may not take place in a locked room.

   b. If a specific room is designated as a seclusion room, it must be a minimum of sixty (60) square feet; have adequate light, heat and ventilation; be of normal room height; contain an unbreakable observation window in a wall or door; and must be free of hazardous material and objects which the student could use to self-inflict bodily injury.

4. Parents/legal guardians may be requested to provide assistance with their child at any time.

B. **Prohibited Uses of Seclusion**

1. Seclusion used for punitive purposes; as a therapeutic or educational intervention; for staff convenience; or to control challenging behavior.
2. Seclusion used solely to prevent property destruction or disruption of the environment in the absence of an imminent risk of serious physical injury.
3. Seclusion that is life threatening.
4. Seclusion that is contraindicated based on the child's disability, health care needs, or medical or psychiatric condition if documented in:
   - A health care directive or medical management plan;
   - A school-approved behavior plan;
   - An IEP or IFSP; or
   - A school-approved 504 or ADA plan.

C. **Monitoring Students in Seclusion**

1. At least one adult must be physically present at all times to continuously monitor a student in seclusion. The adult, while not present in the room or defined area, must be situated so that the student is visible at all times.
2. The student must be continuously monitored until they no longer present an imminent risk of serious physical injury to the student or to others.
3. If an injury occurs, applicable school policies and procedures should be followed.

D. **Termination of Seclusion**

1. The staff involved in the seclusion must continually assess for signs that the student is no longer presenting an imminent risk of serious physical injury to the student or others, and the seclusion must be discontinued as soon as the imminent risk ceases.

   a. The time a student is in seclusion must be monitored and recorded.

   b. If seclusion continues for more than ten (10) minutes, an administrator/designee shall determine whether continued seclusion is warranted, and shall continue to monitor the status of the seclusion every ten (10) minutes until the seclusion is terminated.

   c. If attempts to release a student from seclusion have been unsuccessful and the student continues to present behaviors that create an imminent risk of serious physical injury to the student or to others, then staff may request additional assistance from other school staff, parents, medical providers, or other appropriate persons or organizations.

3. **Notification and Reports of Physical Restraint and Seclusion Incidents**

For the purposes of this procedure, an "incident" consists of all actions between the time a student begins to create an imminent risk of serious physical injury and the time the student ceases to pose that imminent risk and returns to their regular programming.

A. **Notice Requirements**

After each incident of physical restraint or seclusion:

1. A staff member involved in the incident shall make an oral notification to the administrator/designee as soon as possible, but no later than the end of the school day.

2. For students in out-of-district placements, the entity must make this report to the sending school within 24 hours or by the end of the next business day.

3. An administrator/designee shall notify the parent/legal guardian about the physical restraint or seclusion (and any related first aid provided) as soon as practical, but within the school day in which the incident occurred. The administrator/designee must utilize all available phone numbers or other available contact information to reach the parent/legal guardian. If the parent/legal guardian is unavailable, the administrator/designee must leave a message (if the parent/legal guardian has a phone and message capability) to contact the school as soon as possible. The parent/legal guardian must be informed that written documentation will be provided within seven (7) calendar days.

4. If the physical restraint or seclusion incident occurred outside the school day, the notifications must be made as soon as possible and in accordance with the school unit's usual emergency notification procedures.
5. If serious bodily injury or death of a student occurs during the implementation of physical restraint or seclusion, RSU #10's emergency notification procedures shall be followed and an administrator/designee shall notify the Maine Department of Education within twenty-four (24) hours or the next business day.

B. Incident Reports

Each use of physical restraint or seclusion must be documented in an incident report. The incident report must be completed by a trained staff member and provided to an administrator/designee as soon as practical, and in all cases within two (2) school days of the incident. The parent/legal guardian must be provided a copy of the incident report within seven (7) calendar days of the incident.

