



School Administrative Units (SAUs) award diplomas. The Maine Department of Education's role is to ensure that SAUs base the awarding of a diploma on student proficiency for students graduating after January 1, 2018. The following Proficiency-Based Diploma Extension application is intended to provide the Department and the school administrative unit with evidence of a good fit between the district's current progress and their extension request.

#### **Directions for submitting an extension application**

1. Complete the document and provide evidence to support the responses. Our intent is to keep the process streamlined and reasonable and have therefore set word limits of 1000 words for each section in the application and request that districts submit a total of no more than 25 pages of evidence.
2. Convert the extension application document and all pages of evidence to a PDF format and fax your complete application to Diana Doiron at the following fax number: 1-877-227-9838.

**Note:** Extension applications that are incomplete or lack sufficient evidence will receive feedback requesting additional information. Our plan is to process all submissions within a month of the submittal window. This plan is dependent on the number of submissions received per submittal deadline.

**Proficiency-Based Diploma Extension Option 5**

At the time of the extension application the SAU will:

Provide evidence of active participation in proficiency-based system of supports to address identified critical areas of need, build capacity and the infrastructures to award diplomas based on proficiency in the standards of all eight content areas and the standards of the Guiding Principles.

Provide a multi-year implementation plan indicating quarterly benchmarks for 2014-2015 and the annual benchmarks for each year for which the extension is requested that outline the steps the SAU will take to ensure that students graduating after July 1, 2020 will be awarded a diploma based on proficiency in the standards of the eight content areas and the standards of the Guiding Principles.

Include a budget for the use of all existing targeted proficiency-based diploma transition funds during 2014-2015 and any 2013-2014 funds that were carried over to support the implementation of proficiency-based diplomas

LIMIT RESPONSES TO QUESTIONS TO 1000 WORDS PER QUESTION AND LIMIT TOTAL ATTACHED EVIDENCE TO 25 PAGES

**Submittal Window**

**1 Indicate the submitting date.**

August 18, 2014, 5 pm     September 17, 2014, 5 pm     **October 18, 2014, 5 pm**

**Superintendents Region**

**2 Indicate the superintendent region in which your SAU is a member.**

Aroostook	<b>RSU 50</b>
Cumberland	
Hancock	
Kennebec Valley	
Midcoast	
Penquis	
Washington	
Western Maine	
York	

- 3 School Administrative Unit:** Regional School Unit 50  
**4 High School(s):** (1) Katahdin High School (2) Southern Aroostook High School

RSU 50 is requesting the Proficiency–Based Diploma Extension Option 5 for both the Katahdin High School and Southern Aroostook High School within one application. This request is constructed on the regionalization of the two former school districts (SAD 25 / CSD 9) in 2011. Since the inception of the RSU both schools have operated separate schools; however, each has been aligning policy and operational constructs to represent one organization with two separate campuses. In October of 2013, the RSU 50 Board of Directors established a Futures Task Force Committee to explore plausible options for future configurations of educating the students of RSU 50. A final report has been prepared, with the support of Great Schools Partnership, and can be viewed on the RSU 50 website. The report is the bases for discussion of future consolidation of schools to one location. Support of this extension request on behalf of both high schools would assist in a seamless transition to the merger of educational policy, programs, and opportunities for our students need, as RSU 50 searches for the balance between local funding and student opportunity.

- 5 Name and title of person completing the extension request:**  
Jon Porter – Principal (Katahdin High School / Southern Aroostook High School)
- 6 Superintendent’s name, address, phone number and email:**  
Larry Malone, RSU 50 Superintendent  
922 Dyer Brook Road  
Dyer Brook, Maine 04747

#### **Evidence of Preparedness**

- 7 Provide evidence of active participation in a proficiency-based system of supports to address identified critical areas of need, build capacity and build infrastructures to award diplomas based on proficiency in the standards of all eight content areas and the standards of the Guiding Principles. Include evidence showing the impact of participation on your district’s preparedness. Limit your description to 1000 words (approximately 2 pages single spaced or four pages double spaced) and attach evidence to support your description referencing the name of the document(s) and specific page(s).**

#### **Criteria:**

- Clear description of the proficiency-based education work completed to date**
- Clear connection between evidence and the work done**
- Clear description of the impact the proficiency-based work is having on students, staff and community**
- Clear alignment to extension option**

RSU 50 joined the Maine Cohort for Customized Learning (MCCL) in the 2013-14 school year. Our participation in this organization provided us with professional development opportunities for implementing the proficiency-based education initiative. We have access to the MCCL curriculum and have begun its implementation. Membership to MCCL has provided us with supports our district would not have been able to coordinate and financially support alone. We plan to maintain membership with the MCCL; however, we do plan to acquire membership in the newly formed Northern Maine Educational Collaborative (NMEC).

