

**REGION 8 COOPERATIVE BOARD MEETING  
June 23, 2021**

The regularly scheduled meeting of the Region 8 Cooperative Board was held on June 23, 2021

**Those in attendance were:**

CSD	Tori Manzi, Bob Duke, Diego Guterrez*, Marcus Mrowka	(69.62/ea.)
Islesboro		(11.94)
RSU 13	Bill Pearce, Loren Andrews, Joseph Steinberger	(77.82/ea.)
SAD 40	Danny Jackson, Seth Hall, Randy Kassa	(77.89/ea.)
SAD 7	Jerry White	( 7.49)
SAD 8	Yvonne Thomas	(24.58)
St. George	Alane Kennedy	(54.68)

Bobby Deetjen, Director; Sherry Moody, Business Mgr.; Scott Browning, Asst Director; Kristy Hastings, Student Services Coord.; Heidi Nolan, Adult Ed Director; JC Bakley, teacher

\*Attended via Zoom

**Absent –** John Gorham, Matthew Speno, Gerald Weinand

Bob Duke, Chair, opened the regular meeting at 7:04 P.M. **Total weighted votes: 832.35**

**PUBLIC COMMENT –** None

**ADJUSTMENTS –** Address electrical issues and possible request for Equipment Reserve Funds

**APPROVAL OF MINUTES**

MOTION by Jackson, seconded by Hall, to approve the minutes of the regular May 26<sup>th</sup> board meeting

Motion approved  
**Total weighted votes: 754.53**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Abst</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**BOARD APPROVAL OF REVISED COOPERATIVE AGREEMENT**

Bill advised the board received a revised Cooperative Agreement last month. Once the board approves the agreement, it is sent out to the regions for their approval and then comes back to the Region 8 board for final approval.

MOTION by Jackson, seconded by White, to approve the revised Cooperative Agreement

Motion approved  
**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>

<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**BOARD APPROVAL OF REFERENDUM VOTING RESULTS**

MOTION by Jackson, seconded by Hall, to approve the budget referendum results

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**BOARD APPROVAL OF 2021-22 MEETING SCHEDULE**

MOTION by Jackson, seconded by White, to approve the 2021-2022 board meeting schedule

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**ADULT ED REPORT TO THE BOARD**

Heidi Nolan reported that Adult Ed had a good year. The building remained open and some classes met in person while others met through zoom or in a hybrid model. Sixty-six classes ran and one hundred twenty-nine certificates of completion were issued for workforce training. Forty-three welding certificates and twenty-one machining certificates were issued along with twenty-seven CNA certifications earned. Other certifications include CRMA, PSS and small business courses. Summer classes have been scheduled and we are excited to offer in-person learning. Her goal is to increase workplace training courses. One possibility is fiber optic technician training. Composites, aquaculture and cosmetology are also being explored.

**FOOD SERVICES REPORT TO THE BOARD**

Sherry reported that the School Lunch program was breaking even as of June 16<sup>th</sup>. However, the final payroll occurred on June 18<sup>th</sup> which changes the numbers for revenues and expenses. Currently, the program is approximately \$2,800 over in expenses but the June claim payment has not yet been submitted for payment. Depending upon the amount of the claim, the program may break even or come in a few dollars short. Sherry reported the current funding model (summer food program) reimburses the school at a higher rate per student. We do not anticipate this rate continuing into next school year but we may receive reimbursement for all students next year depending upon the state’s decisions.

**VOTE TO AUTHORIZE REVENUE ANTICIPATION NOTE**

MOTION by Jackson, seconded by Pearce, to approve the Resolution to Authorize Issuance of a \$750,000 Revenue Anticipation Note,” be approved in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**STUDENT CERTIFICATIONS AND CONCURRENT ENROLLMENT DATA**

Kristy reported that 462 students were enrolled at MCST in the region (298 on campus) including students in off-site programs. Concurrent enrollment is when students are currently enrolled in a high school course and college course at the same time. Courses offered included Communication, Machining, English, and Math. Fifty-three students received college credits resulting in 154 credits earned, some in multiple courses. Kristy’s goal is to increase enrollment in MAT 114 and ENG 108 (entry level college courses). Kristy works with Mercedes Pour in the Maine Community College System and assists students in making smart choices in their college credit course selections. Kristy reported our students earned a number of industry certifications including CNA certificates, ServSafe Food Handler, ASE (Automotive Service Excellence), and EETC (Equipment & Engine Training Council). Overall, 119 individual students earned certifications this school year.

**OUT OF STATE FIELD TRIP REQUEST**

Bobby reported that Brandon Soards and his Design Tech students normally go to Boston for the national portfolio review. The trip is paid from MELMAC funds and the students spend two days in Boston and the trip usually happens in September.

MOTION by Jackson, seconded by White, to approve the Design Technology trip to Boston

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**VOTE TO AUTHORIZE DIRECTOR FOR SUMMER HIRING**

MOTION by White, seconded by Manzi, to approve the Director for hiring over the summer

Bobby explained we are currently searching for a CTE Exploratory, Pre-Engineering, School-to-Career and Horticulture instructors.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**EXECUTIVE SESSION**

MOTION by Jackson, seconded by White, pursuant to Section 405(6)(a) of Title 1 of the Maine Revised Statutes, move that the Board enter into executive session to discuss the Director’s evaluation and compensation

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

Enter: 7:39 PM

Exit: 8:21 PM

**ACTION ON EXECUTIVE SESSION**

MOTION by Manzi, seconded by Richards, to approve an increase in the Director’s salary to \$115,000 for 2021-22

Motion approved

**Total weighted votes: 754.46**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): No</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

MOTION by Jackson, seconded by White, to extend the Director’s contract another three years to the maximum of five years

Bob reported that he is very impressed with the Director’s evaluation results and looks forward to the next five years.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>

<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**COMMITTEE REPORTS**

**FINANCE**

**Warrants and Budget**

Marcus reported the committee met and reviewed the warrants for June and the May 31<sup>st</sup> financial report.

