

**Kittery School Committee Meeting**  
**December 16, 2014 - Town hall Chambers- 6:30 p.m.**  
**REGULAR BUSINESS MEETING**

**I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:**

**A., B., & C.** The meeting was called to order by Pro-Chair-Tem, David Batchelder. Supt. Hutton, Julie Dow, Kim Bedard, Robert Wiles, Patti Ayer, John Driscoll, & Gavin Barbour were present. Student Representative, Andrew McCluskey, was excused absent. Also present were press. The School Committee pledged allegiance to the flag.

**D. Election of Chair & Vice Chair.**

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 6-0-1 (David Batchelder) in favor to nominate and elect David Batchelder as Chair.

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 6-0-1 (Patti Ayer) in favor to nominate and elect Patti Ayer as Vice Chair.

**E. Warrants:**

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to approve the warrants.

**F. Adjustments to the Agenda:**

Adjustment to the Agenda was an addendum VII.C, New Business.

**G. Minutes:**

The Minutes were approved as presented.

**H. Student Advisory Report:** None.

**II. PUBLIC COMMENT:** None.

**III. CORRESPONDENCE:**

Supt. Hutton reported that she received a note of gratitude from Former School Committee & Chair, Ken Lemont.

Supt. Hutton reported that she received an email recognizing the work of Jaclyn Bousquet, Traip Art Teacher.

**IV. UNFINISHED BUSINESS:**

**A. Action to assign School Committee members to sign warrants for School Employee Wages.**

It was **MOVED** by Julie Dow, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 in favor to assign David Batchelder and Kim Bedard with Patti Ayer as alternates to sign warrants for School Employee Wages.

**B. Action to assign school Committee members to serve on district sub-committees for the 2014-15 school year.**

It was the consensus of the Board to assign the following School Committee members to serve on district sub-committees for the 2014-15 school year.

**ACIL** - Kim Bedard

**CIP** - Patti Ayer, John Driscoll

**Finance Committee** - Kim Bedard, Patti Ayer, David Batchelder

**Policy Committee** - Julie Dow, Robert Wiles, John Driscoll

**Dropout Prevention Committee** - Garvin Barbour

**Health/Wellness Committee** - Julie Dow

**Facilities Committee** - Robert Wiles, John Driscoll

**Adult Education** - Gavin Barbour

**Concussion Management Team** - David Batchelder

**Growth Committee** - Kim Bedard

**Proficiency Based-Learning Advisory Committee:**

1. Traip Academy - John Driscoll
2. Shapleigh School - Gavin Barbour
3. Horace Mitchell School - Kim Bedard

**VI. SUPERINTENDENT'S REPORT:**

**A. Resignation/Retirement:**

It was **MOVED** by Kim Bedard, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 in favor to acknowledge the retirement of Mary Ann McMurray, Mitchell School Art Teacher.

- B.** Supt. Hutton reported that on December 22, PE/PG Committee will hold a full day work session to begin the development of the evaluation rubrics for the teachers.
- C.** Supt. Hutton reported that we have received 6 applications for the retirement incentives by the Dec. 5 deadline. We will have an executive session and will need to take action this evening so we can inform the employees by December 17.
- D.** Supt. Hutton reported that Marilyn Woodside, Anne Ellis and she attended the national conference focused on professional development planning and support for staff. They all learned a great deal and will be sharing their learning along with initial recommendations for action at a School Committee in January 2015.
- E.** Supt. Hutton reported that we have received the initial draft report from the auditors and presented it to the Finance Committee prior to our meeting this evening. We will review the report this evening under New Business.
- F.** Supt. Hutton wished everyone a Happy Holiday Season.

**VII. NEW BUSINESS:**

**A. Action to approve the following co/extra curricular positions:**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 in favor to approve the following co/extra curricular positions:

1. Angela Devoid as Traip Senior Class Co-Advisor for the 2014-15 school year.
2. Melinda Shofner as Traip Senior Class Co-Advisor for the 2014-15 school year.
3. Kristina Clements as Traip Interact/S2S Co-Advisor for the 2014-15 school year.
4. Jaelyn Bousquet as Traip Interact/S2S Co-Advisor for the 2014-15 school year.
5. Peter Cathey as Traip Student Council Advisor for the 2014-15 school year.

**B. Action to review and approve the Auditor's Report for FY14.**

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 in favor to approve the Auditor's Report for FY14.

**C. Discuss Project Support for community engagement.**

Supt. Hutton reviewed the Nellie Mae Foundation and its grant. This foundation grant is used for training and expertise. Consensus is to support this grant.

**VIII. COMMITTEES AND REPORTS:**

**A. Finance Committee:** The finance Committee met and had no issues. They thanked everyone for their work with the auditors.

**B. Policy Committee:** The Policy Committee has not met.

**C. CIP Committee:** The CIP Committee is scheduled to meet on Thursday Dec. 17 @ 4:30 p.m.

**D. ACIL - ACIL** is scheduled to meet on Thursday, December 17 @ 2:45 p.m.

**E. MSBA Update:** MSBA met last Saturday and held board training.

**F. Wellness Committee:** Wellness Committee has not met.

**G. Concussion Management - Concussion Management** has not met.

**H. Other:** None.

**IX. QUESTIONS/COMMENT/CONCERNS:**

Kim Bedard wished everyone a Happy Holiday Season.

David Batchelder commented that he would like a calendar for the FY15-16 budget meetings. He noted that on January 6, 2015, Town Council will be here to discuss and review the upcoming budget. He also noted that we will have public comment regarding the upcoming budget on January 20, 2015.

**X. EXECUTIVE SESSION:**

A. It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 in favor to enter into Executive Session to consider personnel matters pursuant to 1 M.R.S.A § 405 (6)(A) at 7:17 p.m.

It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to come out of Executive Session at 7:42 p.m.

B. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 in favor to enter into Executive Session to consider the Superintendent evaluation pursuant to 1 M.R.S.A ss 405 (6)(A) at 7:43 p.m.

It was **MOVED** by Julie Dow, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 in favor to come out of Executive Session at 8:00 p.m.

**XI. ACTION ON EXECUTIVE SESSION:**

It was **MOVED** by Kim Bedard, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 to approve six (6) retirement incentives for Unit A staff members as outlined in the Retirement Incentive application.

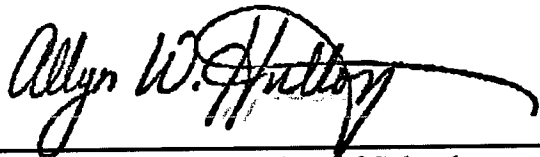
**XII. ADJOURNMENT:**

It was **MOVED** by Bob Wiles, **SECONDED** by Gavin Barbour and **VOTED** unanimously on a **VOICE VOTE** in favor to adjourn at 8:01p.m.

Submitted by: Janis Marshall-Colby, Recorder

Approved by Kittery School Committee:

January 6, 2015



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Allyn W. Hutton, Superintendent of Schools