

Kittery School Committee Meeting
05 August 2008 - 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 Pelletier at 6:30 p.m. Supt. Littlefield, Ken Lemont, Kim Bedard, Bill Furbush, David Batchelder, and Patti Ayer were present. Glennis Wright was excused absent. Lauren Kennison, Student Board Member, was present. Also present were staff, press and State Representative Walter Wheeler.

C. Adjustments to the Agenda: None.

D. Minutes:

The Minutes of July 15, were approved as amended.

E. Student Advisory Member Report:

Lauren reported that the new light system at Traip is working well. Wanda Avery is setting up her office and getting settled in.

II. PUBLIC COMMENT: None.

III. CORRESPONDENCE:

Correspondence was included in the FYI packet.

IV. STAFF REPORTS: None.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. Action to appoint Shapleigh Middle School Assistant Principal.

It was **MOVED** by Kim Bedard, **SECONDED** by David Batchelder and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve the Superintendent's recommendation to appoint Misty McBrierty as Shapleigh Middle School Assistant Principal for the 2008-09 school year.

B. Action to appoint Ann Marie Burley as Ed Tech I/Office Aide at Traip Academy.

It was **MOVED** by Kim Bedard, **SECONDED** by Bill Furbush and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison, in favor to appoint Ann Marie Burley as Ed Tech I/Office Aide at Traip Academy for the 2008-09 school year.

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

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

1. Loren Bowley as Traip Varsity Field Hockey Coach for the 2008-09 school year.

2. Suz Watson as Traip Varsity Girls Soccer Coach for the 2008-09 school year.
3. Danielle Durgin as Traip Varsity Girls Soccer Coach for the 2008-09 school year.
4. Ron Ross as Traip Varsity Head Football Coach for the 2008-09 school year.
5. Steve Crowley as Traip Varsity Assistant Head Football Coach for the 2008-09 school year.
6. Ronald Lund as Traip Varsity Assistant Football Coach (Volunteer) for the 2008-09 school year.
7. Nathaniel Murphy as Traip Varsity Assistant Football Coach (Volunteer) for the 2008-09 school year.
8. Mike LaMarca as Traip Varsity Assistant Football Coach (Volunteer) for the 2008-09 school year.
9. Paul Marquis as Traip Varsity Head Boys Soccer Coach for the 2008-09 school year.
10. Bruce Merrill as Traip Boys/Girls Head Cross Country Coach for the 2008-09 school year.
11. Nate Duclos as Traip Fall Drama Coach for the 2008-09 school year.
12. Carla Landers as Traip Academy Assistant (Volunteer) for the 2008-09 school year.
13. Norman Michaud as Traip Yearbook Advisor for the 2008-09 school year.
14. Joan Donhauser as Traip Project Search Advisor for the 2008-09 school year.
15. Josh Gagnon as Traip Student Council Advisor for the 2008-09 school year.

D. Action on first reading of policies:

1. Policy ADAA - School System Commitment to Standards for Ethical and Responsible Behavior.
It was MOVED by Kim Bedard, SECONDED by Ken Lemont and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve first reading of Policy ADAA - School System Commitment to Standards for Ethical and Responsible Behavior.
2. Policy IHBAA - Referral/Pre-Referral of Students with Disabilities.
It was MOVED by Kim Bedard, SECONDED by Patti Ayer and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve first reading of Policy IHBAA - Referral/Pre-Referral of Students with Disabilities.
3. Policy IHBAG - Programming in the Least Restrictive Environment.
It was MOVED by Kim Bedard, SECONDED by Patti Ayer and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve first reading of Policy IHBAG - Programming in the Least Restrictive Environment

E. Action on second reading of Policy JRA - Student Education Records and Information.

It was MOVED by Kim Bedard, SECONDED by David Batchelder and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve second reading of Policy JRA - Student Education Records and Information

F. Action to discuss Feasibility Study.

Included in the Board's FYI packet is a copy of the email sent by WBRC and a draft timeline for the Mitchell project. The Shapleigh project will need to be factored into the schedule. Also included are copies of the statutes from Title 20A M.R.S.A. regarding closing and disposition of public school buildings.

Chair Pelletier reported that the meeting held on July 21, 2008 with Town Council went very well. He also noted that we should inform school administrators and staff as to what our plans are.

Patti Ayer reported that the Shared Services Committee meetings have been very positive. Chair Pelletier suggested that we add this committee report on our future agendas.

Kim Bedard suggested that we keep residents informed of our plans so there will be opportunities for input throughout the process.

David Batchelder suggested that we should get the word out that we will be setting up building committees for the projects and ask for public participation.