The incident report must include the following elements:

1) Student name;
2) Age, gender and grade;
3) Whether the student has an Individualized Education or 504 Plan
4) Location of the incident;
5) Date of the incident;
6) Date of report;
7) Person completing the report;
8) Beginning and ending time of each physical restraint and/or seclusion;
9) Incident start and end time
10) Total time of incident;
11) Total number of uses of seclusion within the incident period;
    1. Beginning and ending time of each use of seclusion within the incident period;
    2. A detailed description of each use of seclusion within the incident period;
12) Total number of uses of physical restraint within the incident period;
    1. Beginning and ending time of each use of physical restraint within the incident period;
    2. A detailed description of each use of physical restraint within the incident period;
13) Description of prior events and circumstances;

14) Less restrictive interventions tried prior to the use of physical restraint and/or seclusion and, if none were used, the reasons why;

15) The student behavior that justified the use of physical restraint or seclusion;

16) A detailed description of the physical restraint or seclusion used;

17) The staff person(s) involved, their role in the physical restraint or seclusion, and their certification, if any, in an approved training program; ~~whether each person is certified in an approved training program;~~

18) Description of the incident, including the resolution and process of return to program ~~returning the student to his/her program,~~ if appropriate;

19) Whether the student has an a. IEP; b. 504 plan; c. behavior plan; d. IHP; or e. other plan; ~~IEP, 504 Plan, behavior plan, IHP (individual health plan) or any other plan.~~

20) If a student ~~and/or staff~~ sustained bodily injury, the date and time of nurse or other response personnel notification, and the treatment administered, if any; ~~and any treatment administered;~~

21) If a staff member sustained bodily injury, the date and time of nurse or response personnel notification and the treatment administered, if any;

22) The date, time and method of parent/legal guardian notification; and

~~23) The date and time of administrator/designee notification.~~

24) Date and time of staff debriefing.

Copies of the incident reports shall be maintained in the student's file and in the school office.

4. **School Unit Response Following the Use of Physical Restraint or Seclusion**

A. Following each incident of physical restraint or seclusion, an administrator/designee shall take these steps within two (2) school days (unless serious bodily injury requiring emergency medical treatment occurred, in which case these steps must take place as soon as possible, but no later than the next school day):

1. Review the incident with all staff persons involved to discuss: (a) whether the use of physical restraint or seclusion complied with state and school board requirements and (b) how to prevent or reduce the need for physical restraint and/or seclusion in the future.
2. Meet with the student who was physically restrained or secluded to discuss: (a) what triggered the student's escalation and (b) what the student and staff can do to reduce the need for physical restraint and/or seclusion in the future.

B. Following the meetings, staff must develop and implement a written plan for response and de-escalation for the student. If a plan already exists, staff must

review it and make revisions, if appropriate. For the purposes of this procedure, "de-escalation" is the use of behavior management techniques intended to cause a situation involving problem behavior of a student to become more controlled, calm and less dangerous, thus reducing the risk of injury or harm.

5. **Procedure for Students After Every Third Incident ~~with Three Incidents in a School Year~~**

The school unit will make reasonable, documented efforts to encourage parent/legal guardian participation in the meetings required in this section, and to schedule meetings at times convenient for parents/legal guardians to attend.

A. **Special Education/504 Students**

1. After ~~the~~ every third incident of physical restraint and/or seclusion in one school year, the student's IEP or 504 Team shall meet within ten (10) school days of the third incident to discuss the incident and consider the need to conduct an FBA (functional behavioral assessment) and/or develop a BIP (behavior intervention plan), or amend an existing one.
2. Schools are not required to hold more than one meeting within any 30-school-day period to address restraints or seclusion, notwithstanding the "after every third incident" standard noted above.

B. **All Other Students**

1. After every third incident of physical restraint and/or seclusion in one school year, a team consisting of the parent/legal guardian, administrator/designee, a teacher for the student, a staff member involved in the incident (if not the administrator/designee or teacher already invited), and other appropriate staff shall meet within ten (10) school days to discuss the incidents.
2. Schools are not required to hold more than one meeting within any 30-school-day period to address restraints or seclusion, notwithstanding the "after every third incident" standard noted above.
3. The team shall consider the appropriateness of a referral to special education and, regardless of whether a referral to special education is made, the need to conduct an FBA (functional behavioral assessment) and/or develop a BIP (behavior intervention plan).

