



May 19, 2010

TO: R.S.U. No. 67 LSA Service-Learning Leadership Team
FROM: Mrs. Vigue
RE: Meeting in the MA Conference Room, 3:00-4:30 P.M.

MEMBERS PRESENT:

Donna Vigue
Michael Bisson
Larry Malone
Anita McCafferty
Ben Lothrop
Sarah Crockett
Connie Carter
Sharon Crockett
Heidi Harris
Sean Sibley
Malia Schaefer

MEMBERS ABSENT:

Holly Leighton (personal day)
Curt Ring (illness)
Ron Weatherbee (Recreation Department commitment)

We began the meeting by overviewing the agenda—note the official use of our new logo (thanks, Holly). We then noted that the May 5th Board presentation by Connie and teachers and students from each of the grade spans went very well. The Board seems to understand what service learning is and why it is important—understandings that should help with our efforts to build a systemic, sustainable service learning program by the end of the 2011-12 school year.

I provided a brief report about the one-time competitive grant awarded to us through Learn and Serve America (\$7,989.04) to support technology purchases that will help us share service learning with the school and local communities served by R.S.U. No. 67, as well as with other schools interested in the work we are doing. I shared some of the challenges connected with spending the money and coming up with the in-kind match, as well as challenges associated with placing the digital photo frames in the community. It is unclear whether we can show pictures of students engaged in service learning in public places within the community until we have a Board-approved policy and a form for seeking parental permission to do so. Connie suggested that we contact MDI since they have done a lot of work around posting student images and work on the website and might be able to help us think through some of the challenges. Sites which we would like to mount the photo frames include the three town offices, HAN, and Penobscot Valley Hospital.

We discussed Michael Ashmore's site visit on May 17th. Mr. Ashmore will be our chief contact at the Maine Commission for Community Service that is taking over the grant beginning July 1, 2010; and he came to Lincoln to share some of the changes that will occur when the grant is transferred from the MDOE to the Commission, as well as to see some of the work we have been doing. He is planning to attend the celebration on Thursday to see even more of the work.

Changes that Mr. Ashmore discussed with Anita and me included the following: (1) finding a non-profit organization with a 501c(3) status who will partner with us and join the Leadership Team for the remaining two years of the grant; (2) making sure that we have projects that align with STEM initiatives since part of the Commission's funding is linked to this work; (3) getting familiar with different action plan and budget templates that are done completely online; (4) reporting quarterly, instead of twice per year; (5) having to contract directly with KIDS for professional development; (6) having to correspond electronically with other schools who are more advanced in their service-learning journey; and (7) having to attend at least one professional-development workshop sponsored by the Commission. There are likely to be other smaller changes as we start working with the Commission.

Anita and I shared another possible three-year service-learning grant opportunity that may be coming our way through KIDS Consortium. KIDS is looking for a rural district, a suburban district, and an urban district to develop and implement integrated service learning units in their middle school(s) and high school(s) and to share their experiences with one another. If we are selected, we would receive \$5,000 each year for three years, beginning in 2010-11. A letter of interest is due on June 1st, and Anita has agreed to write it.

We had some discussion about whether we wanted to take on yet another grant. The conversation centered around the principle of diminishing returns: at what point does the time necessary to do grant-related work and manage the paperwork become greater than the benefits afforded by the revenue? We also discussed whether we could maintain high-quality work if we take on too many projects in one year. After hearing multiple points of view, we decided we wanted to pursue this opportunity if it is still available to us. I pointed out that I had not heard from Matt since the phone call last week and that he had not yet responded to my follow-up email, but that I was certain we would hear from him soon.

The policy we developed this year has been reviewed by the Board's Policy Committee and will be presented to the full Board for a first reading on May 19th (NOTE: The Board approved the first reading unanimously at that meeting). The second reading should occur on June 2nd at which time we are optimistic that it will be adopted. The web-page policy was discussed by the Technology Committee on April 28th. The work is complicated and has been tabled until fall. We are still hopeful that that policy will be approved sometime next year.

We finalized details regarding the districtwide celebration of service learning at Mattanawcook Academy on May 20th from 6:30-8:00 P.M. We examined the program, the exhibit map, and the PowerPoint slides and discussed other details that would help the evening go smoothly. Anita and I are tag-teaming the PowerPoint, but Connie will also be sharing the importance of having community partners and the manner in which those in the audience can become involved if they have project ideas or would like to be community partners for students. She will also talk about how she is helping us build the capacity to assess the impact of sample projects annually. Around 8:00 P.M. Mr. Lothrop will use the intercom to thank people for coming as a signal that the event is winding down.

I reminded grade-span coordinators of the details that I need for the end-of-year report and the LASSIE report and asked for those details to be provided no later than June 2nd:

- Log of time spent overseeing service learning for grade span
- Details for each project at grade span
 - # of teachers involved
 - # of paraprofessionals involved
 - # of volunteers involved
 - Date survey link was provided teachers
 - Date(s) teachers took survey
 - Date(s) students took survey
 - Date survey link was provided community partner(s)
 - Date community partner(s) took survey (if known)
 - Quotes from parents, students, community partners about service-learning experience or impact
 - Sample student reflections

We discussed our goal of having one fully documented project per grade span. Sharon is working with Grade 2 to do Pennies from Angels, Holly is doing her own Grade 4 Art for Public Places, Heidi will write up the MCHP local history project, and Curt is doing the MA cemetery project. The MCHP project is not technically funded with LSA money, but is worthy of being fully documented since our team is embracing all service learning regardless of funding source.

I reminded you that Matt Robinson will be facilitating the June 2nd meeting and helping us do a Year 1 evaluation of our work. Hopefully, we will have some time to do some preliminary planning for our Year 2 action plan.

Thank you for attending this meeting and for all the work you are doing to support service learning in our school district.

Next Meeting: June 2nd, 3:00-5:00 P.M. in the MA Conference Room

Primary agenda item: Evaluation of Year 1 and preliminary planning for Year 2