MOTION by Jackson, seconded by Hall, to accept and approve the warrants for June and budget report for May.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

Bobby reported \$50,000 had been budgeted for electrical costs that we knew would be addressed in the current budget. As of now, we have spent \$30,000 of the \$50,000. ES Boulos has uncovered many concerns that will need addressing. Bobby is hoping the board will approve \$50,000 to \$75,000 to cover the costs of more electrical work.

MOTION by Hall, seconded by Jackson, to approve moving funds from the Equipment Reserve to cover the electrical work

Bill asked if the board has any recourse about the incomplete work. Bobby consulted with our attorney who advised that unless there was a fire, there would be difficulty winning a case. The cost of legal fees would outweigh anything we might get back.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**POLICY COMMITTEE**

MOTION by Pearce, seconded by Jackson, to approve second reading of Policy CBI – Evaluation of Director (Revised)

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>

<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

MOTION by Pearce, seconded by Jackson, to approve first reading of Policy BED-1 – Cooperative Agreement for the Mid-Coast School of Technology/Region 8 (Delete), Policy BED-2 – School Board Governance and Operations (Delete), Policy BBAA – Board Member Authority and Responsibilities (Delete), Policy BBB – Cooperative Board Memberships/Elections /Appointments (Delete), Policy BEDA – By-Laws (Revised), Policy BEDBA – Meeting Procedures(Delete), Policy BEDC – Quorum and Weighted Votes (Delete), and Policy DA – Cost Sharing (Delete)

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

#### **CURRICULUM COMMITTEE**

Seth reported the committee met and discussed the culinary program’s standards and the structure of the program. Bobby advised the Culinary Arts program uses the National Restaurant Association Foundation standards and competencies. The large number of standards makes the program more complicated and the instructors have requested switching to the ACF (American Culinary Federation) standards instead. There has been discussion about splitting the two programs into Culinary Arts and Baking and Pastry (two separate programs for two years each). Bobby supports splitting the programs which would allow the instructors to hone and expand their curriculum. No other school in Maine has a Baking and Pastry program. Bobby would work with the Department of Education to move towards creating a new CIP code for Baking and Pastry.

MOTION by Pearce, seconded by Kassa, to move to the ACF standards

Danny asked if the standards would be in effect the coming year and Bobby advised they would be.

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

MOTION by Hall, seconded by Jackson, to pursue a two year Baking and Pastry and a two year Culinary Arts program

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**MISSION/VISION AD HOC COMMITTEE**

Yvonne reported the committee met and covered several topics. The first item discussed is an informal survey/canvassing opportunity through a google form. She discussed potential survey questions to get some feedback from the community this summer. Also, the committee discussed the timeline of finishing work by the end of the year. They feel the need to extend the timeline beyond that deadline. Yvonne took a course on zoom through the Cultural Competence Institute and learned a lot about diversity and equity inclusion. She suggested the board plan to spend some time on this topic.

**PERSONNEL COMMITTEE**

Tori reported there is one job description for School-to-Career Coordinator/Teacher position the board needs to approve.

MOTION by Manzi, seconded by Jackson, to pass the job description as presented

Motion approved

**Total weighted votes: 832.35**

<b>Andrews(77.82): Yes</b>	<b>Duke(69.62): Yes</b>	<b>Gorham(11.94): Absent</b>
<b>Gutierrez(69.62): Yes</b>	<b>Hall(77.89): Yes</b>	<b>Jackson(77.89): Yes</b>
<b>Kassa(77.89): Yes</b>	<b>Kennedy(54.68): Yes</b>	<b>Manzi(69.61): Yes</b>
<b>Mrowka(69.62): Yes</b>	<b>Pearce(77.82): Yes</b>	<b>Speno(77.89): Absent</b>
<b>Steinberger(77.82): Yes</b>	<b>Thomas(24.58): Yes</b>	<b>Weinand(77.82): Absent</b>
<b>White(7.49): Yes</b>		

**CHAIR UPDATE**

No report.

**DIRECTOR UPDATE**

Bobby reported we had great end of year student celebrations. We created two videos that went out to our Seniors. All teachers were able to participate, as well. Two underclassmen celebrations also happened. Our staff celebration occurred on June 18 and went incredibly well. We will get the results tomorrow night on our national Skills USA competition. Also, students competed in the Joe Bornstein “Arrive Alive” competition. We had three students place in the competition and Emily Miller was one of the first place winners in the event. Bobby selected Chloe Harvey, an Auto Collision student, to assist in advertising CTE in a feature video that ran statewide. Two of our alumni students will also be featured in videos over the summer.

**ADJOURNMENT**

Bob declared the meeting adjourned at 9:01 PM.

Next Board Meeting: August 25, 2021

---

Robert Deetjen, Board Secretary