

**Kittery School Committee  
Regular Business Meeting  
Tuesday, June 16, 2015 - 6:30 p.m. - Town Hall Chambers**

**MINUTES**

**I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

**A., B., & C.** The meeting was called to order by Chair Batchelder at 6:30 p.m. Supt. Hutton, Julie Dow, Patti Ayer, Kim Bedard, Robert Wiles, John Driscoll, & Gavin Barbour were present. Student Representative, Andrew McCluskey was present. Also present were school administrators, staff, students, and members of the public. School Committee members pledged allegiance to the flag.

- D. Warrants

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

- E. Adjustment to the Agenda

- F. Approval of the minutes of the meeting held on June 2, 2015

The Minutes of June 2, 2015 were approved and **VOTED** 7-0-0.

**II. PUBLIC COMMENT**

**III. CORRESPONDENCE**

- A. Acknowledge receipt of correspondence

**IV. STAFF REPORTS/PRESENTATIONS**

- A. Tonya Fitzgerald, Suzanne Watson and Anne Ellis provided an overview of the Teacher/Principal Evaluations.
- B. Superintendent Hutton and members of the Leadership Team provided an overview of the Proficiency Based Learning Initiative.

**V. UNFINISHED BUSINESS**

**VI. SUPERINTENDENT'S REPORT**

- A. Resignation/Retirement

1. It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to acknowledge the resignation of Trevor Hopwood, Traip Educational Technician.
2. It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to acknowledge the resignation of Ashleigh Locke, Shapleigh 7<sup>th</sup> grade teacher.
3. It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to acknowledge the resignation of Kimberly Quinlan, Mitchell 1<sup>st</sup> grade teacher.

**VII. NEW BUSINESS**

A. Take action to appoint new staff for the 2015-16 school year:

1. It was **MOVED** by Julie Dow, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to appoint Guy Pollino, as Traip Health teacher for the 2015-16 school year.
2. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to appoint Lauren Kennison, as Shapleigh 7<sup>th</sup> grade teacher for the 2015-16 school year.

B. Take action to approve the following co/extra-curricular positions for the 2015-16 school year:

It was **MOVED** by Julie Dow, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to approve the following co-extra curricular positions for 2015-16 school year

1. Amy Marie Wilson, Mitchell Technology Lead
2. Ruth Sallade, Mitchell Technology Lead
3. Karen Seleb, Mitchell PLCSS Building Rep.
4. Laura Messersmith, Mitchell PLCSS Building Rep.
5. Anna Leijon-Guth, Mitchell Webmaster
6. Lauren Roy, Shapleigh Technology Lead
7. Doug Bennington, Shapleigh Technology Lead
8. Doreen Carson, Shapleigh PLCSS Building Rep.
9. Janice Bigos, Shapleigh PLCSS Building Rep.
10. Seth Cole, Shapleigh Webmaster
11. Paul Marquis, Traip Technology Lead
12. Suzanne Watson, Traip Technology Lead
13. Penny Draker, Traip PLCSS Building Rep.
14. Melissa Jolie, Traip PLCSS Chairperson
15. Nancy Berry, Traip Webmaster
16. Katherine Conant, Traip World Language Team Lead
17. Nancy Berry, Traip Math Team Lead
18. Paul Marquis, Traip Science Team Lead
19. Jessica Pearson, Traip History Team Lead
20. Alexander MacPhail, Traip English Team Lead
21. Lawrence Wescott, Traip Visual & Performing Arts Team Lead
22. Jessica Pearson, Traip RIT
23. Catherine Thorn, Traip RIT
24. Garrett Sanborn, Traip RIT
25. Alexander MacPhail, Traip RIT
26. Susan Johnson, Traip RIT
27. Penny Draker, Traip RIT

C. Take action to appoint Olivia Dow as Ed Tech II, Summer Jump Start Program (July 6 – August 7)

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 6-0-1 (Julie Dow abstained) with Student Representative, Andrew McCluskey, in favor to appoint Olivia Dow, as Ed Tech II, Summer Jump Start Program (July 6 – August 7).

D. Take action to appoint Kaitlen McCluskey as Ed Tech II, Summer Jump Start Program (July 6 - August 7)

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to appoint Kaitlen McCluskey, as Ed Tech II, Summer Jump Start Program (July 6 – August 7).