6. **Cumulative Reporting Requirements**

A. **Reports Within the School Unit**

Each building administrator must report the following data on a quarterly and annual basis:

a. Seclusion:

i. total number of incidents that include the use of seclusion;

ii. the aggregate number of uses of seclusion;

iii. the aggregate number of students placed in seclusion;

iv. the aggregate number of students with disabilities and an individualized education program under state and federal special education laws or a plan pursuant to Section 504 of the Federal Rehabilitation Act of 1973, ~~having IEPs or 504/ADA plans~~ who are placed in seclusion;

v. the aggregate number of serious physical injuries to students related to the use of seclusion;

vi. the aggregate number of serious physical injuries to staff related to the use of seclusion;

b. Physical restraint:

i. total number of incidents that include the use of physical restraints;

ii. the aggregate number of uses of physical restraint;

iii. the aggregate number of students placed in physical restraint;

iv. the aggregate number of students with disabilities and an individualized education program under state and federal special education laws or a plan pursuant to Section 504 of the Federal Rehabilitation Act of 1973, ~~having IEPs or 504/ADA plans~~ who are placed in physical restraint;

v. the aggregate number of serious physical injuries to students related to the use of physical restraints; and

vi. the aggregate number of serious physical injuries to staff related to the use of physical restraints.

B. **Superintendent Review of Reports**

a. The Superintendent or chief administrator shall review the cumulative reports received as set forth in this section and identify ~~any~~ those areas that ~~could~~ can be addressed to reduce the future use of physical restraint and seclusion. These cumulative reports may be requested by the Department of Education at any time.

C. **Reports to Maine Department of Education**

~~The Superintendent~~ Each covered entity shall submit to the department an annual report ~~to the Maine Department of Education on an annual basis that includes the information in Section 7.A.1 above.~~ on incidents of physical restraint and seclusion of students of that covered entity that includes:

a. Seclusion:
   i. total number of incidents that include the use of seclusion;
   ii. the aggregate number of uses of seclusion;
   iii. the aggregate number of students placed in seclusion;
   iv. the aggregate number of students with disabilities and an individualized education program under state and federal special education laws or a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, placed in seclusion;
   v. the aggregate number of serious physical injuries to students related to seclusion;
   vi. 6) the aggregate number of serious physical injuries to staff related to seclusion;

b. Physical Restraint:
   i. total number of incidents that include the use of physical restraints;
   ii. the aggregate number of uses of physical restraint;
   iii. the aggregate number of students placed in physical restraint;
   iv. the aggregate number of students with disabilities and an individualized education program under state and federal special education laws or a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, placed in physical restraints;
   v. the aggregate number of serious physical injuries to students related to physical restraint; and
   vi. the aggregate number of serious physical injuries to staff related to physical restraint.

Legal Reference: 20-A MRSA §§ 4014, 4502(5)(M); 4009
Chapter 33 (Maine Department of Education Rules)

Cross Reference: JKAA ~~-R – Procedures on~~ Use of Physical Restraint and Seclusion
JK – Student Discipline
KLG/KLG-R – Relations with Law Enforcement
KLGA/KLGA-R – Relations with School Resource Officers
EBCA – Comprehensive Health and Safety Emergency Management Plan

First reading: 2/28/22
Second reading and adoption: 3/14/22

VI 1

Peggy Therriault <petherriault@rsu10.org>

BJSHS supplemental budget request

1 message

Troy Eastman <teastman@rsu10.org> Fri, Jun 12, 2026 at 8:28 AM
To: Matthew Gilbert <mgilbert@rsu10.org>, Deb Alden <dalden@rsu10.org>, Peggy Therriault <petherriault@rsu10.org>

