

**Minutes
Kittery School Committee
Regular Business Meeting
August 17, 2021 - 6:00 PM
Town Council Chambers**

I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS

A, B, C: Chairwoman Dow called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance. Superintendent Waddell called the roll: Answering the roll were: Eric Lemont, Karen Matso, Julie Dow, Kim Bedard, Annie Cicero, and Ann Gilbert. Absent: Rhonda Pomerleau.

D. WARRANTS - It was **MOVED** by Mrs. Gilbert and **SECONDED** by Ms. Bedard to approve Warrant S21-28 in the amount of \$56,652.39, Warrant S22-02 in the amount of \$135,486.29 in the amount of \$135,486.29 and Warrant S22-03 in the amount of \$413,333.32 as recommended by the Finance Department and **VOTED** 6-0: Six in affirmative, none opposed, motion carries.

E. ADJUSTMENTS TO THE AGENDA

VI. J. – Name Change (Anna Powers)

V. E. – New Appointments

51. Daniel Cain, Traip Academy Music Director

52. Kenneth Cedergren, Shapleigh School Educational Technician II

VI. U. – Take action to appoint Katherine Webb as Shapleigh School Special Education teacher for the 2021-22 school year.

F. APPROVAL OF THE MINUTES OF THE MEETING HELD ON JULY 20, 2021 – the July 20, 2021 meeting minutes were approved as presented.

II. PUBLIC COMMENT – none

III. REPORTS/PRESENTATIONS - none

IV. UNFINISHED BUSINESS - none

V. SUPERINTENDENT’S REPORT

A. Highlight bi-weekly report to School Committee

Highlights were made from Superintendent Waddell’s report that School Committee members had received. The reports are all archived on the District website under the “From the Superintendent” tab.

B. Staff Changes Report 2021-22 – The written report was handed out and reviewed.

C. SRO Task Force Community Conversation – to be held August 19 at 6 p.m. at the Kittery Community Center.

D. Maine CDC Standard Operating Procedure Update – Superintendent Waddell reviewed the Summary of Quarantine Exceptions found in the Maine CDC Operating Procedure Update. It was **MOVED** by Kim Bedard and **SECONDED** by Mrs. Cicero to adopt the following mask wearing rules effective August 30th: at Mitchell Primary School and Shapleigh School, masks are **required** indoors for all students, staff, and visitors and, at Traip Academy, masks are **highly recommended** indoors for students

and staff, and required for visitors when they enter the building. The Superintendent is authorized to modify these rules on a monthly basis based on county transmission rates, vaccination rates, and other related factors. **VOTED 6-0:** Six in affirmative, none opposed, motion carries.

E. New Appointments:

1. Susan Page, Traip Academy Kitchen Helper
2. Margaret Keating-Hughes, Shapleigh School Kitchen Helper
3. Natalee Harp-Blakley, Shapleigh School Kitchen Helper
4. Lisa Lemieux, Mitchell Primary School Kitchen Helper
5. Catherine Kent-McCoomb, Traip Academy Kitchen Helper
6. Victoria Berg, Mitchell Primary School Library Educational Technician III
7. Elizabeth Hoyt, Traip Academy Teacher Leader
8. Susan Johnson, Traip Academy Teacher Leader
9. Melissa Jolie, Traip Academy Teacher Leader
10. Carla Landers, Traip Academy Teacher Leader
11. Lori Marsh, Traip Academy Teacher Leader
12. Jessica Pearson, Traip Academy Teacher Leader
13. Michelle Hayward, Traip Academy Teacher Leader
14. Timothy Foret, Traip Academy Teacher Leader
15. Nancy Sebert, Shapleigh School Teacher Leader
16. Kristin O'Neill, Shapleigh School Teacher Leader
17. Miranda Casey, Shapleigh School Teacher Leader
18. Kelly Martin, Shapleigh School Teacher Leader
19. Joseph Bassett, Shapleigh School Teacher Leader
20. Daniel McKone, Shapleigh School Teacher Leader
21. Kerry Waters, Shapleigh School Teacher Leader
22. Kate Sheldon, Shapleigh School Teacher Leader
23. Heidi Randall, Shapleigh School Teacher Leader
24. Anna Leijon-Guth, Mitchell Primary School Webmaster
25. Donal Harkin, Traip Academy Webmaster
26. Seth Cole, Shapleigh School Webmaster
27. Nancy Embry, JumpRope Trainer/Platform
28. Carla Landers, JumpRope Lead Teacher
29. Heidi Randall, Shapleigh School Technology Teacher Leader
30. Carla Landers, Traip Academy Technology Teacher Leader
31. Amy Cook, Mitchell Primary School Technology Teacher Leader
32. Carley O'Brien, Traip Academy Volunteer Assistant Girls Soccer Coach
33. William Pydynkowski, Jr., Traip Academy Assistant Boys Soccer Coach
34. Bethany Aumand Burns, Shapleigh School Head Field Hockey Coach
35. Lori Marsh, Traip Academy Freshman Class Co-Advisor
36. Bret Rowell, Traip Academy Freshman Class Co-Advisor
37. Matt Bisler, Traip Academy Sophomore Class Advisor
38. Kristina Sanborn, Traip Academy Junior Class Co-Advisor
39. Jessica Pearson, Traip Academy Junior Class Co-Advisor
40. Cecilia Gagner, Traip Academy Senior Class Advisor
41. Jessica Pearson, Traip Academy National Honor Society Advisor
42. Anne Masury, Traip Academy Greenhouse Coordinator
43. Sam Ward, Traip Academy Math Team Coach
44. Brandon Farmer, Traip Academy Student Council Advisor
45. Susan Johnson, Traip Academy Project Search Advisor
46. Susan Johnson, Traip Academy Student-2-Student Advisor
47. Lawrence Wescott, Traip Academy One Act Play Assistant Director
48. Carla Landers, Traip Academy One Act Play Director

