

## **Education Committee - Town of Arrowsic**

Arrowsic Town Hall, November 18, 2014

[Draft by Anita Lichman]

*Participants:* Wendy Briggs, David Howe, Camille Kauffunger, Anita Lichman

### *Agenda:*

1. Swearing in of Committee members.
2. Approve last meeting minutes.
3. Update: West Bath School Withdrawal from RSU1
4. Follow up on student list verification.
5. Future Committee meetings.
6. Future RSU1 School Board meetings.
7. Action priorities.

#### *1. Swearing in of Committee members.*

Linda attended the meeting to swear in Committee members Camille, David, and Wendy. Linda shared that the Committee members were sworn in with the expectation that Committee members were duty bound to maintain confidentiality to protect resident information.

#### *2. Approve last meeting minutes.*

David circulated the minutes from last meeting and noted the end time of the meeting was 7:30pm. Anita agreed to make the correction.

#### *3. Update: West Bath School Withdrawal from RSU1*

Camille noted that the official name of the consulting report referenced in the prior Committee meeting was called the Harriman Report. It was also noted that West Bath has agreed to “grandfather in” current Arrowsic students attending West Bath Elementary school. Upcoming steps in the withdrawal process that were discussed involve having a contract reviewed by the Commissioner and for the town to vote in January 2015.

#### *4. Follow up on student list verification.*

*David updated the Committee from a conversation with Bill Savedoff about the RSU1 student list. The Committee also discussed the purpose of the student list as being to save the town money and to identify and connect to residents to best support them.*

Q: Is there a current process to validate and approve the list?

A: There is currently not a formal process to validate & approve the student list. The Board of Selectman have received the list for the past two cycles and circulated to people such as the Select Board, Town Clerk, and Tax Collector.

Q: Are there natural and recurring data points with other Town processes that could overlap with this information and help the group confirm the list?

A: Several potential data points were mentioned such as tax payer documents, voter registration, and car registration to check the student list against. However, it was noted by the group that none of those lists would include all students in Arrowsic or be a sure way to verify the student list.

Q: Are there confidentiality limits of sharing the list? Is there a reason addresses are not on the list?

A: Bill mentioned that the reason addresses were not on the list was to protect confidentiality. The Committee was still unsure about the confidentiality limits of the student list. **David agreed to follow up with Bill to gain more clarity about confidentiality limits of the student list.**

Q: What steps would be recommended for the Education Committee to take to have accurate and detailed information to be able to verify the student list next year?

A: Bill shared that an informal approach was recommended. Camille mentioned going from an informal to a formal process seemed like an appropriate goal in order to save time and money to the town. Wendy shared that there have been errors in the past when verifying the student list that have cost the town funds. Wendy also wondered about the Committee's duty to ensuring all families are supported and receive educational resources.

#### *5.Future Committee meetings.*

It was noted that the Committee needs to alert the public to Committee meetings 3-7 days in advance of a scheduled meeting by posting a sign on the town hall door, and/or announcing the schedule on the town website, google calendar, Arrowsic Email group, and listing the meeting on the town calendar at town hall. The Committee agreed that Tuesday evening 6pm-7pm seemed to be a meeting time that could work for the Committee members. **David agreed to get the upcoming Committee (listed on the calendar at town hall) dates to Bill.**

#### *6.Future RSU1 School Board meetings.*

**Camille agreed to attend the upcoming RSU1 School Board meeting on Monday, November 24<sup>th</sup> in Woolwich.** David noted that the next RSU1 School Board meeting would be scheduled for January date TBD in Phippsburg. **David also mentioned he will check to see if any major changes took place on the RSU1 School Board now that the election has been completed.**

#### *7.Action priorities.*

A) Move from informal to formal process to verify the student list by April 2015.

B) Find out relevant information to support town residents to make school choice decisions by December 2014/January 2015. Camille agreed to call Veda and ask about basic information available to support resident in making choices. Camille also agreed to ask Veda how towns verify the student lists and for contacts to other towns who receive student lists from RSU1 to help Arrowsic build its process.

Next Steps:

1. David will contact Bill Savedoff about the student list and report back to the Committee prior to the next Committee meeting – including any work that needs to be completed.
2. Camille will follow up about swearing in Committee members at next Committee meeting.
3. David will ask Bill Savedoff about how many months in advance the group needs to post meeting dates to the public.
4. David to follow up with Bill to gain more clarity on confidentiality limits of the student list.
5. David to get the upcoming Committee (listed on the calendar at town hall) dates to Bill.
6. Camille to attend the upcoming RSU1 School Board meeting on Monday, November 24<sup>th</sup> in Woolwich.
7. David to see if any major changes took place on the RSU1 School Board now that the election has been completed.

The meeting was adjourned by 7pm.