I am requesting funding from the supplemental budget to complete the dugout projects at the baseball and softball fields at BJSHS. This funding was budgeted in the 25/26 school year, however due to the fiscal challenges it was cut at the same time the gym floor was cut from MVHS. This funding is needed to repair and replace the roofs on four dugouts and the snack shack along with repairing several structural needs in the dugouts. We also need to address safety and accessibility concerns for spectators at the softball field. Each year that we defer these repairs, the safety concerns grow. If these needs go unaddressed, the safety of our students and spectators will be compromised. The estimated cost for materials is 10-12 thousand dollars and the work would be completed this summer.

Thank you for your consideration.
Troy Eastman

MOUNTAIN VALLEY HIGH SCHOOL

VI 2

799 HANCOCK STREET
RUMFORD, MAINE 04276-1547
207-364-4547 • FAX 207-364-3436

THOMAS DANYLIK
PRINCIPAL

CRAIG MILLEDGE
ASSISTANT PRINCIPAL

Dear RSU10 Board of Directors.

The administration at Mountain Valley High School would like to request the Board to consider using supplemental budget funds toward the refinishing of the MVHS gym floor.

For several years, the complete refinishing of our gymnasium floor has been identified as a significant facility need by building administration. Since 2019, this project has repeatedly been included in budget proposals but was ultimately removed in favor of other projects and/or lowering the tax burden. Although funding was finally included in our current school year budget, unforeseen overages in other departments have forced those funds to be redirected elsewhere. At this time, there is also no funding for the project in next year's proposed budget.

The condition of the floor has reached a point where the issue is not cosmetic but an issue of safety and long-term sustainability. The floor has not undergone a complete sanding and refinishing in over 20 years, despite industry recommendations calling for a full refinishing every 8-10 years and annual surface recoating. Years of heavy use, by our own students, athletic teams and community members, have left the surface severely worn and marred. In several locations, the finish has worn completely through to bare wood and in one spot the floorboards themselves are damaged(which needs to be fixed to be playable at all). Additionally, the current playing surface has become increasingly difficult to play on. Even with consistent sweeping and wet mopping, athletes struggle for traction on the floor, which is a serious safety concern. This does not only impact extracurricular activities, but also the daily instructional use of the gymnasium for physical education classes, fitness activities, and other school programming. The gymnasium serves as one of the most heavily utilized instructional spaces within our building and is used by students through the school day, not solely for athletic events. In addition to school use, the facility regularly serves the non-school community as well through youth programs, camps, rec leagues, craft fairs, voting, blood drives and other community events.

The full cost of the project would be $46,200.00 and would include:
-Full sanding of the floor using five progressive grit levels
-Repair of damaged floorboards
-Two coats of sealant under the paint
-Repainting of game lines, logos, etc.
-Two coats of oil-based finish on top

This process would fully restore our playing surface, protect the integrity of the wood itself, and ensure a safe and functional environment for our classes and sporting events. It would also protect the district from the potential of much larger capital expenses in the future, if more of the floorboards were to be damaged before being properly protected.

Thank you for your consideration of this request to be paid for by money received through the FY 27 Supplemental Budget.

Sincerely,

Tom Danylik

DRAFT

DRAFT

EDUCATIONAL POLICIES OF
REGIONAL SCHOOL UNIT NO.10

POLICY: JKAA
ADOPTED: 3/14/22

USE OF PHYSICAL RESTRAINT AND SECLUSION

The Regional School Unit 10 School Board has adopted this policy and the accompanying procedures to implement the standards for use of physical restraint and seclusion with students, as required by state law and regulations, and to support a safe school environment. Physical restraint and seclusion, as defined by this policy, may only be used as an emergency intervention when the behavior of a student presents an imminent risk of serious physical injury to the student or others, and less intrusive interventions have failed or been deemed inappropriate.