- E. Take action to transfer funds as recommended by the Finance Committee

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 to pay \$250,000 of the 2014-15 Special Education expenses out of the Special Education Reserve Fund (fund 0291).

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 to pay \$200,000 of the 2014-15 Maintenance expenses out of the Maintenance Reserve Fund (fund 0292).

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 to pay \$75,000 of 2014-15 Retirement Benefit expenses out of the Unfunded Liabilities Reserve Fund (fund 0298).

- F. Take action to appoint Acting Superintendent for Superintendent Hutton for the month of July

It was **MOVED** by Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to appoint Marilyn Woodside as Acting Superintendent for Superintendent Hutton for the month of July.

#### **VIII. COMMITTEES and REPORTS**

- A. Finance Committee - met on June 16, 2015.
- B. Policy Committee – next meeting on July 20, 2015.
- C. PBL Advisory Committees – very good meeting at Traip recently.

#### **IX. QUESTIONS/COMMENTS/CONCERNS**

- A. Superintendent Hutton reported on Summer Meals for Kids and Teens Program.
- B. Several School Committee members commented - Congratulations graduates!
- C. Chair commented - Thank you for support from Kittery taxpayers.

#### **X. EXECUTIVE SESSION**

- A. Negotiations Update

It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Andrew McCluskey, in favor to enter into Executive Session to consider labor negotiations pursuant to 1.M.R.S.A. § 405(6)(D)

- A. It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED** 7-0-0 in favor to enter into Executive Session at 8:45 p.m.
- B. It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED** 7-0-0 in favor to come out of Executive Session to consider compensation of employees pursuant to 1 M.R.S.A. § 405 (6)(D) at 8:55 p.m.

#### **XI. ACTION ON EXECUTIVE SESSION**

- A. Take action to approve the following Island Contract Personnel for the 2015-16 school year:
  - 1. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint

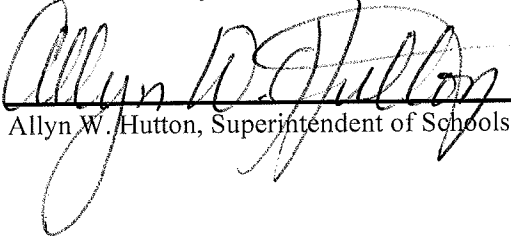
Wendy Collins as Director of Nutritional Program for the 2015-16 school year as recommended by the Superintendent.

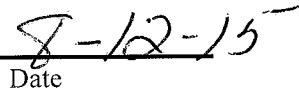
2. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Steve Stilphen as Director of Facilities for the 2015-16 school year as recommended by the Superintendent.
3. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Rick Thayer as Assistant Maintenance Director for the 2015-16 school year as recommended by the Superintendent.
4. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Jennifer Hall as Business Manager for the 2015-16 school year as recommended by the Superintendent.
5. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Lisa Harkin as Payroll/AP for the 2015-16 school year as recommended by the Superintendent.
6. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Betsy Oulton as Human Resources Manager for the 2015-16 school year as recommended by the Superintendent.
7. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Don Harkin as Traip Technologist for the 2015-16 school year as recommended by the Superintendent.
8. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Seth Cole as Shapleigh Technologist for the 2015-16 school year as recommended by the Superintendent.
9. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Anna Leijon-Guth as Mitchell Technologist for the 2015-16 school year as recommended by the Superintendent.
10. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Nancy Embry as Data Manager for the 2015-16 school year as recommended by the Superintendent.
11. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Donna Schoff as Superintendent's Administrative Assistant for the 2015-16 school year as recommended by the Superintendent.
12. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Myra Cutts as Special Services Administrative Assistant for the 2015-16 school year as recommended by the Superintendent.
13. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Sarah Lane as Special Services Administrative Assistant for the 2015-16 school year as recommended by the Superintendent.
14. It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 to reappoint Dani Lindman as Finance/HR Administrative Assistant for the 2015-16 school year as recommended by the Superintendent.

**B. ADJOURNMENT**

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow, and **VOTED** unanimously on a **VOICE VOTE** to adjourn at 9:15 p.m.

Kittery School Committee: July 14, 2015

  
Allyn W. Hutton, Superintendent of Schools

  
Date