

**Kittery School Committee Meeting**  
**21 January 2014**  
**REGULAR BUSINESS MEETING**

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

**A., B., & C.** The meeting was called to order by Chair Lemont at 6:30 p.m. Members pledged allegiance to the flag. Supt. Hutton, Patti Ayer, Julie Dow, Robert Wiles, David Batchelder were present. Kim Bedard and Gavin Barbour were excused absent. Student Representative, Joseph Lombardi, was present. Also present were staff and a member of the public.

**D. Warrants:**

There were no warrants to approve.

**E. Adjustments to the Agenda:** None

**F. Minutes:**

The Minutes of January 7, 2014 were approved as amended.

The Minutes of January 14, 2014 were approved as presented.

**II. PUBLIC COMMENT:** None

**III. CORRESPONDENCE:** None

**IV. STAFF REPORTS/PRESENTATIONS:** None

**V. UNFINISHED BUSINESS:** None

**VI. SUPERINTENDENT'S REPORT:**

**A.** Supt. Hutton reported that the Policy Committee has been working diligently to review and update policies. This evening on the agenda is a large number of policies that are no longer needed or have been replaced by newer, more relevant ones.

**B.** Supt. Hutton reported that she and Marilyn Woodside met with educators from York and Cumberland county schools. Due to legislation passed last year, all Maine school systems are required to review their Teacher and Principal evaluation models and plan to have a model that meets state guidelines in place for the 2015-16 school year. They plan to meet again at YCCC on January 21, 2014.

**C.** Supt. Hutton reported that our current evaluation model requires that a current central office administrator observes each probationary teacher at least once a year. She along with Marilyn Woodside and Jane Durgin share this responsibility. She noted that it is a great day when she is able to visit classrooms and see teachers and students engaged in the learning environment. She continues to be impressed with the high quality of teaching skills exhibited by our newest staff members.

- D. Supt. Hutton reported that Jane Durgin, David Foster and she attended a very informative daylong seminar on January 14, 2014 in South Portland. The seminar focused on a correlation between chronic absences and student success.
- E. Included in the FYI packet is budget information. This information will be posted on the website during the week of January 20 along with a set of FAQ for public information.

## **VII. NEW BUSINESS:**

### **A. Action on first reading of the following policies:**

It was **MOVED** by Julie Dow, **SECONDED** by Robert Wiles and **VOTED** 5-0-0 with Student Representative, Joseph Lombardi, in favor to approve the first reading waiving the formality of reading of the following policies:

1. IJND - Kittery School Department Welcome WebPages
2. IJND-R - Kittery School Department Website Guidelines (Reg. Only Reading)

### **B. Action on concept approval for a trip to Italy/France/Spain (April 17-25, 2014) Traip Heritage Club.**

It was **MOVED** by Julie Dow, **SECONDED** by Robert Wiles and **VOTED** 5-0-0 with Student Representative, Joseph Lombardi, in favor to grant concept approval for a trip to Italy/France/Spain (April 17-25, 2014) Traip Heritage Club.

### **C. Action on concept approval for a trip to Zion National Park/Bryce Canyon National Park in Utah (April 21-25, 2014) Traip Experimental Classroom.**

It was **MOVED** by Julie Dow, **SECONDED** by Robert Wiles and **VOTED** 5-0-0 with Student Representative, Joseph Lombardi, in favor to grant concept approval for a trip to Zion National Park/Bryce Canyon National Park in Utah (April 21-25, 2014) Traip Experimental Classroom.

### **D. Action to approve the deletion of district policies (list attached).**

It was **MOVED** by David Batchelder, **SECONDED** by Robert Wiles and **VOTED** 5-0-0 with Student Representative in favor to approve the deletion of district polices (list attached).

## **VIII. COMMITTEES AND REPORTS:**

**A. Finance Committee:** The Finance Committee did not meet.

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

**C. CIP Committee:** The CIP Committee met. They received business data to review. They are scheduled to meet on Thursday, January 23, 2014.

**D. Shared Services Committee:** Shared Services Committee has not met.

**E. ACIL** - ACIL is scheduled to meet on Wednesday, January 22, 2014.

**F. MSBA Update:** None

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

Julie Dow thanked Karen Kalmar, Chair of the Policy Committee, for all her work on the district's policies.

**X. EXECUTIVE SESSION:**

It was **MOVED** by Julie Dow, **SECONDED** by Robert Wiles and **VOTED** 5-0-0 with Student Representative, Joseph Lombardi, in favor to enter into Executive Session to discuss employment of employees pursuant to 1.M.R.S.A..405(6) (A) at 6:55 p.m.

It was **MOVED** by Patti Ayer, **SECONDED** by David Batchelder and **VOTED** 5-0-0 in favor to come out of Executive Session at 7:30 p.m.

**XI. ACTION ON EXECUTIVE SESSION:** None

**XII. ADJOURNMENT:**

It was **MOVED** by David Batchelder, **SECONDED** by Julie Dow and **VOTED** 5-0-0 unanimously on a **VOICE VOTE** to adjourn at 7:35 p.m.

Respectfully submitted by:

Janis Marshall-Colby, Recorder

Approved by Kittery School Committee:

February 11, 2014

*Allyn W. Hutton*

*February 13, 2014*

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Allyn W. Hutton, Superintendent of Schools

Date