Our membership to NMEC was approved In October 2014. We are pursuing this resource in addition to MCCL, as we see great potential to work regionally with area schools. Although NMEC is in it's infancy, the commitment and progress is impressive. Additionally, we will access professional development and explore student reporting through this organization.

RSU 50 Leadership Teams are using these resources to plan for and execute the professional development workshops and early release days at the local school level. The main focus of the local professional development is selecting essential learnings, by conducting a cross walk of the Maine Learning Results, Common Core, and the MCCL, for each content area at each grade level.

The Futures Task Force has developed a proposed Vision Statement, Mission Statement, and Belief Statement that will be presented to the RSU Board of Directors. This process will align the district for future consolidation and the implementation of Proficiency-Based Education.

It must be noted that RSU 50 does not currently employ, or contract, with any individual/s dedicated to overseeing this work, due to financial constraints. Our memberships provide the RSU with valuable resources to assist in the implementation of PBE.

Evidence: NMEC Charter and Plan

Samples of curriculum work (essential learnings)  
Leadership Team Minutes  
Early Release Day Agendas/Workshop Day Agendas  
Mission/Vision Statement

### **Multi-year Implementation Plan**

- 8 Provide a description of the multi-year plan to meet the goal of awarding diplomas based on proficiency in the standards of the eight content areas and the standards of the Guiding Principles after July 1, 2020. The description should include benchmarks and metrics for the 2014-2015 school year and benchmarks for each year for which the extension is requested. Limit your description to 1000 words (approximately 2 pages single spaced or four pages double spaced) and attach evidence to support your description referencing the name of the document(s) and specific page(s).**

**Criteria:**

**Multi-year plan is aligned with the SAU shared vision focus areas**

**Benchmarks for progress in 2014-2015 include activities/actions that will support the achievement of the benchmarks and metrics to measure them.**

**Evidence included clearly supports the benchmarks**

Strategic Plan for RSU 50-Proficiency Based Learning

Three areas of focus for the RSU 50 plan include policy work, practice, and community engagement.

Policy Work:

1. Engage school board in developing conceptual understanding about Prof. Based Learning
2. Review Existing Policies
3. Draft new and revised policies
4. Collect feedback on draft policies from faculty, staff, parents, & students
5. Refine policies based on Feedback
6. Adopt new and revised policies

Practice:

1. Engage staff in prof. development on Prof. based Learning
2. Adopt and align with Guiding Principles Standards
3. Adopt & Align with content-area standards
4. Develop body-of evidence assessment process for demonstration of Guiding Principles standards
5. Develop a process of verifying achievement in content-area standards
6. Develop System of reporting on the achievement of student learning

Community Engagement:

1. Create communication plan for proficiency based learning
2. Engage students, parents, and the public about prof. based learning

**Evidence:**

Policies

Prof. Based Report Card

Communication Plan

Prof. Development Calendar

Aligned Curriculum and Assessment System for RSU 50

## **System of Supports for Student Learning**

- 9 Describe the system of supports you have in place for secondary school students when proficiency is not demonstrated. Limit your description to 1000 words (approximately 2 pages single spaced or 4 pages double spaced) and attach evidence to support the description referencing the name of the document(s) and specific page(s).**

### **Criteria:**

**Clear description of the practices/protocols for improving student performance and ensuring feedback is timely, specific to each student and delivered when and where it has the most benefit**

**Clear description of practices for regular monitoring of student progress**

**Clear description of equity of opportunity for support in any content area and Guiding Principle**

Focused Learning Groups: The High School has set aside a period each day for all students to focus on receiving extra support in targeted areas. Teachers utilize an interactive system whereby students are requested on a weekly basis for extra teaching/support. Support will vary from reaching proficiency in a standard to exceeding proficiency in the standard.

Standards Recovery Classes. Standards Recovery classes are built into the master schedule to allow students an opportunity to work with teachers in a smaller group setting to recover standards they may have had difficulty meeting.

After school support: The new RSU 50 teacher contract builds an additional sixty minutes of time at the end of the student day for teachers to engage in professional development such as PLC Meetings, IEP Meetings, Faculty Meetings. This time is also a resource for students to access teachers for needed support in meeting standards. In addition, we will be running an after-school program that will be paid with local funds to assisting the students in achieving standards. The program also offers enrichment activities that enhance wellness, culture and the arts.