State law and MDOE Rule Chapter 33 do not restrict or limit the protections available to school officials under 20-A M.R.S.A. § 4009, but those protections do not relieve school officials from complying with this policy/procedure.

The Superintendent has overall responsibility for implementing this policy and the accompanying procedure, but may delegate specific responsibilities as they deems appropriate.

1. DEFINITIONS

The following definitions apply to this policy and the accompanying procedure:

A. **Physical restraint:** A personal restriction that immobilizes or reduces the ability of a student to move their arms, legs, or head freely.

B. **Physical restraint does not include any of the following:**
   a. Physical escort: A temporary, ~~voluntary~~ touching or holding of the hand, wrist, arm, shoulder or back to induce a student to walk to a safe location.
   b. Physical prompt: A teaching technique that involves voluntary physical contact with the student and that enables the student to learn or model the physical movement necessary for the development of the desired competency.
   c. Protective physical interventions: Brief physical contact with a student in response to potentially harmful student action that serves to deflect, block, or redirect the student's actions or disengage from a student's inappropriate grip, but from which the student could freely move away.
   d. The use of adaptive devices or mechanical supports to achieve proper body position, balance or alignment to allow greater freedom of movement than would be possible without the use of such devices or supports.
   e. The use of vehicle safety restraints when used as intended during the transport of a student in a moving vehicle.

C. **Seclusion:** The involuntary isolation or confinement of a student alone in a room or clearly defined area from which the student does not feel free to go or is physically denied exit.

i. **Seclusion does not include:** A timeout; or an intervention where a student requests, or complies with an adult request for, a break.

2. PROCEDURES FOR IMPLEMENTING PHYSICAL RESTRAINT AND SECLUSION

The requirements for implementing physical restraint and seclusion, as well as incident notices, documentation and reporting are included in the accompanying procedure, JKAA-R.

3. ANNUAL NOTICE OF POLICY/PROCEDURE

Regional School Unit 10 shall provide annual notice to parents/legal guardians of this policy/procedure by means determined by the Superintendent/designee.

4. TRAINING REQUIREMENTS

A. All school staff and contracted providers shall receive an annual overview of this policy/procedure.

B. Regional School Unit 10 will ensure that there are a sufficient number of administrators/designees, special education and other staff who maintain certification in a restraint and seclusion training program approved by the Maine Department of Education. A list of certified staff shall be updated annually and maintained in the Superintendent's Office, in each school office and in the school unit's Comprehensive Health and Safety and Emergency Management Plan.

5. PARENT/LEGAL GUARDIAN COMPLAINT PROCEDURE

A parent/legal guardian who has a complaint concerning the implementation of this policy/procedure must submit it in writing to the Superintendent as soon as possible. The Superintendent/designee shall investigate the complaint and provide written findings to the parent/legal guardian within twenty (20) business days of receiving the complaint, if practicable.

A parent/legal guardian who is dissatisfied with the result of the local complaint process may file a complaint with the Maine Department of Education. The Department of Education will review the results of the local complaint process and may initiate its own investigation at its sole discretion. The Department shall issue a written report with specific findings to the parent/legal guardian and the school unit within 60 calendar days of receiving the complaint.

Legal References: 20-A MRSA §§ 4014, 4502(5)(M); 4009
Chapter 33 (Maine Department of Education Rules)

Cross References: JKAA-R – Procedures on Physical Restraint and Seclusion
JK – Student Discipline
KLG/KLG-R – Relations with Law Enforcement
KLGA/KLGA-R – Relations with School Resource Officers
EBCA – Comprehensive Health and Safety Emergency Management Plan.

First reading: 2/28/22
Second reading and adoption: 3/14/22

4.

