

Kittery School Committee Meeting
17 January 2012 - Town Hall Chambers - 6:30 p.m.
REGULAR BUSINESS MEETING

I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:

A. & B. The meeting was called to order by Chair Lemont at 6:30 p.m. Supt. Hutton, Kim Bedard, Julie Dow, Patti Ayer, Deborah McCluskey, and David Batchelder were present. Lisa D'Angelo was excused absent. Student Board Member, Anna Power, was excused absent. Also present were school administrators, staff, and press.

C. Warrants:

It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 6-0-0 in favor to approve the warrants.

D. Adjustments to the Agenda: None.

E. Minutes:

The Minutes of January 3, 2012 were approved as amended.

F. Student Advisory Member Report: None.

II. PUBLIC COMMENT: None.

III. CORRESPONDENCE: None.

IV. STAFF REPORTS/PRESENTATIONS:

A. Steven Stilphen, Maintenance Director.

Steven Stilphen, Maintenance Director, updated the Board on the hot water issue that was addressed at Traip. He reviewed the remediation steps taken and the costs that were incurred.

B. David O'Brien, HVAC Project Manager.

David O'Brien, HVAC Project Manager, presented the final report of the HVAC project noting that all invoices have been received and the project is now complete. He also thanked the Board for working with him and he was pleased to have served on this project.

C. Susan Johnson, (Grant Process Update).

Susan Johnson reviewed the status of grants that have been applied for and also grants that we continue to investigate.

D. John Shea (Traip Redesign Process Update).

John Shea reviewed the status of the Traip redesign process. He also reviewed the next steps that are being planned noting that one important component of the plan will be to set a public community hearing date where the public can attend and speak before the School Committee vote in March.

E. Marilyn Woodside, Curriculum/Instruction Director and Technology Coordinator.

Marilyn Woodside, Curriculum/Instruction Director and Technology Coordinator, submitted a written report and reviewed the Leadership goals for the 2011-12 school year.

V. **UNFINISHED BUSINESS:** None.

VI. **SUPERINTENDENT'S REPORT:**

- A. Supt. Hutton updated the Committee on the Traip redesign forums that were held on Jan. 5 and 11. She noted that on Jan. 5 the topics were flexibility, time, and student support. On Jan. 11 the focus was on advisory, creating a sense of community, and enrollment planning. Both sessions were well attended with approx. 50-60 attendees on Jan. 5 and 40 attendees on Jan. 11.
- B. Supt. Hutton reported that she and Marilyn Woodside will be completing their classroom observations of each probationary teacher. They will review how well the system worked with the Committee in the spring.
- C. Supt. Hutton reported that the Negotiation team continues to meet every Wednesday and excellent progress is being made.
- D. Supt. Hutton reported that the Shared Services Committee met on January 12 and focused on which direction we need to go with the Finance Dept.
- E. Supt. Hutton reported that included in the FYI packet was a draft proposal for a teacher retirement incentive to be offered to all Unit A members who qualify. She reviewed the draft.
- F. **Upcoming Events:**
 - Jan. 18, 25, & Feb. 1 - Negotiations (4-6 p.m.)
 - Jan. 20 - Supt. Hutton meets with Grade 8 @ Shapleigh
 - Jan. 23 - Traip Community Forum #6 - 6:30 p.m. @ Traip
 - Jan. 24 & 31 - Policy Committee 4:30 - 6:00 p.m.
 - Feb. 2 - Building Committee meeting 5:00 p.m. @ Central Office
 - Feb. 7 - School Committee workshop @ 5:30 p.m. (Traip Redesign & meeting @ 6:30 p.m.)

VII. **NEW BUSINESS:**

A. **Action to approve second reading of the following policies.**

It was **MOVED** by Deborah McCluskey, **SECONDED** by Patti Ayer to approve the second reading of the following policies.

MOTION WITHDRAWN.

