

**Kittery School Committee Meeting**  
**01 December 2015 - 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 at 6:30 p.m. by Chair Batchelder. Supt. Hutton, Kim Bedard, Julie Dow, Anne Gilbert, Gavin Barbour, John Driscoll, and Jonathan Rivers were present. Student Representative, Jacob Weaver, was present. Also present was the press. School Committee members pledged allegiance to the flag.

**D. Warrants:**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jacob Weaver, in favor to approve the warrants.

**E. Adjustments to the Agenda:**

Adjustment to the Agenda was an Addendum VI.2, Superintendent's Report.  
Adjustment to the Agenda was an Addendum VII.D, New Business.  
Adjustment to the Agenda was to table Item VII.C, New Business.

**F. Minutes:**

The Minutes of November 17, 2015 were approved as amended.

**II. PUBLIC COMMENT:** None.

**III. CORRESPONDENCE:** None.

**IV. STAFF REPORTS/PRESENTATIONS:**

**A. Mitchell Boiler Project - Steve Stilphen.**

This item was been postponed.

**V. UNFINISHED BUSINESS:** None.

**VI. SUPERINTENDET'S REPORT:**

**A. Resignation/Retirement:**

**1. Retirement**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jacob Weaver, in favor to acknowledge the retirement of Cheryl Plaisted-Voll, Mitchell Educational Technician, at the end of the 2015-2016 school year.

**2. Resignation:**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jacob Weaver, in favor to acknowledge the resignation of Janet Marchetti, Mitchell School Kitchen Helper effective December 2, 2015.

- B. Supt. Hutton reported that David Ruff joined the School Committee for their retreat on Nov. 30, 2015. He assisted with reviewing the Superintendent/School Committee working relationship. The retreat was very informative and helpful in planning for the future.
- C. Supt. Hutton reported that she attended the York/Cumberland County Superintendent meeting on Nov. 20. She reviewed what had been discussed.
- D. Supt. Hutton reported that on Nov. 23, the teaching staff worked in their Professional Cohorts regarding peer and in the a.m. evaluator observations and PBL in the p.m.
- E. Supt. Hutton reported that School Committee members are scheduled to meet Unit C Union representatives on Wed., Dec. 2 at 4:30 p.m.

## VII. NEW BUSINESS:

### A. **Action to assign School Committee members to serve on district sub-committees for the 2015-16 school year.**

Assignments are as follows:

ACIL - Kim Bedard

CIP - John Driscoll Alternate - Jonathan Rivers

Finance Committee - Kim Bedard, David Batchelder, and Jonathan Rivers

Policy Committee - Julie Dow, John Driscoll, and Anne Gilbert, Jacob Weaver

Dropout Prevention - Gavin Barbour

Health/Wellness - Anne Gilbert

Facilities Committee - Gavin Barbour, Jonathan Rivers Alternate - John Driscoll

Adult Education - Kim Bedard

Proficiency Based Learning -

Traip Academy - Anne Gilbert, Jacob Weaver Alternate - John Driscoll

Shapleigh - Gavin Barbour Alternate - Anne Gilbert

Mitchell - Jonathan Rivers Alternate - Julie Dow

Negotiations Committee - Julie Dow, David Batchelder, John Driscoll

Sanford Regional Technical - John Driscoll Alternates- Kim Bedard, David Batchelder

### B. **Action to amend motion of September 1, 2015 related to transfer of funds.**

Item moved to end of meeting; Executive Session needed and reported there would be additional information at a later time.

### C. **Discuss Mitchell Boiler Project and next steps.**

Supt. Hutton reviewed the report from Steve Stilphen regarding the Mitchell Boiler Project.

### D. **Action to appoint Amy Cook as Volunteer Assistant Girls Basketball Coach effective December 2, 2015.**

It was **MOVED** by Kim Bedard, **SECONDED** by John Driscoll and **VOTED** 7-0-0 with

Student representative, Jacob Weaver, in favor to appoint Amy Cook as Volunteer Assistant Girls Basketball Coach effective December 2, 2015.

**VIII. COMMITTEES AND REPORTS:**

**A. Finance Committee:** The Finance Committee met and there were no issues.

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

**C. ACIL:** ACIL has not met.

**D. MSBA Update:** MSBA did not meet.

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

**F. PBL Advisory Committees:** PBL Advisory Committees have not met.

**G. Other:** None.

**IX. QUESTIONS/COMMENTS/CONCERNS:**

Julie Dow thanked Student Representative, Jacob Weaver, for becoming involved and working on some of the sub committees.

Kim Bedard commented that there would be tree lighting ceremony at Portsmouth Naval Shipyard tomorrow and Traip Academy band will be playing. She also commented that she would like to see the Budget calendar schedule.

**X. EXECUTIVE SESSION:**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED 7-0-0** with Student Representative, Jacob Weaver, in favor to enter into Executive Session to consider the compensation of employees pursuant to 1 M.R.S.A. § 405 (6)(A) at 7:14 p.m.

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED 7-0-0** in favor to come out of Executive Session at 7:20 p.m.

*It was **MOVED** to amend the motion previously adopted September 1, 2015 to transfer funds as recommended by the Finance Committee. The original motion read was "It was **MOVED** that we transfer \$5,136.05 from the Unfunded Liabilities Reserve Account (fund 0298) to cover unanticipated employee benefits".*

*In order to clarify this motion I move to amend it as follows:*

*It was **MOVED** to transfer the \$5,136.05 of unanticipated employee benefit expenses paid August 21, 2015 from fund 0600-School Nutrition Program to fund 0298-Unfunded*

*Liabilities.*

*Additionally, the minutes taken for this motion on September 1, 2015 currently read:*

*“Take action to transfer funds as recommended by the finance committee.”*

*It was **MOVED** to amend the minutes of September 1, 2015 to read:*

*“Take action to transfer the \$5,136.05 of unanticipated employee benefit expenses paid August 21, 2015 from fund 0600-School Nutrition Program to fund 0298-Unfunded Liabilities”.*

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’s contract pursuant to 1 M.R.S.A. § (6) at 7:21 p.m.

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED 7-0-0** in favor to come out of Executive Session at 7:55 p.m.

**XI. ACTION ON EXECUTIVE SESSION:**

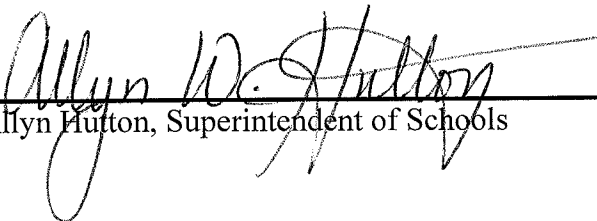
It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and voted 7-0-0 to appoint Allyn Hutton as Superintendent of Schools for 2016-17 school year.

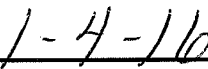
**XII. ADJOURNMENT:**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** unanimously on a **VOICE VOTE** in favor to adjourn at 7:57 p.m.

Respectfully submitted by: Janis Marshall-Colby, Recorder

Approved by Kittery School Committee: December 15, 2015

  
Allyn Hutton, Superintendent of Schools

  
Date