Draft

School or Department	RSU 10
Report to	Certification Chairperson
Stipend Name	Certification Secretary (Local Credentialing Committee Secretary)
Duties	1. Schedule committee meetings in coordination with the LCC Chairperson. 2. Prepare and distribute meeting notices, and supporting materials. 3. Maintain committee calendars and timelines. 4. Assist the Chairperson with organizational and administrative tasks related to committee operations. 5. Record accurate minutes of all Local Credentialing Committee meetings. 6. Maintain official committee records and archives. 7. Assist in compiling materials required for certification review and renewal processes. 8. Serve as a point of contact for committee correspondence. 9. Notify educators of committee meetings, deadlines, and required documentation. 10. Assist in responding to inquiries regarding committee procedures. 11. Maintain confidentiality of certification records, personnel information, and committee discussions. 12. The Secretary serves as the official recorder and custodian of committee records and does not possess independent authority to make certification determinations, approve professional learning plans, or act on behalf of the committee except as directed through committee action.
Work Hours	The vast majority of work is done outside of the school day.
Duration	School year
Qualifications	1. Strong organizational and record-keeping skills. 2. Effective written and verbal communication skills. 3. Ability to maintain confidentiality and attention to detail. 4. Familiarity with Maine educator certification requirements.

REGIONAL SCHOOL UNIT #10
JOB DESCRIPTION
Draft

Job Title: **English Language Learner Teacher**

Reports to:

1. Directly responsible to the building principal.
2. Receives leadership from the Curriculum Coordinator.

Qualifications:

1. MDOE 660 Teaching Certification Endorsement
2. Must have Maine CHRC fingerprinting and background check

Nature of Work:

To use appropriate grade-level instructional practices with English Language Learners to ensure proficiency in English. Collaborates with general education staff.

Skills/Requirements:

1. Knowledge of instructional methods appropriate for students at the respective grade level.
2. Desire and ability to work with students at the specified age level with diverse backgrounds and levels of ability towards accomplishing their educational goals.
3. Ability to organize tasks and manage time to meet many and varied deadlines; manage small and large groups of students in a classroom environment; communicate effectively with students, parents, school administrators and other staff, including the ability to discuss topics which may be sensitive.
4. Ability to communicate effectively in oral and written language.
5. Working familiarity with assistive technologies; internet, email systems, presentation, and spreadsheet software.
6. Knowledge and experience with educational software and its use in instruction to enhance student learning.

Performance Responsibilities:

1. Teaches district-approved curriculum aligned to Maine Learning Results and local learning expectations.
2. Implements the LAU PLAN at assigned schools.
3. Maintains records and meets federal state, and local mandates.
4. Works with district directors, ELL coordinator, school administrators and school staff in meeting appropriate instructional needs.
5. Administers English proficiency assessments.

6. Implements accommodations on the MEA and local designated common assessments
7. Differentiates the curriculum and instructional practices in meeting Maine Learning Results standards and local learning expectations
8. Works collaboratively with classroom teachers, special education, and Title I staff
9. Schedules student daily participation in the ELL Program
10. Serves as a resource to students and parents for educational-related purposes Creates a classroom environment that is conducive to learning

Physical Requirements/Environmental Conditions:

1. Ability and willingness to work beyond traditional school hours.
2. Ability to sit or stand for prolonged periods of time;
3. Requires occasional stooping, bending, reaching, squatting, climbing stairs, and kneeling;
4. May requires some travel;
5. Ability to handle emotional/physical stress; and
6. Ability to work in noisy and crowded environments.

Legal and Ethical Duties:

1. Maintains confidentiality about all aspects of student performance and written or oral records;
2. Demonstrates a respect for the legal and human rights of students;
3. Meets and follows all laws and regulations at both the State and Federal levels;
4. Follows health and safety procedures established by the School District;
5. Arrives and departs punctually, notifying appropriate personnel about absences and coverage;
6. Demonstrates loyalty, dependability, integrity, and other ethical standards;
7. Follows the chain of command for various administrative procedures for student or program concerns; and
8. Observes all School Board Policies.

Terms of Employment: Compensation, length of work year and working conditions to be established by the Collective Bargaining Agreement.

Evaluation: Performance will be evaluated in accordance with School Board policy.