

**KITTERY SCHOOL COMMITTEE**  
**Business Meeting**  
**6:30 p.m. - Town Hall Chambers - Tuesday, November 20, 2012**

**I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS**

- A. *The meeting was called to order* by Superintendent Allyn Hutton at 6:30 p.m.
- B. Newly elected School Committee members, Patti Ayer, Gavin Barbour and Robert Wiles were sworn into office by Maryann Place, Kittery Town Clerk.
- C. Superintendent Hutton, Patti Ayer, Gavin Barbour, David Batchelder, Kim Bedard, Julie Dow, Ken Lemont and Robert Wiles were present. Also present were school administrators.
- D. Election of Chairperson: Superintendent Hutton said the first item of business was to elect a chairperson and asked for nominations. It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard to nominate Ken Lemont for the position of Chair. There were no other nominations. **VOTED** 7-0-0 to approve.
- Election of Vice Chair: It was **MOVED** by Ken Lemont, **SECONDED** by Kim Bedard to nominate David Batchelder for the position of Vice Chair. There were no other nominations. **VOTED** 7-0-0 to approve.
- E. *Warrants:*  
It was **MOVED** by Patti Ayer, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to approve the warrants.
- F. *Adjustments to the Agenda:* Added VII.C (Appoint Kelly Moulton as Special Education teacher at Mitchell School)
- G. *Approval of the minutes of the meeting:*  
The Minutes of the November 6, 2012 were approved as amended.

**II. PUBLIC COMMENT None**

**III. CORRESPONDENCE None**

**IV. STAFF REPORTS/PRESENTATIONS**

- A. David Foster, Mitchell School Principal, submitted a written report and reviewed the news from Mitchell School for the month of October/November 2012.
- B. Wanda Avery, Shapleigh School Principal, submitted a written report and reviewed the news from Shapleigh School for the month of October/November 2012.
- C. Eric Waddell, Traip Academy Principal, submitted a written report and reviewed the news from Traip Academy for the month of October/November 2012.
- D. Jen Hall, Business Manager, submitted a written report and reviewed the district finances.

**V. UNFINISHED BUSINESS**

- A. Discuss Odyssey of the Mind program proposal  
The proposal will be modified and will be included in the FYI December 4<sup>th</sup> School Committee packet.

**VI. SUPERINTENDENT'S REPORT**

- A. Resignation/Retirement - None

**VII. NEW BUSINESS**

- A. Take action to appoint the following co-curricular positions:  
It was **MOVED** by Kim Bedard, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 in favor to approve the following co-curricular positions.

1. Jennifer Thayer, Shapleigh Green Team
3. Andrew Grupp, Traip 1<sup>st</sup> Team Boys Basketball Coach

Superintendent Hutton recommended tabling #2 and #4 pending further information.

2. Hillary Humiston, Shapleigh Homework Club (*TABLED*)
4. Tyler Metevier, Traip JV Girls Basketball Coach (*TABLED*)

- B. Take action on *second* reading of the following policies:  
It was **MOVED** by Julie Dow **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to approve the *second* reading of the following policies.

1. GBN - Family and Medical Leave
2. GCGA - Substitute Teachers
3. GCQCA - School Department Employee References

- C. Take action to appoint Kelly Moulton as Special Education teacher at Mitchell School for the remainder of the 2012-13 school year

It was **MOVED** by Kim Bedard, **SECONDED** by Bob Wiles and **VOTED** 7-0-0 in favor to appoint Kelly Moulton as Special Education teacher at Mitchell School for the remainder of the 2012-13 school year.

**VIII. COMMITTEES and REPORTS**

- A. Finance Committee: Met today, Auditor scheduled for December 4<sup>th</sup>.
- B. Policy Committee: Next meeting will be November 27<sup>th</sup>.
- C. CIP Committee: None
- D. Shared Services Committee: Met today, proposal on December 4<sup>th</sup> agenda.
- E. ACIL: Next meeting will be November 28<sup>th</sup>.
- F. MSBA Update: Will meet in January 2013.
- G. Other Committee

**IX. QUESTIONS/COMMENTS/CONCERNS**

1. Julie: Welcomed new School Committee members.
2. Kim: Welcomed new School Committee members.
3. David: Welcomed new School Committee members.
4. Patti: Welcomed new School Committee members.

5. Gavin: Questions about School Committee procedures.
6. Bob: Questions about School Committee procedures.

**X. EXECUTIVE SESSION**

A. Legal Matter

It was **MOVED** by Julie Dow, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 in favor to enter into Executive Session to consider a legal matter pursuant to 1 M.R.S.A. §405(6)(E) at 8:22 p.m.

It was **MOVED** by Kim Bedard, **SECONDED** by Julie Dow and **VOTED** 7-0-0 in favor to exit the Executive Session at 8:30 p.m.

**XI. ACTION ON EXECUTIVE SESSION**

**XII. ADJOURNMENT**

It was **MOVED** by Bob Wiles, **SECONDED** by Gavin Barbour and unanimously on a **VOICE VOTE** to adjourn at 8:31 p.m.

Approved by Kittery School Committee: December 4, 2012

*Allyn W. Hutton*

*December 4, 2012*

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Allyn W. Hutton, Superintendent of Schools

Date