

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, P.O. Box 701, Union, Maine 04862

Thomas Ambrose, Interim Superintendent
Danielle Fagonde, Assistant Superintendent

Karen Pike, Business Manager
Penelope Christ, Director of Special Services

Personnel/Negotiations Committee Meeting Central Office Monday, December 15, 2025 5:00 p.m.

Join by computer:

meet.google.com/wwi-qzkb-gc

or

Join by phone:

(US)+1 234-805-1144 PIN: 228 763 983#

Committee Members: Noah Botley, Randy Kassa, Tim McLaughlin, Leah Shipps, Emily Trask-Eaton, Melvin Williams

Ex-officio Members: Danny Jackson/Board Chair, Thomas Ambrose/Interim Superintendent

Our Vision: Inspire students to achieve life-long success.

Our Mission: Graduate all students with the knowledge, skills and understandings needed for success in the 21st century.

Minutes

I. Call to Order

- A. Declaration of Quorum
- B. Note Absences Leah Shipps (arriving late), Melvin Williams, Tim McLaughlin
- C. Elect a Chair

Motion to nominate for Chair, Randy Kassa: Emily Trask Eaton

Vote: 3-0-1
(Randy Kassa)

Elect a Vice Chair

Motion to nominate for Vice Chair, Leah Shipps: Emily Trask Eaton

Vote: 4-0-0

- D. Additions/Adjustments to the Agenda - none

II. Consent Agenda - Approve minutes of February 27, 2025

Motion: Danny Jackson

Second: Emily Strask-Eaton

Vote: 4-0-0

III. Audience with the Public

IV. Action Items

A. Recommend revisions of job descriptions pursuant to policy BDE

1. [Assistant Superintendent](#)
2. [Director of Special Services](#)
3. [Assistant Director of Special Services](#)

Revisions align the job descriptions with the district organizational structure previously presented to the board.

Motion: Noah Botley

Second: Danny Jackson

Vote: 4-0-0

V. Other Items

VI. Executive Session 1 M.R.S §405(6)(D) Negotiations with Support Staff

The committee discussed waiting for Leah's arrival before entering executive session so that the composition of the quorum would not need to be adjusted after executive session had begun.

VII. Adjourn

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly. The public and district employees are encouraged to attend Board meetings. A time for comments by visitors at Board meetings will be scheduled on the Board's agenda. Public input is welcomed but the Chair may limit discussion.