

**Minutes  
Kittery School Committee  
Regular Business Meeting  
July 20, 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, Rhonda Pomerleau and Ann Gilbert.

**D. WARRANTS** - It was **MOVED** by Mrs. Pomerleau and **SECONDED** by Mrs. Cicero to approve Warrant S21-26 in the amount of \$170,226.84 as recommended by the Finance Department and **VOTED** 7-0: Seven in affirmative, none opposed, motion carries.

It was **MOVED** by Mrs. Pomerleau and **SECONDED** by Mrs. Cicero to approve Warrant S21-27 in the amount of \$122,517.70 and Warrant S22-01 in the amount of \$420,508.04 as recommended by the Finance Department and **VOTED** 7-0: Seven in affirmative, none opposed, motion carries.

**E. ADJUSTMENTS TO THE AGENDA** - None

**F. APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON JUNE 15, 2021** - the June 15, 2021 meeting minutes were approved as presented.

**II. PUBLIC COMMENT** - none

**III. REPORTS/PRESENTATIONS**

A. ESEA Questions/Answers

B. ESSER III (Part of the American Rescue Plan)

Assistant Superintendent Woodside offered the opportunity for School Committee members to ask questions related to her presentation last month about ESEA, an annual requirement of the ESEA federal grants program. She also provided a summary and general overview of ESSER III (Part of the American Rescue Plan).

**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. 11 Category Report ending 5/31/21 - Superintendent Waddell reported on the 11 Cost Center Report Ending 5/31/21.

C. Vision 2.0 Progress Report - Superintendent Waddell reviewed the Vision 2.0 Progress Report. The work is still in draft form and will resume in September.

- D. SRO Task Force Update – Superintendent Waddell reviewed the written update from the SRO Task Force. They continue to work during the summer months and prepare recommendations for consideration later in the upcoming school year. A SRO replacement for Sergeant Durgin is in progress.
- E. 2021-22 Staff Changes Update – Superintendent Waddell shared the 21-22 Staff Changes report.
- F. Fall Athletic Coaches Update – Superintendent Waddell shared a comprehensive report of fall interscholastic athletic coaching appointments and vacancies.

G. New Appointments:

1. Karen Seleb, Mitchell Primary School CARP (Certification/Recertification Committee)
2. Laura Messersmith, Mitchell Primary School CARP (Certification/Recertification Committee)
3. Jonathan Roth, Shapleigh School CARP (Certification/Recertification Committee)
4. Sandi Lutts, Shapleigh School CARP (Certification/Recertification Committee)
5. Melissa Jolie, Traip Academy CARP (Certification/Recertification Committee)
6. Penny Morrison-Draker, Traip Academy CARP (Certification/Recertification Committee)
7. Michael Provencher, Traip Academy Summer Teacher - Earth & Space Systems & Chemistry
8. Elizabeth Hoyt, Traip Academy Summer Teacher - Biology
9. Susan Johnson, Traip Academy Summer Teacher – Social Studies
10. Sam Ward, Traip Academy Summer Teacher – Math
11. Gabe Bertrand, Traip Academy Summer Teacher – English
12. Megan Ballard, Extended School Year Speech/Language Pathologist (District)
13. Laurie Troy, Extended School Year Teacher (District)
14. Erin Cote, Extended School Year Teacher (Mitchell Primary School/Shapleigh School)
15. Melissa Adams, Extended School Year Teacher (Mitchell Primary School)
16. Jenny Shusta, Extended School Year Bus Monitor (District)
17. Jenny Shusta, Extended School Year Ed Tech I (Shapleigh School)
18. Robin Nelson, Extended School Year Ed Tech I (Mitchell Primary School)
19. Rich Wicker, Extended School Year Ed Tech II (Shapleigh School/Traip Academy)
20. Barbara Gill, Extended School Year Ed Tech II (Mitchell Primary School)
21. Jennifer Woollacott, Extended School Year Ed Tech II (Shapleigh School)
22. Robin Walker, Extended School Year Ed Tech II (Shapleigh School)
23. Jennifer Foye, Extended School Year Ed Tech II (Shapleigh School)
24. Sadie Bloom, Extended School Year Ed Tech II (Mitchell Primary School/Shapleigh School)
25. Krystle Acerno, Extended School Year Ed Tech II (District)
26. Jennifer Thayer, Extended School Year Ed Tech II (Traip Academy)
27. Bret Rowell, Extended School Year Ed Tech II (Traip Academy)
28. David Harris, Shapleigh School Girls Head Soccer Coach
29. Doug Bertrand, Shapleigh School Boys Head Soccer Coach
30. Wes Rhames, Shapleigh School Head Cross Country Coach
31. Cecilia Gagner, Traip Academy Field Hockey Head Coach
32. Jackie Driscoll, Traip Academy Field Hockey Volunteer Assistant Coach
33. Amy Cook, Mitchell Primary School Summer Program Bus Monitor
34. Sadie Bloom, Mitchell Primary School Summer Program Bus Monitor
35. Brett Nelson, District Groundskeeper
36. Jennifer Jo Dufort, Traip Academy PEPG Steering Committee member (Teacher Evaluation & Growth)
37. Kerry Waters, Shapleigh School PEPG Steering Committee member (Teacher Evaluation & Growth)
38. Lauren Roy, Shapleigh School PEPG Steering Committee member (Teacher Evaluation & Growth)
39. Janice Fickett, Shapleigh School PEPG Steering Committee member (Teacher Evaluation & Growth)
40. Kendra Downs, Mitchell Primary School PEPG Steering Committee member (Teacher Eval. & Growth)
41. Kathy Eames, Mitchell Primary School PEPG Steering Committee member (Teacher Evaluation & Growth)
42. Terri Hartley, Mitchell Primary School Team Leader
43. Melissa Adams, Mitchell Primary School Team Leader
44. Pamela Jordan-Rutledge, Mitchell Primary School Team Leader
45. Amy Nucci, Mitchell Primary School Team Leader
46. Kelly Moulton, Mitchell Primary School Team Leader

