

TO: SCHOOL COMMITTEE
FROM: ERIC WADDELL
DATE: MAY 14, 2018
RE: REPORT FOR **MAY 15th SCHOOL COMMITTEE MEETING**

I am looking forward to our second May meeting! These are busy times in our schools (and our Central Office!). I will do my very best to keep you organized and well informed during these next three business meetings which will be filled with our regular business, staff/student presentations, retirement honors, and hiring of new staff for the 2018-19 school year. Hold onto your hats! First, allow me to walk you through our agenda for the May 15th meeting:

- First of all, there are two small adjustments to the agenda that Chairwoman Dow will announce at the start of the meeting. The Civil Rights Initiative presentation is set for June 5th (I'm sorry it got into the May 15th agenda). The students and advisors are excited to share their work with you from this school year, and Mr. Kiernan will also be on hand to offer an update on the KAFA (another domain of the Kittery Civil Rights Initiative). He has been attending those meetings as the KSD liaison. We will also be holding off on a couple extra-curricular nominations from Mr. Roberge at his and my request until the June 5th meeting (nothing wrong...no worries!).
- Speaking of the June 5th School Committee meeting, we will be honoring our five retirees that evening. Together, these five retirees have contributed 150 years of service to our School District, and they will be missed!
- Under my report, I will announce that Mr. Sanborn will be leaving Traip Academy after four years. As a resident of Portland, Mr. Sanborn has been commuting each day, and the trip is wearing on him and his car. He has secured a teaching position in a district much closer to his home. He will surely be missed at Traip Academy.

Also under my report, I will be making the following announcements as a result of the recent Finance Committee meeting:

- The Facilities Committee has recommended to the Finance Committee to change vendors for the Central Office expansion which the School Committee has already approved. In order to complete the project this summer, we will go with Andrews Construction. The HVAC vendor will remain the same.
 - The Library student conference room project (often referred to as the 'fish bowl' project) was approved by the Finance Committee as a CIP project at a cost of \$12,974 which includes installation.
 - The Finance Committee also approved the cafeteria table CIP project for Shapleigh School and Traip Academy at a cost of \$34,620.20.
- Under section VII (New Business) you will take action on nominations from Mr. Roberge for several fall and winter coaching positions. The remaining positions will be filled at the June 5th or 19th meeting. Mr. Roberge is working on those nominations now.

- The OM trip to Iowa State University is set for Memorial Day weekend. You will take action for final approval. The completed application was included in your materials.
- The Policy Committee is moving forward with three policies for your consideration for 'first read.' With your approval, I will post all three policies on our website for input and share that with you before the June 5th meeting. Chairwoman Dow and Mrs. Gilbert serve on the Policy Committee and can answer any questions you may have about the policy revisions.
- I am presenting you with two requests for funding from the Student Success Reserve Fund. One is for the Shapleigh School OM trip to World Finals, and the other is from Principal Drisko regarding a student who has qualified to represent Maine at the National History Day Competition in Washington DC. The School Committee elected to support students for the very same programs in 2017 (although the participating students are different!).
- Chairwoman Dow will ask you to consider summer workshop dates and times. As a reference, last August, the School Committee/Leadership Team workshop schedule was as follows:

- ★ Tuesday, August 22, 2017 5:00 - 8:00 PM
- ★ Wednesday, August 23, 2017 5:00 - 8:00 PM

The leadership team joined the School Committee on day one and then had a leadership team retreat in the afternoon of day two. Actually, they did come for the second evening session as well (the plan was for them to come only for the beginning, but most stayed!). My recommendation would be to follow the same format as last summer, and the leadership team is requesting these dates/times:

- ★ Wednesday, August 15, 2018 5:00 - 8:00 PM
- ★ Thursday, August 16, 2018 5:00 - 8:00 PM

The leadership team intends to hold its own meeting on August 16th from noon - 3:00 PM. This will enable the two groups (LT and School Committee) to work together on August 15th, and then work independently on August 16th (and then to come back together if necessary in the evening of day two). We can invite Michelle Milstein, GSP Coach, to be our facilitator as we prepare a direction for the 2018-19 school year.

That takes care of the details involving the business meeting. There is so much going on these days in our schools that it is almost impossible to capture the highlights for my report (what would I leave out?). Instead, I posed this question to the Leadership Team. "What are the three things that you want the School Committee (and general public) to know as we look at the last five weeks of school?" Here are some highlights:

- **Ms. Durgin** reports that Myra Cutts is retiring as the administrative assistant for the Special Services Department after 18 years. Myra is the heart and soul of the department! She is well respected and adored by all members of the Special Services Department. We are thrilled that Sarah Lane will be taking over Myra's position in July.

- **Mr. Roberge** hopes that you and the public are aware that seniors will be recognized for their contributions on our spring sports team as follows:
 - 5/21 Varsity Softball - 3:30 PM at Shapleigh Field
 - 5/21 Varsity Baseball - 4:00 PM at Memorial Field
 - 5/29 Boys Lacrosse - 4:30 PM Haley Field
 - Boys and Girls in Outdoor Track & Field will be honored at the Spring Sports Awards Ceremony (date TBA)

Mr. Roberge also encourages everyone to keep an eye on the MPA Spring Sports post-season tournament/championship schedules. The first post-season event is the Western Maine Conference Track & Field Championships on May 26th at Lake Regional HS, and ends with baseball and softball state championship games on Saturday, June 16th. Keep an eye on Traip Academy website and Twitter feed for up-to-date reports on our teams!

Finally, the Kittery Memorial Day Parade is Saturday, May 26th and begins at 9:00 AM. The parade will feature the Traip Academy marching band under the direction of Mr. Wescott.