49. Carla Landers, Traip Academy Fall Musical Co-Director (Stage)
50. Lawrence Wescott, Traip Academy Instrumental Jazz Band Director
51. Daniel Cain, Traip Academy Music Director
52. Kenneth Cedergren, Shapleigh School Special Education Technician II

F. Resignations/Retirements

1. Valarie Blake, Mitchell Primary School Lunch/Recess Monitor effective immediately
2. Guy Pollino, Traip Academy Health Teacher effective immediately
3. Cheryl Woodman, Traip Academy Kitchen Assistant Manager
4. Michael Provencher, Traip Academy Science teacher
5. Gusti Fisher, Shapleigh School Kitchen Helper
6. Jennifer Jo Dufort, Traip Academy Social Studies teacher
7. Krystle Acerno, District Educational Technician III

VI. NEW BUSINESS

- A. It was **MOVED** by Mrs. Gilbert and **SECONDED** by Mrs. Cicero to appoint Patricia VanDeventer as Shapleigh School Special Education Case Manager for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- B. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Bonnie Hannigan as District Orton-Gillingham Literacy Specialist for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- C. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Joanne Reeve as Shapleigh School 5th grade teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- D. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Kendra Downs as Mitchell Primary School Instructional Practice & Intervention Specialist for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- E. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Baylee Cox as Mitchell Primary School 2nd grade teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- F. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Meridith Clemons as Mitchell Primary School Physical Education teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- G. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Matt Ryan as Traip Academy English teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- H. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Evelyne Varieur-Banks as half time District ESL teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- I. It was **MOVED** by Mrs. Gilbert and **SECONDED** by **Mrs. Cicero** to appoint Timothy Roberts as Traip Academy Health teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- J. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Anna Powers as Traip Academy Social Studies teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- K. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Heather Wheeler as Traip Academy Chemistry/Physical Science teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- L. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Sarah Owens as District Volunteer/Mentor Coordinator for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- M. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Brooke Bassett as Traip Academy School Counselor for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- N. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to authorize the Superintendent of Schools to execute the Memorandum of Agreement with the Kittery Police Department for the 2021-22 School Resource Officer services in the Kittery School District and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**

- O. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to authorize the Superintendent of Schools to enter into a Memorandum of Understanding with Magellan Federal, Inc. (on behalf of the Department of Defense) for services provided by the Military & Family Life Counselor and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- P. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Dr. Michael Vinograd from York Hospital as School Physician for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- Q. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Kim Bedard as School Committee member to serve on the Delegate Assembly of the Maine School Boards Association for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- R. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Administrative/Officer positions for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries::**
 - 1. Marilyn Woodside, Affirmative Action Officer
 - 2. Marilyn Woodside, Assessment Coordinator
 - 3. Marilyn Woodside, York County Certification Committee Representative
 - 4. Marilyn Woodside, Title IX Coordinator
 - 5. Eric Waddell, Attendance Officer
 - 6. Michael Roberge, Chemical Hygiene Officer
 - 7. Allison Gamache, Crisis Team Representative
 - 8. Jane Durgin, Dropout Prevention Coordinator
 - 9. Jane Durgin, Homeless Liaison
 - 10. Mark Everett, Pest Management Coordinator
 - 11. Anne Ellis, Wellness Committee Representative
- S. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to approve the request from Lauren Kennison Corning for a leave of absence for the 2021-22 school year (effective October 2021) and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- T. It was **MOVED** by Ms. Bedard and **SECONDED** by Mrs. Gilbert to approve the recommendation of the Facilities, Finance & Safety Committee to fund the Traip Academy Roof Project (Wilde's Wing) through the School Dedicated Maintenance Reserve Fund (est. \$26,500) and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**
- U. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Gilbert to appoint Katherine Webb as Shapleigh School Special Education teacher for the 2021-22 school year and **VOTED 6-0: Six in affirmative, none opposed, motion carries.**

VII. COMMITTEES and REPORTS

- A. Facilities, Finance & Safety Committee-Next meeting September 14 @ 3 p.m.
- B. Policy Committee-Next meeting September 23 @ 3:30 p.m. at Central Office.
- C. ACIL (Advisory Committee for Informational Literacy-Next meeting TBD.
- D. MSBA – York Regional Zoom meeting September 2 @ 6 p.m.
- E. Wellness Committee-Next meeting TBD.
- F. Dropout Prevention Committee-Next meeting TBD.
- G. Adult & Community Education Committee – Next meeting TBD.
- H. CTE (SRTC)-Next meeting TBD.
- I. Vision 2.0-Next meeting TBD.

VIII. QUESTIONS/COMMENTS/CONCERNS

Mrs. Matso is excited about all the new staff joining the Kittery School District.
 Mrs. Cicero thanked the Leadership team and Superintendent for the goal of keeping our students physically in school and thanked the community for supporting the goal.
 Ms. Bedard concurred with Mrs. Cicero.
 Mrs. Gilbert wished all the staff a great school year.

Mr. Lemont reported that due to issues beyond their control, the community playground build at Mitchell School has been postponed. Hopefully the equipment will arrive soon.
 Chairwoman Dow encouraged participation at the Community Conversation on Thursday at the Kittery Community Center.

IX. ADJOURNMENT

It was **MOVED** by Mrs. Cicero and **SECONDED** by Ms. Bedard to adjourn at 7:15 p.m. and **VOTED** 6-0: Six in affirmative, none opposed, motion carries.

School Committee Recording Secretary, Cindy Boyd
 Approved by Kittery School Committee: September 7, 2021

	<i>9-9-21</i>
<hr/> Eric F. Waddell, Superintendent of Schools	<hr/> Date