47. Laura Campion, Mitchell Primary School Team Leader
48. Dana Rickerich, Mitchell Primary School Team Leader
49. Angela Yurick, Mitchell Primary School Team Leader

H. Resignations/Retirements:

1. Cynthia Haney, Adult Education Night Office Clerk
2. Isabella DeLuca, Mitchell Primary School Lunch/Recess Monitor
3. Lynda Ferland, Shapleigh School 6<sup>th</sup> grade Special Education teacher
4. Ethan Whited, Shapleigh School 5<sup>th</sup> grade teacher
5. Gary Venenga, Traip Academy English teacher
6. Stephen Scott Harris, Traip Academy School Counselor

**VI. VI. NEW BUSINESS**

- A. It was **MOVED** by Mrs. Gilbert and **SECONDED** by Mrs. Cicero to approve second read of the following policies and **VOTED 7-0**: Seven in affirmative, none opposed, motion carries.
  1. JEA-Compulsory Attendance
  2. JEAA-Student Attendance/Student Absences and Tardiness
- B. It was **MOVED** by Mrs. Pomerleau and **SECONDED** by Mrs. Gilbert to appoint Melissa Cantara as Mitchell Primary School Nurse for the 2021-22 school year and **VOTED 7-0**: Seven in affirmative, none opposed, motion carries.
- C. It was **MOVED** by Mrs. Matso and **SECONDED** by Ms. Bedard to appoint Zofie Meffert as District School-based Licensed Clinical Social Worker for the 2021-22 school year and **VOTED 7-0**: Seven in affirmative, none opposed, motion carries
- D. It was **MOVED** by Mrs. Pomerleau and **SECONDED** by Mrs. Gilbert to award the Propane Fuel bid to Downeast Energy for FY22 school year as presented and **VOTED 7-0**: Seven in affirmative, none opposed, motion carries
- E. It was **MOVED** by Mrs. Cicero and **SECONDED** by Mrs. Pomerleau to acknowledge the following donations/grants and **VOTED 7-0**: Seven in affirmative, none opposed, motion carries:
  1. Rotary Club of Kittery: \$1,000.00 to Project Playground
  2. Terrie Ilaria: \$300.00 District Summer Nutrition Program

**VII. COMMITTEES and REPORTS**

- A. Facilities, Finance & Safety Committee-Next remote meeting August 10 @ 8 a.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 –Next meeting TBD.
- 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-Superintendent Waddell had shared the Vision 2.0 Progress Report with the Committee.

**VIII. QUESTIONS/COMMENTS/CONCERNS**

Mr. Lemont reminded that donations are very much needed for the new playground project at Mitchell School. Volunteers are needed on August 19, 20 and 21 for the playground Community Build.  
Mrs. Pomerleau thanked Assistant Superintendent Woodside for her presentation.  
Mrs. Gilbert found Assistant Superintendent Woodside's report helpful to know how hard our District is working to get funds to help our students.  
Ms. Bedard noted that many school districts are being challenged with staff shortages. She thanked our staff and encouraged everyone to be patient and kind.  
Mrs. Cicero thanked Assistant Superintendent Woodside. She found the Vision 2.0 report informative. It has taken a lot of hard work by the Steering Committee to get to the point of a draft of Vision 2.0. She was pleased to see a social media post from someone moving to Kittery and asking about the schools. The comments in the responses were very positive!  
Mrs. Matso thanked Assistant Superintendent Woodside for her report. She wished everyone a great rest of the summer.  
Chairwoman Dow reminded that nomination papers are available for seats on the Town Council and School Committee. They are due back on August 12.

**IX. ADJOURNMENT**

It was **MOVED** by Mrs. Pomerleau and **SECONDED** by Mrs. Cicero to adjourn at 7:00 p.m. and **VOTED** 7-0: Seven in affirmative, none opposed, motion carries.

School Committee Recording Secretary, Cindy Boyd  
Approved Kittery School Committee: August 17, 2021

  
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Eric F. Waddell, Superintendent of Schools

8/18/21  
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Date