VII. SUPERINTENDENT'S REPORT:

- A. Supt. Littlefield reported that the lighting project is going very well. Traip and Frisbee have been completed and the EMC crew is now working at Shapleigh Middle School. In an effort to become more energy conscious and efficient, an inventory was done in each school by Jim L'Heureux to determine the number of small electrical appliances. As part of our energy conservation efforts, use of these appliances should be addressed. David Batchelder noted that we need to approach this issue in a positive manner as we are taking measures to help offset our energy costs. He suggested that we may want to include the Green Team at Traip. Student Board Member, Lauren Kennison, feels they should be involved.
- B. Supt. Littlefield reported that the roof project at Traip has been proceeding on schedule and should be completed within the next two weeks.
- C. Supt. Littlefield reported that several inquiries and resumes for the Business Manager/Fiscal Agent position have been received. The application period closes Friday, August 22. The interviewing team will consist of representatives from the school department and municipal side. Our goal is to have the position filled by October.
- D. Supt. Littlefield reported on current school vacancies. Grade 8 Language Arts one year position has been advertised and applications are being received. Wanda and Mike are having difficulty filling the 3/5 Health teacher position at Traip and are re-thinking how they may schedule current staff for health classes. The Ed Tech II position for technology

- E. Included in the FYI packet was a copy of a memo from Drummond Woodsum regarding required training in Maine's Freedom of Access Statute, and Certificate of Completion for the training. Elected officials are required to complete and document this training. Upon completion of the training, please return a completed certificate to Supt. Littlefield to be retained at Central Office.
- F. Included in the FYI packet was a memo from Chief Strong regarding budget cuts and the curtailment of the School Resource Office. This valuable service will be missed, but we Expect to continue to have police coverage at the schools as needed. Also due to budget cuts, the DA.R.E. program at Grade 5 will be eliminated for the 2008-09 school year.
- G. Supt. Littlefield reported that the Dept. of Education will be meeting tomorrow and discussing the need to provide a facilitator regarding school consolidation. He is expecting to be notified of their conclusion in the near future.

VIII. COMMITTEES AND REPORTS:

- A. Design Team: The Design Team is scheduled to meet on Wednesday, September 17, 2008.
- B. Town Council Information Report: None.
- C. Health Coordinating Team: The Health Coordinating Team has not met.
- D. Policy Committee: The Policy Committee met and discussed policies. The Policy Committee is scheduled to meet on Tuesday, August 12, 2008.
- E. MSBA Executive Committee: The MSBA Executive Committee is scheduled to meet on Saturday, September 6, 2008.
- F. Advisory Committee for Information Literacy: The Advisory Committee for Information Literacy is scheduled to meet on Wednesday, September 24, 2008.
- G. Legislative Committee: The Legislative Committee has not met.
- H. Finance Committee: The Finance Committee met on Tuesday, August 5, 2008.
- I. Energy Committee: The Energy Committee met on July 21, 2008. Committee members are presently identifying vehicle wait time and amount of gas a vehicle burns during this time on the bridge between Kittery and Portsmouth, NH.

IX. QUESTIONS/COMMENTS/CONCERNS:

Ken Lemont questioned if the district would have any interest in the possibility of considering a former teacher/retired for the 3/5 Health Teacher position?

David Batchelder thanked Rep. Wheeler and Senator Bowman for their legislative sentiment to Marcia Ryder. It was a beautiful tribute. He also commented that tomorrow, August 6, 2008, NHPR will be broadcasting a show highlighting high schools in the future at 9 A.M.

Kim Bedard commented that she is looking forward to the reports from the Curriculum Coordinator and Technology Coordinator.

Patti Ayer commented that she was pleased that 38% of our students received honors in the 4th quarter. Congratulations to the students. Also she commented that we need to set up time to start the goal setting process.

X. EXECUTIVE SESSION:

It was MOVED by David Batchelder, SECONDED by Kim Bedard and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to enter into Executive Session in accordance with MRSA ss 405(6)(D) to discuss administrative contracts and personnel at 7:27 p.m

It was MOVED by Patti Ayer, SECONDED by Ken Lemont and VOTED 6-0-0 to come out of Executive Session at 8:30 p.m.

XI. ACTION ON EXECUTIVE SESSION:

It was MOVED by Kim Bedard, SECONDED by David Batchelder and VOTED 6-0-0 to acknowledge the retirement of Superintendent Littlefield effective August 31, 2008.

XII. ADJOURNMENT:

It was MOVED by Ken Lemont, SECONDED by Bill Furbush and VOTED unanimously 6-0-0 on a VOICE VOTE to adjourn at 8:32 p.m.

Respectfully submitted by _____ Date: August 5, 2008
Janis Marshall-Colby, Recorder

Larry Littlefield, Superintendent of Schools Date: August 5, 2008

APPROVED BY SCHOOL COMMITTEE: August 19, 2008