### **Evidence:**

High School Schedule

After School Program Schedules

## **Proficiency-Based Diploma Transition Funds**

**10. Identify the approximate percentage of the 2013-2014 proficiency-based transition funds and how these were applied to proficiency-based education expenditures in the following areas:**

**Policy:**

**Practice:**

**Community Engagement:**

**One-year Carry Over:**

RSU 50 has not spent any of their transition funds to date.

**Provide a description of the intended impact for your transition funds. Attach a budget for the 2014-2015 transition funds and any 2013-2014 transition funds that were carried over after June 30, 2014. For each expense, identify the amount and date by which it will be expended. Limit your description to 1000 words (approximately 2 pages single spaced or 4 pages double spaced). Attach a budget document and limit the budget document to 2 pages.**

**Criteria:**

**Clear description of intended impact for your use of transition funds**

**Budget aligns to intended impact**

The intended impact of the transition funds will be used for professional development opportunities for teachers to develop a clearer understanding of the rationale behind proficiency based grading. Also to provide the assessments and reporting tools that give students and their parents a clearer picture of their academic achievement.

The money will be used for time for teachers to work and curriculum and assessments. This may include summer work or release time during the school year. Training and resources for the transition from traditional grading practices to a proficiency based grading and reporting system.

We will also be using a portion of the transition funds for RSU 50's continued membership in the MCCL. Membership in the MCCL will enable our teachers to access professional development opportunities in the area of proficiency based learning.

**School Board Vote and Approval of the Extension Request**

**12. Provide the agenda and minutes from your SAU school board meeting reflecting a formal board vote and approval of the extension request. Reference the page numbers that specifically address the board vote and approval of the extension request option.**

See Appendix A

**Option 5 Authorization Page**

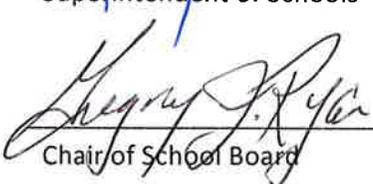
Annually the SAU will host a site review from the Maine DOE. During the annual site visit, which must precede June 1, your SAU will provide evidence of progress and will submit an extension renewal request to the Maine DOE by July 1.

This request will include: classroom visits evidence of progress toward quarterly benchmarks for the year goals and quarterly benchmarks for continued progress over the next school year toward the awarding of diplomas based on proficiency of the standards of the eight content areas and the standards of the Guiding Principles a budget for use of additional proficiency-based diploma transition funds.

We certify that the information contained in the extension application accurately reflects the current status of our implementation of proficiency-based diplomas.

We certify that the criteria for awarding a diploma beginning after July 1, 2020 will be the following criteria from Maine Revised Statutes 20-A §4722-A:

- A. Demonstrate that the student engaged in educational experiences relating to English language arts, mathematics and science and technology in each year of the student's secondary schooling;
- B. Demonstrate proficiency in meeting state standards in all content areas of the system of learning results established under section 6209;
- C. Demonstrate proficiency in each of the Guiding Principles set forth in department rules governing implementation of the system of learning results established pursuant to section 6209; and
- D. Meet any other requirements specified by the governing body of the school administrative unit attended by the student.

 _____ Superintendent of Schools	11/12/14 _____ Date
 _____ Chair of School Board	11/14/14 _____ Date

**MAINE REGIONAL SCHOOL UNIT #50  
REGULAR BOARD MEETING  
TUESDAY, OCTOBER 14, 2014  
MINUTES (amended)  
KATAHDIN ELEMENTARY SCHOOL  
6:30 P.M.**

The Board met at 6:00 p.m. to greet and introduce the following new staff members at KES and KMHS for 2014-2015:

Elizabeth Lewis: Kindergarten	Nicholas Jackson: High School English
Harry Doughty: High School Math	Ricky Larrabee: High School Social Studies
Jeffrey Gordon: High School Science	Jonathan Poisson: High School Phys. Ed. and Health

Board members present: Barbara Burton, Robin Crandall, Leslie Gardner, Larry Greenlaw, Rick Hall, Phil Knowles, Peter Main, Jane Marie McNally, Greg Ryan, Connie Theriault and Steve Walker.

Absent: Everett Boutilier, Myron Baldwin and Mary Moore.

