

KITTERY SCHOOL COMMITTEE
Business Meeting
6:30 p.m. - Town Hall Chambers - Tuesday, December 18, 2012

I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS

- A/B *The meeting was called to order* by Chair Ken Lemont at 6:30 p.m. Superintendent Hutton, Patti Ayer, Gavin Barbour, David Batchelder, Kim Bedard, Julie Dow and Robert Wiles were present. Student Representative Jessica Batchelder was present. Also present were school administrators and members of the public.
- C. *Warrants:*
It was **MOVED** by David Batchelder, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to approve the warrants.
- D. *Adjustments to the Agenda* - added I (F), VII (G & H) and Student Report
- E. *Approval of the minutes of the meeting:*
The Minutes of the December 4, 2012 meeting were accepted, as amended.
- F. Student Report - Jessica Batchelder, Student Representative, shared that Traip students participated in a school-wide food drive for local food pantries and several students went to Pease to acknowledge soldiers heading to Afghanistan.

II. PUBLIC COMMENT None

III. CORRESPONDENCE None

IV. STAFF REPORTS/PRESENTATIONS

- A. Traip Student Presentation: Lynne Moore and Edwards Hinds reported on their trip to San Antonio, Texas to attend the PNSY three-day training in the Student 2 Student Program.
- B. David Foster, Mitchell School Principal, submitted a written report and reviewed the events/news at the Mitchell School.
- C. Wanda Avery, Shapleigh School Principal, submitted a written report and reviewed the events/news at the Shapleigh School.
- D. Eric Waddell, Traip Principal, submitted a written report and reviewed the events/news at Traip Academy.
- E. Jen Hall, Business Manager, submitted a written report and reviewed the district eleven category finance report.

V. UNFINISHED BUSINESS

VI. SUPERINTENDENT'S REPORT

- A. Resignation/Retirement

VII. NEW BUSINESS

A. Take action on the *first* reading of the following policies:

It was **MOVED** by Julie Dow, **SECONDED** by Bob Wiles and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to approve the *first* reading of the following policies:

1. GCSA - Employee Computer and Internet Use
2. GDSA-R - Employee Computer and Internet Use Rules (*Regs. Only reading*)

The following policy will go back to the Policy Committee for discussion - **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to return to the Policy Committee for discussion.

3. JRA-R - Student Education Records and Informational Administrative Procedure (*Regs. Only Reading*)

B. Take action on the *second* reading of the following policies:

It was **MOVED** by Julie Dow, **SECONDED** by Bob Wiles and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to approve the *second* reading of the following policies.

1. IHBA - Referral and General Education Interventions
2. IHBA-R - Referral/Pre-Referral of Students with Disabilities Administrative Procedure
3. IHBEA - Programs for English Language Learners
4. IMGA - Service Animals in the Schools
5. JRA - Student Education Records and Information

C. Review and approval the Audit for FY12

Kim Bedard reviewed highlights of the Audit Report.

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to approve the Audit for FY12.

D. Take action to assign School Committee member to the Dropout Prevention Committee Chair Ken Lemont assigned himself to serve on the Dropout Prevention Committee for the 2012-13 school year.

E. Take action to assign School Committee member(s) to the Health/Wellness Committee Chair Ken Lemont assigned Gavin Barbour to serve on the Health/Wellness Committee for the 2012-13 school year.

F. Take action to appoint a shared (Town/School) Human Resource Manager effective January 2, 2013.

It was **MOVED** by Julie Dow, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to appoint Betsy Oulton as Human Resource Manager (shared Town 60%/School 40%) effective January 2, 2013.

- G. Take action to appoint Jen Foye as Shapleigh Homework Club Sub. Advisor (co-curricular position) for the 2012-13 school year.
It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor to appoint Jen Foye as Shapleigh Homework Club Sub. Advisor for the 2012-13 school year.
- H. Take action to approve the transfer of funds from the FY12 Budget
(1) It was **MOVED** by Bob Wiles, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor pursuant to sections 2307 and 1485(4) of title 20-A, that the School Committee ratify and approve the transfer of \$93,572 from the regular instruction cost center(s) to the special education cost center for the fiscal year 2011-12.

2) It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Rep., Jessica Batchelder in favor pursuant to sections 2307 and 1485(4) of title 20-A, that the School Committee ratify and approve the transfer of \$7,516 from the regular instruction cost center(s) to the other instruction cost center for the fiscal year 2011-12.

VIII. COMMITTEES and REPORTS

- A. Finance Committee: The committee met with the Auditor to review audit.
B. Policy Committee: Met on December 10th and will meet December 27th.
C. CIP Committee: The committee will start meeting in January 2013.
D. Shared Services Committee: No meeting/no report.
E. ACIL: The committee will meet in January 2013.
F. MSBA Update: The committee will meet in January 2013.
G. Other Committee: none

IX. QUESTIONS/COMMENTS/CONCERNS

Gavin Barbour: suggested that the School Committee send a letter of condolences to the Newton, CT School Department and discuss writing to legislators in support of gun control.

David Batchelder: suggested that a School Committee member(s) serve on the Town Manager and Chief of Police search committees.

Patti Ayer: wished everyone a happy and safe holiday.

Kim Bedard: discussed the phone tree at Traip, Laptop insurance email and thanked the Superintendent for communications.

Jessica Batchelder: shared information about the successful basketball season.

X. EXECUTIVE SESSION

- A. Personnel/Employment

It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to enter into Executive Session to discuss personnel/employee pursuant to 1 M.R.S.A. §405(6)(E) at 8:45p.m.

It was **MOVED** by Julie Dow, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 in favor to exit the Executive Session at 9:50 p.m.

XI. ACTION ON EXECUTIVE SESSION

XII. ADJOURNMENT

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and unanimously on a **VOICE VOTE** to adjourn at 9:52 p.m.

Approved by Kittery School Committee: January 2, 2013

Allyn W. Hutton

January 10, 2013

Allyn W. Hutton, Superintendent of Schools

Date