It was **MOVED** by Kim Bedard, **SECONDED** by Patti Ayer and **VOTED** 6-0-0 in favor to approve second reading of the following policies:

1. GBGAA - Bloodborne Pathogens
3. GBJC - Retention of Application Materials
4. GCQC - Resignation of School Department Employees

It was **MOVED** by Kim Bedard, **SECONDED** by Deborah McCluskey and **VOTED** 5-1 (Kim Bedard) in favor to approve second reading of the following policies:

2. GBI - Staff Gifts and Solicitations
5. GDA - Support Staff Positions
6. GDF - Support Staff Employment

B. Action to approve first reading of the following policies:

It was **MOVED** by Deborah McCluskey, **SECONDED** by Julie Dow and **VOTED** 6-0-0 in favor to approve first reading of the following policies:

1. GBN-R1 - Federal Family and Medical Leave Administrative Procedure (one reading)
2. GBN-R2 - Maine Family and Medical Leave Administrative Procedure (one reading)
3. GBO - Family Sick Leave
4. GCQCA - School Department Employee References

C. Action to appoint the following co-curricular positions:

It was **MOVED** by Kim Bedard, **SECONDED** by David Batchelder and **VOTED** 6-0-0 in favor to appoint the following co-curricular positions:

1. Ed Disy as Traip Co-Robotics Advisor for the 2011-12 school year.
2. Joe Boudreau as Traip Co-Robotics Advisor for the 2011-12 school year.
3. Nancy Berry as Traip Webmaster for the 2011-12 school year.
4. Andrew Weatherhead as Shapleigh OM Coordinator for the 2011-12 school year.
5. Ellen Robinson as Shapleigh Fitness Club for the 2011-12 school year.
6. Jennifer Thayer as Shapleigh Rock Band for the 2011-12 school year.
7. Mark Gunter as Shapleigh Little Amplifiers for the 2011-12 school year.
8. Steven Frost as Shapleigh Lego League Coach for the 2011-12 school year.

D. Review and take action on a retirement incentive plan for teachers.

It was **MOVED** by Julie Dow, **SECONDED** by Deborah McCluskey and **VOTED** 5-1 (David Batchelder) in favor to approve retirement incentive plan for teachers.

VIII. COMMITTEES AND REPORTS:

- A. Building Committee:** The Building Committee is scheduled to meet on February 2, 2012.
- B. Finance Committee:** The Finance Committee met today.
- C. Policy Committee:** The Policy Committee continues to meet and progress is being made.
- D. CIP Committee:** The CIP Committee met with the Town Manager. The CIP Committee is scheduled to meet on Monday, Jan. 23, 2012.
- E. Shared Services Committee:** The Shared Services Committee met with the Town Manager to discuss the finance team.
- F. Growth Committee:** The Growth Committee met and discussed ways to compile a 300 page document into 1 page. The Growth Committee is scheduled to meet on February 25, 2012.
- G. Traip Advisory Committee:** The Traip Advisory Committee will meet again when the final Traip Redesign document has been completed.
- H. ACIL - ACIL** is scheduled to meet on Wed., February 1, 2012.
- I. MSBA Update:** The MSBA met and discussed financing. The MSBA is scheduled to meet on Saturday, Feb. 11, 2012.

J. Other Committees:

- 1. Curriculum Committee:** The Curriculum Committee is scheduled to meet on February 25, 2012.

IX. QUESTIONS/COMMENTS/CONCERNS:

Julie Dow questioned if we have been able to connect with real estate agents regarding status of new people moving to Kittery.

Patti Ayer commented that she feels the notification of planned absences is good and it is an excellent start.

David Batchelder commented that he would like the state funding form for K-12 that was included in the FYI packet be reviewed.

Deborah McCluskey congratulated the 8th graders that are going to the conference in Boston.

X. EXECUTIVE SESSION:

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED 6-0-0** in favor to enter into Executive Session to consider a pending litigation issue pursuant to 1M.R.S.A. & 405(6)(E).

It was **MOVED** by Kim Bedard, **SECONDED** by David Batchelder and **VOTED 6-0-0** in favor to extend the meeting past 10:00 p.m.

It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED 6-0-0** to come out of Executive Session at 10:00 p.m.

It was **MOVED** by Deb McCluskey, **SECONDED** by Patti Ayer and **VOTED 6-0-0** To enter into Executive Session to consider an evaluation of the Superintendent pursuant to 1 M.R.S.A. & 405(6)(A).

It was **MOVED** by Kim Bedard, **SECONDED** by Deb McCluskey and **VOTED 6-0-0** to come out of Executive Session at 10:58 p.m.

XI. ACTION ON EXECUTIVE SESSION: None

XII. ADJOURNMENT:

It was **MOVED** by Patti Ayer, **SECONDED** by Julie Dow and **VOTED 6-0-0** unanimously on a **VOICE VOTE** to adjourn at 10:59 p.m.

Approved by Kittery School Committee: February 7, 2012

Submitted by: Janis Marshall-Colby, Recorder

Allyn W. Hutton

February 13, 2012

Allyn W. Hutton, Superintendent of Schools

Date