Staff present: April Bates, Chris Cunningham, Rowena Harvey, Jon Porter, Lynn Rush and Elaine Small.

Others: Becky Boone, Terry Hill, Andrew Lewis, Alicia McNally, Melissa and Frank Porter.

1. Call the Meeting to Order and Flag Salute:  
The Chair declared a quorum and called the meeting to order at 6:30 p.m.; the flag salute followed.
2. Approval of the Minutes:  
It was moved by Phil Knowles and seconded by Peter Main to approve the Minutes of the Regular Board Meeting of Sept. 8, 2014 and the District Budget Meeting (3<sup>rd</sup>) of September 16, 2014.

VOTE: 10 YES 0 NO 1 ABSTENTIONS
3. Time Period to Hear from Citizens: None
4. Adjustment(s) to the Agenda: None
5. Reports
  - a. Board Chair: The Chair asked that Board members consider the Mission, Vision and Core Values of the Task Force/Focus Group study. Also, he directed Board members to consider reducing the options from this study to a more manageable working number of options.
  - b. Board Vice-Chair: Phil asked about a direct mailing and/or making available a flier to town offices for the Nov. 4th election day to better inform all RSU 50 residents of the current work on the options presented by this study.
  - c. Committee Reports –
    - Building & Grounds – the first day of field work was done in the RSU by the Ames Group on Oct. 10 with more dates to follow.
    - Education – Meeting set for Wed. Nov. 5 – note date change
    - Finance – Leslie reported

Negotiations – The Superintendent reported on the Schedule B negotiations with expectations to ratify in November.

Policy – Connie reported.

Region II – The Superintendent spoke briefly of the current Bridges program and the expectations of this program going forward.

- d. Principals:
- e. Special Services Director: Written report was circulated
- f. Business Manager:
- g. Nutrition Program:
- h. Superintendent: Gave information from the recent Aroostook Superintendents' meeting regarding the groups' exploration of on-line offerings to expand opportunities and reach out to homeschooled children of the area. Gave a brief overview of the first phase of the feasibility study conducted on Oct. 10 by the Ames group and also invited members of the Building and Grounds Committee to attend future sessions.

6. Announcement of Appointments:

Support Staff and Co-Curricular Appointments:

Linda Duff	Ed. Tech. II for Rosetta Stone classroom at SACS
Jeff Gordon	Freshman Class Advisor at KMHS
Jonathan Poisson	Sophomore Class Advisor at KMHS

7. First Reading of Policies:

The following policies were considered for a First Reading:

EEAF:	Special Use of School Buses
EEAG:	Student Transportation in Private Vehicles/Use of Private Vehicles on School Business
EF:	Food Services Management

It was moved by Phil Knowles and seconded by Steve Walker to approve the above policies for a First Reading.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

8. The following policies were considered for a Second Reading/Adoption:

EBCB:	Emergency Evacuation and Safety Drills
EBCC:	Bomb Threats
ECAC:	Vandalism
ECB:	Pest Management in School Facilities and on School Grounds
ECB-E1:	Integrated Pest Management Notification
ECB-E2:	Notice of Planned Pesticide Application

It was moved by Peter Main and seconded by Steve Walker to approve the above policies for a Second Reading/Adoption

VOTE: 11 YES 0 NO 0 ABSTENTIONS

9. Other Business – Old/New

a. Nomination and Election of staff

Harry Doughty for High School Math at Katahdin

It was moved by Peter Main and seconded by Phil Knowles to approve the Superintendent's nomination of Harry Doughty to teach high school math at Katahdin High School and offer a 1<sup>st</sup> year probationary contract for 2014-15.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

b. Name a delegate to the MSMA Fall Conference

Peter Main was named as the Delegate for RSU #50 to the Fall Conference.

c. Vote to adopt the Education Technician Evaluation document as presented.

It was moved by Peter Main and seconded by Leslie Gardner to approve the Educational Technician Evaluation document as presented.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

d. Rescind and revisit bid for diesel fuel to be delivered to Southern Aroostook School for FY15.

i. A motion was made by Phil Knowles and seconded by Peter Main to rescind the bid accepted at the September 8, 2014 meeting for diesel fuel to be delivered to Southern Aroostook School for 2014-2015 and to reconsider bids for that delivery. (The bid was granted to Bates Fuel, however, they did not wish to be considered).

VOTE: 11 YES 0 NO 0 ABSTENTIONS

ii. A motion was made by Larry Greenlaw and seconded by Peter Main to accept the low bid from Daigle Oil Company for diesel fuel to be delivered to Southern Aroostook School for 2014-2015.