- **Ms. Gamache** mentioned that the entire Mitchell Primary School will go to Ft. Foster on June 12th for a day of fun (rain date is June 13). Students will participate in field day-type activities and enjoy a lunch at the pavilion.

Third graders will join Mrs. Rickerich and Mrs. Nucci at Kittery Estates for Heart-to-Art celebration on Sunday, June 10th, at 2:00 PM. The students have been going to Kittery Estates to do art lessons with residents there.

The Kittery After-Hours Rotary Club will be hosting a book swap at Mitchell Primary School. Families can send in gently used books that they would like to 'retire' from their home libraries for the event. On June 8th, each student will have the opportunity to choose books to take home for summer reading.

- **Principal Ellis** notes that Shapleigh School is looking forward to their last 'special event' early dismissal day on May 16th. Students across grade levels will be engage in activities around their futures, including college and career exploration.

In addition, Mrs. Ellis writes "while we are lucky to always have the arts on display at Shapleigh School, we are looking forward to our final visual & performing arts demonstration! Stop by and view student artwork on display at KAA from May 10 through May 20th."

The 8th grade Promotion Ceremony is always a special night at Shapleigh School. Mrs. Ellis is looking forward to celebrating the 8th graders and their accomplishments on Monday, June 18th.

- **Mrs. Durost** noted that 'student step-up day' is an important upcoming event at Mitchell Primary School. In the next few weeks, they will be working on the important task of placing students into their new classes for the 2018-19 school year. There are so many

factors to consider when developing classroom communities for the next year. Children in grades K to 2 will 'step up' and visit their new teacher on June 7th. The 3rd graders will be visiting Shapleigh School on June 8th. Many staff from Mitchell Primary School and Shapleigh School work together to make this a successful transition.

Mrs. Durost also noted that they are 'spring cleaning' at Mitchell! "We are working to clean and organize our storage areas," mentioned Mrs. Durost. "We have equipment, materials, and instructional supplies that are not being used. Some are obsolete and need to be properly discarded (in accordance with District policy, of course!), while other materials could be useful for our other teachers or with our other schools."

By the end of May, Mitchell Primary School will have completed four days of Kindergarten Registration. They will host an additional day in the summer for families who may arrive in Kittery during the summer months.

- **Ms. Woodside** is excited to report that the District PBL Facilitators Group will be meeting for their final two meetings in May and June. They will review what the District has accomplished this year, and continue to work on K-12 Competency Flow Charts.

On May 24th, the PBL Parent Advisory Groups at all three schools will come together for their final meeting of the year in the Traip Academy library, 6:30 PM. The joint meeting will focus on the following:

- Quick presentation from the three schools on the focus (challenges; triumphs; discussion points; work in the buildings) of this year's meetings
- Information on college admissions and the PBL delivery model (what's real and what's not?)
- Traip Academy's first PBL transcript and the PBL journey for the Class of 2018
- Looking ahead to next year...next PBL steps in the three schools

Ms. Woodside is also eager to hire an additional ESL teacher to serve the needs of our ELL population more effectively at Traip Academy. Currently, there are 21 students receiving ESL services from a .4 FTE ESL teacher (Mrs. Webb). Ms. Woodside is happy to report that WIDA testing is complete! (WIDA actually represents the three original states that comprised the grant consortium--**Wisconsin**, **Delaware**, and **Arkansas**).

- **Mrs. Beach** reports that Shapleigh School's biggest event of the year, Celebration of Learning, is coming up on June 6th from 4:00 - 8:00 PM. Every student and teacher will have work on display!

Shapleigh School students are very excited for Spirit Week which will end with the school's annual Field Day! Spirit Week will be happening on June 11 - 15.

Many Shapleigh School students in grades 4 - 8 have been working on their writing skills with teachers and staff from The Telling Room. Students' works have been published and the book release will happen on May 29th at the Star Theatre. All are welcome!

- **Mr. Drisko** wants you to know that the Traip Academy's annual Commencement is set for Friday, June 15th, 6:00 PM at the Traip Academy Gymnasium. The keynote address will be presented by Dr. Glenn Cummings, President of the University of Southern Maine. A ticket is required for admission, and Mrs. Schoff will be reaching out to School Committee members to determine who would like to attend. Mr. Drisko hopes to see you there for his first Traip Academy Commencement ceremony.

Senior Capstone Presentations will be delivered by seniors on May 23 and May 24, according to Mr. Drisko. I have shared the live schedule with you, and I will have some printed copies at the meeting (although the schedule may change, so please do check out the live schedule). These presentations are open to the public, and they are fascinating! Be sure to leave yourself enough time to check in at the main office and to find the room location before the presentation begins.

Principal Drisko reports that 8th grade step up day is Tuesday, May 15th, in the morning. Students will head over from Shapleigh School for a visit while classes are in session. That will give them a true sense of what the school 'feels' like. The next step in the orientation process will be presenting the 8th graders with their preliminary 2018-19 class schedule. These students will enjoy a full day of orientation on Tuesday, September 4th, when they will be treated to a fun and engaging day hosted by Student-2-Student and the Traip Academy administration and staff.

Looking Ahead

- May 17 ~ TADA Stage & Screen Cabaret Traip Academy 6:00 PM
- May 18 & 19 ~ Traip Academy Greenhouse Plant Sale
- May 20 ~ Kittery Fire Assoc. 5K 9:00 AM
- May 21 ~ Traip Academy College & Financial Aid Night 6:00 PM
- May 22 ~ Stop the Stigma: Conversation on Opioid Crisis at KCC 6:00 PM
- May 30 ~ Traip Academy Spring Concert Star Theatre 7:00 PM
- May 31 ~ Shapleigh School Spring Concert 5:30 PM
- June 4 ~ Kittery Adult Education Graduation 6:00 PM
- June 12 ~ Town of Kittery School Budget Referendum Vote