

**SOUTHERN MAINE REGIONAL SERVICE CENTER  
BOARD OF DIRECTORS MEETING  
MINUTES**

Monday, September 23, 2019

10:00 AM

Location: Peoples' Choice Credit Union, 23 Industrial Park Road, Saco (Third floor)

Representatives Present: Steve Marquis (RSU 21), Dawn Pooler (RSU 21), Jeremy Ray (Dayton & Biddeford), Andrew Dolloff (Yarmouth), Carl Landry (SAD 55), John Suttie (RSU 23), Larry Malone (RSU 57), Matt Nelson (Sanford), Steve Connolly (SAD 35), Dominic DePatsy (Saco)

1. CALL TO ORDER

2. ROLL CALL – all present except M. Perry (RSU 21)

3. CONSENT ITEMS - none

4. NEW BUSINESS

A. Election of Officers

- i. Election of Chair – Andrew Dolloff was nominated (J. Ray/S. Connolly) and elected 9-0-1.
- ii. Election of Treasurer – Steve Marquis was nominated (S. Connolly/J. Ray) and elected 10-0.
- iii. Election of Secretary – OPEN  
After discussion of the RSC's future, it was decided to have A. Dolloff serve as secretary until such time as an Executive Director is named.

B. Administration

. Confirmation of Executive Director – OPEN

This position will remain open until the Board decides how to move forward. There was discussion that the RSC may grow, both in number and in programming, and a more dedicated position may be created, rather than having a superintendent in the region serve in this role. A. Dolloff was tasked with developing a proposal for the October 21 meeting that will better define our vision and the contract for such a position.

Ideas included providing a base salary for a ten-hour per week position, with incentives for producing savings or revenue.

The position will be removed from the agreement for Administrative Services with RSU 21.

C. Funding

i. FY 19 Budget Close-out

Steve Marquis and Dawn Pooler were present from RSU 21 to provide the overview. The RSC has a balance of \$97,824.24 as of 6/30/19.

1. Income/Expense report

Expected income for FY20 is \$10,850. Expected expenditures total \$36,044.63, unless we make a decision to change the structure of the executive director's position. This would leave a balance of \$72,629.61.

E. Discussion with Legislators/DOE about Funding – J.Ray impressed upon the members the importance of ensuring local legislators are aware of the benefits of remaining in the RSC, and keeping

the RSC law and benefits in place as they are currently being administered. For our member districts, the benefit totals \$883,386.89 in FY20.

F. Ideas for Innovation or new services

i. Spirit Series – S. Connolly proposed that the RSC consider engaging in a contract with this drama-based program at a cost of \$12,500, with additional costs of \$25 per pupil for each district and a possible charge of \$20,000 for an instructional position. The members felt this would be better done through collaborative efforts outside of the RSC.

5. OLD BUSINESS

A. Review of Contract for Administrative Services between SMRSC and RSU 21

It was agreed to remove section 4.c from the contract (language pertaining to the executive director), as it is not felt that the director need to be the superintendent of the fiscal agent, as was originally written into the contract. A. Dolloff signed on behalf of the RSC.

6. PUBLIC COMMENT - none

7. ADJOURNMENT - 11:47 a.m.

**NEXT MEETING:** October 21 at 10:00 a.m. at Peoples' Choice in Saco.

**FOLLOW-UP:**

**The Greater Sebago Education Alliance Regional Service Center (GSEA)**

GSEA has hired Mick Roy as an executive director through a contracted service agreement. He is paid \$3200 per month for a 0.4 FTE position (2 days per week).

They have received a FEDES grant from DOE for three years to create a leadership academy, in which 9 of their member districts are participating, with 80 attendees. They are working with Learning Sciences International to provide the leadership training, which does not lead to a certificate, but provides training and c.e.u.s to the participants (they meet 15 times over a three-year period, with LSI providing the curriculum and two coaches). The grant would cover the 80 participants, but the GSEA charges each participant a fee of \$75 paid by the district and \$15 paid by the participant to generate revenue for the Center.

Their two main areas of focus have been the food co-op and professional development. They have subcommittees set up to address PD programming and are putting together opportunities for multi-district PD for specific cohorts.

To join the GSEA, you must petition the group and pay a \$1000 fee. It costs \$100/year to join the food co-op they have set up.

**MDOE information**

Deb LaJoie is the new contact person at DOE for Regional Service Centers. There appears to be some confusion as to whether or not we are required to appoint an executive director. The amended law (<https://legislature.maine.gov/legis/bills/getPDF.asp?paper=HP0969&item=3&snum=129>) would indicate we can either appoint an Ex. Dir. or contract for leadership services. Deb wasn't as clear on that and said it is being discussed at DOE – I encouraged flexibility on that point.

As far as appointing an Ex. Dir. for this year, Deb told me we will receive forms that must be filled out by mid-November, so a decision at our October meeting would be good – and our funding for next year will

definitely be impacted by employing a Director as early as possible, to maximize payments in FY20 (DOE will use our Nov submittal to calculate funding for next year).

Dawn Pooler also spoke with Deb and made an edit to our Agreement with RSU 21, changing the title to Contract for Leadership Services, which I signed and have attached for your review.

Respectfully submitted,

Andrew Dolloff, Ph.D.  
Chair, SMRSC Board of Directors  
9/26/2019