Bid: on road fuel, automatic delivery, based on Bangor rack, plus fixed freight and margin @ .2303.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

e. Action on bus financing for FY15.

A motion was made by Peter Main and seconded by Phil Knowles to award the bus financing for lease/purchase of the approved 2015 Freightliner school bus to Katahdin Trust Company per their letter of commitment and authorizing the Superintendent to sign the loan documents.

Fixed rate: 2.29%

VOTE: 9 YES 0 NO 2 ABSTENTIONS

f. Proposal to dispose of Bus #29 from the RSU 50 fleet.

A motion was made by Leslie Gardner and seconded by Peter Main to authorize the Superintendent of Schools to dispose of Bus #29 per policy: DN.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

g. Revisit the site bus inspection license at Katahdin due to recent information from the bus inspector from the Maine State Police.

A motion was made by Peter Main and seconded by Phil Knowles to revisit and rescind the decision made at the September 8, 2014 meeting regarding the bus garage at Katahdin.

VOTE: 10 YES 0 NO 1 ABSTENTIONS

In light of the new information forthcoming from the bus inspector for the Maine State Police, a motion was made by Peter Main and seconded by Barbara Burton to maintain a bus garage for the purpose of inspections at the Katahdin Elementary School site.

VOTE: 10 YES 0 NO 1 ABSTENTIONS

h. Adopt the job description for a School Nurse.

A motion was made by Peter Main and seconded by Barbara Burton to adopt the job description for a School Nurse.

VOTE: 10 YES 0 NO 0 ABSTENTIONS  
(Larry Greenlaw was out of the room)

i. Consideration of an extension through July 1, 2020 for the implementation of Proficiency-Based Diplomas to be awarded.

A motion was made by Peter Main and seconded by Barbara Burton to approve Regional School Unit 50's (both Katahdin High School and Southern Aroostook High School) request to the Maine Department of Education that an extension be granted under Option 5 (see handout) through July 1, 2020 for the requirement that students demonstrate proficiency in the standards of the eight content areas and the standards of the Guiding Principles in order to receive a diploma. [Ref. Maine Revised Statutes 20-A Section 4722-A]

VOTE: 10 YES 0 NO 0 ABSTENTIONS  
(Larry Greenlaw was out of the room)

j. Verification of the Budget Validation Referendum Voting:

VOTES TO BE ADOPTED BY THE SCHOOL BOARD

VOTED: That the Computation and Declaration of Votes dated and attached hereto be and it is hereby approved.

FURTHER VOTED: That the Computation and Declaration of Votes be entered upon the records of Regional School Unit No. 50 (the "Regional School Unit").

FURTHER VOTED: That a certified copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks within the Regional School Unit.

It was moved by Peter Main, seconded by Barbara Burton and voted unanimously to adopt the votes as stated.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

The Computation and Declaration of Votes was circulated and signed, along with town assessments, by those Board members present.

10. Upcoming Meetings and Events

- Education Committee Wed. Nov. 5 5:30 p.m. at SACS  
note date change
- Finance Committee Nov. 10 5:30 p.m. at SACS
- Regular Board Meeting Nov. 10 6:30 p.m. at SACS
- Policy Meeting Nov. 24 5:30 p.m. at SACS
- Region II Board Meeting Nov. 25 6:00 p.m. Region II

11. Executive Sessions

It was moved by Peter Main, seconded by Phil Knowles to enter Executive Session under 1 M.R.S.A. § 405 (6)(A)

Time in: 7:50 p.m.

Time out: 8:10

It was moved by Phil Knowles and seconded by Barbara Burton to compensate Jonathan Porter with a stipend of \$22,000 for the current school year for his work as Principal at Katahdin Middle/High School.

VOTE: 11 YES 0 NO 0 ABSTENTIONS

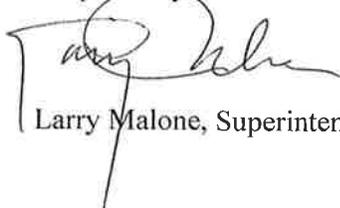
It was moved by Phil Knowles, seconded by Leslie Gardner to enter Executive Session under 1 M.R.S.A. § 405 (6)(A)

Time in: 8:13 p.m.

Time out: 8:32 p.m.

12. Adjournment: The meeting adjourned at 8:35 p.m.

Respectfully Submitted:



Larry Malone, Superintendent RSU #50