

Dear RPC Members,

January 7, 2008

On December 20<sup>th</sup> a steering group consisting of the RPC Co-Chairs, Facilitator, School Board Chairs, and Superintendents met to create a schedule of meetings and to work on some procedural and organizational details.

The schedule for upcoming RPC meetings is as follows:

January 14 <sup>th</sup>	Dexter Regional High School	6:30 PM
January 28 <sup>th</sup>	Dexter Regional High School	6:30 PM
February 11 <sup>th</sup>	Dexter Regional High School	6:30 PM
February 25 <sup>th</sup>	Piscataquis Community Middle School	6:30 PM
March 10 <sup>th</sup>	Piscataquis Community Middle School	6:30 PM
March 24 <sup>th</sup>	Piscataquis Community Middle School	6:30 PM
April 7 <sup>th</sup>	Harmony Elementary School	6:30 PM
April 21 <sup>st</sup>	Harmony Elementary School	6:30 PM
May 5 <sup>th</sup>	Harmony Elementary School	6:30 PM

Further Sessions TBA

Organizational/Procedural Details:

- ✘ Timeline – we will operate with the intent of having the plan completed by June of '08. This will allow for public hearings in the late summer/early fall followed by a referendum on or before November 4<sup>th</sup>. While the letter from the commissioner approving our plan to date calls for the finished plan to be filed by February 1<sup>st</sup> of '08, we all know that will be impossible. As portions of the plan receive “tentative approval” from the full RPC, we will forward those to the DOE periodically in order to update them on our progress.
- ✘ Clerical Work – Michelle Ward will be compensated at a rate of \$15 per hour for her work as RPC Secretary. Loretta Nuite will work with her and be compensated at the same rate. Dave Fournier will be responsible for website posting of RPC documents and will also be compensated at a rate of \$15.00 per hour. The funds for this work will come from the \$2500 allocated to the RPC for “general” purposes. SAD #4 will act as fiscal agent for these funds.

Some of the specific tasks are as follows

- send out meeting reminders and other e-mails/mailings
- post meetings to the general public
- collect and collate segments of the plan as they become complete (electronically)
- prepare agendas for RPC meetings
- prepare minutes from RPC meetings
- post all materials and information to the SAD #46 website

#### Information/Communication

- ✘ Each sub-committee will have a chair and/or a person responsible for recording the minutes of each work session and filing them with the secretary in electronic format. Completed sections of the plan (using the Drummond/Woodsum electronic template) will be prepared and filed by this person as they become available for a full RPC tentative approval vote.
- ✘ Requests for information from SAU's, DOE, or other entities should come through the sub-committee chairs or RPC Co-chairs in order to avoid duplication and confusion. We hope that, in most cases, these requests can be made at the end of an RPC meeting, with the goal to have the materials/information available at the next meeting.
- ✘ The Co-chairs have determined that the facilitator will act as official spokesperson for the RPC when dealing with the press.
- ✘ As a subcommittee completes its tasks, members will be reassigned to help with the remaining RPC work.
- ✘ As sections of the plan receive tentative approval from the full RPC, they will be posted on the SAD #46 website with the disclaimer that they are in draft form and open to further revision prior to a referendum.

We look forward to seeing you on January 14<sup>th</sup> at Dexter Regional High School.

Sincerely,

Paul Bridge  
Ella Munday

RPC Co-Chairs