

KITTERY SCHOOL COMMITTEE
05 March 2013 - 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, Robert Wiles, Patti Ayer, David Batchelder, and Gavin Barbour were present. Student Representative, Jessica Batchelder, was present. Also present were school administrators, staff, members of the public and press.

C. Warrants

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

D. Adjustments to the Agenda: None.

E. Minutes:

The Minutes of February 19, 2013 were approved as amended.
The Minutes of February 25, 2013 were approved as presented.

II. PUBLIC HEARING - Budget.

Supt. Hutton presented an overview of the proposed FY14 School Budget, She also explained the budget process. She reviewed the cuts in funding from the state level that are now being passed onto the districts. On Tuesday, March 19, 2013 the School Committee will be voting on the FY14 budget and articles and the budget will be presented to Town Council on Monday, March 25th. The consensus of the School Committee was to move forward with the proposed FY14 budget.

III. PUBLIC COMMENT:

Christine Mattheson questioned what the difference was between hiring a guidance counselor over an Assistant Principal at Shapleigh. She also noted that she feels that bullying should be a priority concern of whoever is hired.

Lisa D'Angelo questioned where the position of hiring a School Resource Officer stands and if any steps are being taken to achieve this. Superintendent Hutton responded.

IV. CORRESPONDENCE: None.

V. STAFF REPORTS/PRESENTATIONS: None.

VI. UNFINISHED BUSINESS: None.

VII. SUPERINTENDENT'S REPORT:

A. Supt. Hutton reported that Steve Stilphen and Kittery Police Department Detective Ray Hazen

are in the process of finalizing with a contractor the needs for security entrance doors at each building. Supt. Hutton and David Foster have committed to attending a full day seminar with Chief O'Brien and Ray Hazen on Emergency Response and Planning for School Shootings. This event is being hosted by the New England Division of International Association of Fire Chiefs and will be held in Dover, NH on April 11.

- B. Supt. Hutton reported that interviews for the interim position for Shapleigh School Principal were held on March 1. The permanent Shapleigh Principal opening for 2013-14 has been posted with the application deadline of March 22. She has met with the Shapleigh staff and has solicited their input. She also has scheduled a PTA session with Shapleigh parents on March 13 to listen to their suggestions/input.
- C. Supt. Hutton reported that long-term substitutes have been interviewed and appointed.
- D. Supt. Hutton reported that afternoon/evening Parent-Teacher conferences have been scheduled at all schools. They are as follows:
 - 1. Mitchell - March 25 & April 4
 - 2. Shapleigh - March 28 & April 4
 - 3. Traip - April 24 & 25
- E. Supt. Hutton reported that she and Marilyn Woodside have been working to prepare data to review in March regarding student performance. This data will include student grades and their performance at standardized testing.
- F. Supt. Hutton reported that at the Leadership Team on Feb. 26, we brainstormed how we might promote Traip Academy to incoming students and their parents. At this time the following is being planned:
 - 1. Eric Waddell, teachers, and students will visit Grade 8 classrooms to talk about opportunities at Traip.
 - 2. We will work with students to produce videotape clips of Traip Academy (Robotic, theater, flipped classrooms, on-line learning, etc.) and will send these electronically to Grade 8 parents as well as post them on the website.

VIII. NEW BUSINESS:

A. Action on second reading of the following policy:

It was **MOVED** by Robert Wiles, waiving the formal reading of the policy in its entirety, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jessica Batchelder, in favor to approve the following policy:

- 1. JICI - Weapons, Violence, and School Safety

B. Action on only reading of the following procedure:

It was **MOVED** by Robert Wiles, waiving the formal reading of the procedure in its

entirety, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jessica Batchelder, in favor to approve the following procedure:

1. JRA-R Student Ed Records & Information Administrative Procedures

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

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Representative, Jessica Batchelder, in favor to approve the following co-curricular positions:

1. Don Gagnon as Traip Head Baseball Coach for the 2012-13 school year.
2. James Scully as Traip Volunteer Baseball Coach for the 2012-13 school year.
3. Chris Andrews as Traip Head Softball Coach for the 2012-13 school year.
4. Larissa Simonds as Traip Head Outdoor Track Coach for the 2012-13 school year.
5. Sue Watson as Traip TILT for the 2012-13 school year.
6. Bruce Merrill as Traip TILT for the 2012-13 school year.
7. Scott Singer as Traip TILT for the 2012-13 school year.

D. Action to appoint Jennifer Graham as Traip Kitchen Assistant Manager for the remainder of the 2012-13 school year.

It was **MOVED** Kim Bedard, **SECONDED** by Gavin Barbour and **VOTED** 7-0-0 with Student Representative, Jessica Batchelder, in favor to appoint Jennifer Graham as Traip Kitchen Assistant Manager for the remainder of the 2012-13 school year.

IX. COMMITTEES AND REPORTS:

- A. Finance Committee:** The Finance Committee met. It was noted that the transfer of funds to reserve accounts need to be placed on the April Agenda.
- B. Policy Committee:** The Policy Committee has not met. They are scheduled to meet on Monday, March 11, 2013.
- C. CIP Committee:** The CIP Committee has not met.
- D. Shared Services Committee:** The Shared Services Committee has not met.
- E. ACIL - ACIL** has not met. They are scheduled to meet on March 27th.
- F. MSBA update:** MSBA met on Saturday, March 2 They met with Jim Rier and was told that there might be potential monies there that we may be able to obtain. This information will be shared to the Superintendent.

X. QUESTIONS/COMMENTS/CONCERNS:

Julie Dow thanked everyone for their work through the budget process.

Kim Bedard commented that she spent a day at Shapleigh and found it very informative. She

noted that Green Team students are seeking donations of bird food and bird houses and would be very appreciative.

XI. ADJOURNMENT:

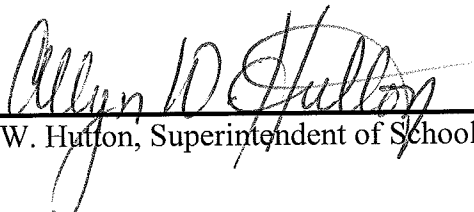
It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED 7-0-0** unanimously on a **VOICE VOTE** with Student Representative, Jessica Batchelder, in favor to adjourn at 7:42 p.m..

Submitted by:

Janis Marshall-Colby, Recorder

Approved by Kittery School Committee:

March 27, 2013


Allyn W. Hutton, Superintendent of Schools

4-1-13
Date