

**KITTERY SCHOOL COMMITTEE MEETING
MINUTES OF AUGUST 18, 2009
COUNCIL CHAMBERS – TOWN OFFICE**

I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:

- A. Call to Order: Chair Pelletier called the meeting to order at 6:30 p.m.
- B. Roll Call: Present were Bill Furbush, David Batchelder, Patti Ayer, Glennis Wright, Ken Lemont, Chair Jeffrey Pelletier and Student Advisory Member Lauren Kennison. Kim Bedard was excused absent. Also in attendance were: Business Manager Sheri Rockburn, school administrators, members of the community and substitute recorder, Barbara Boggiano.
- C. Adjustments to agenda: None
- D. Approval of the Minutes of the Meeting held on August 4, 2009: Patti Ayer clarified her comments regarding use of the website to convey a whole array of information and not just policies. Chair Pelletier accepted the minutes as amended.
- E. Student Advisory Member Report: Lauren Kennison reported that the fall sports have started. Senior class reps met with Mr. Roberge and Mrs. Avery to discuss getting the students more involved academically and felt this will be a good year. She said it was a very productive meeting and they are looking forward to making changes. Student representatives will attend the opening day for the freshmen to help in the orientation and speak about Traip activities.

II. PUBLIC COMMENT: Chair Pelletier opened the meeting for public comment. Gil Robert wanted to know if the School Committee had met with SAD 35 yet, then asked when the meeting will be held. He said that at the last SAD #35 Board meeting he attended, Supt. Bearden made a comment regarding tuitioning out Traip students to Marshwood. Looking at comparisons between Traip and Marshwood, there are significant disparities. He said the cost per pupil is less for SAD #35 and there could be a savings of almost \$1 million dollars to the town. He asked how do we achieve the same results for the same amount of money if the students stay at Traip?

Mr. Robert questioned when the superintendent would be responding to his request for documents and financial information as conveyed in his email.

Mr. Robert said he wanted to discuss the issue regarding grades being changed, but he was not at the meeting to dispute Chairman Pelletier's daughter's grades. He cited the name of a former staff member who claimed to have information about this.

Julie Robert questioned getting up to date information on the Shapleigh website, and if the website would be ready before school starts. She also noted that work has started on the playground at Shapleigh Middle School.

Asking if anyone else wanted to speak, and hearing none, Chair Pelletier closed public comment.

III. CORRESPONDENCE:

- A. Acknowledge Receipt of Correspondence. Supt Littlefield said the Board had information regarding the summer academics in their packet.

IV. STAFF REPORTS: None

V. UNFINISHED BUSINESS: None

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VI. NEW BUSINESS:

A. Take action on Superintendent's recommendation to appoint the following for the 2009-10 school year:

1. It was MOVED by Glennis Wright, SECONDED by Bill Furbush and VOTED 6-0-0, with Student Board member Lauren Kennison in favor to approve the Superintendent's nomination of Heidi Williams as Traip Academy History Teacher for the 2009-10 school year.
2. It was MOVED by Glennis Wright, SECONDED by Patti Ayer, and VOTED 6-0-0, with Student Board member Lauren Kennison in favor, to approve the Superintendent's nomination of John Kane as Traip Academy Math Teacher for the 2009-10 school year.
3. It was MOVED by Glennis Wright, SECONDED by Bill Furbush and VOTED 6-0-0 with Student Board member Lauren Kennison in favor to approve the Superintendent's nomination of Douglas Bertrand as Shapleigh Middle School Math Teacher for the 2009-10 school year.
4. It was MOVED Glennis Wright, SECONDED by Patti Ayer, and VOTED 6-0-0, with Student Board member Lauren Kennison in favor to approve the Superintendent's nomination of Michael Gardner as Traip Academy Educational Technician III for the 2009-10 school year.

B. Take action on the following appointments:

1. Affirmative Action/Harassment Investigation Officer – David Foster. It was MOVED by Glennis Wright, SECONDED by Patti Ayer, and VOTED 6-0-0, with Student Board member Lauren Kennison in favor to approve the Superintendent's recommendation of David Foster as Affirmative Action/Harassment Investigation Officer for the 2009-10 school year.
2. School Physician – Dr. Edward McAbee: It was MOVED by Glennis Wright, SECONDED by Patti Ayer, and VOTED 6-0-0 with Student Board member Lauren Kennison in favor to approve the Superintendent's recommendation to appoint Dr. Edward McAbee as School Physician for the 2009-10 school year.

C. Take action to review and determine expenditure of ARRA Stimulus Funds received for FY09.

Supt. Littlefield noted that at the last meeting, the Board discussed Sheri Rockburn's memo regarding the FY 09 and FY 10 stimulus funds (ARRA). The Kittery School Dept. received \$102,500 in ARRA Stabilization Funds in June for FY 09, and the superintendent asked the Board consider several items for possible use of these funds. The funds can be spent over the course of the year. The following list of items was presented and discussed individually.

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| • Security System at Shapleigh and Traip | \$50,000 |
| • Cameras for Buses | 2,000 |
| • Playground Equipment at Shapleigh | 16,500 |
| • Climbing Wall at Traip | 5,000 |
| • School News Publications | 3,800 |
| • Graduate Follow-up Services | 1,200 |
| • Traip technology | 10,000 |
| • Traip NEASC accreditation (Staff Development) | 6,500 |

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Following the discussion, Supt. Littlefield asked for consensus on expending \$16,500 toward the playground equipment, and \$5,000 toward the climbing wall. Chairman Pelletier polled the Board and determined there was consensus to expend the funds for these two items.

Ms. Rockburn stated that she will keep the Board apprised of information about allowable expenditures of ARRA funds.

VII. SUPERINTENDENT'S REPORT:

A. Resignation/Retirement – none

Supt. Littlefield noted the memo from Marilyn Woodside regarding the Summer Academy work on curriculum mapping. He said he was pleased that so many teachers participated in this important work. The final product will soon be posted on the website.

Supt. Littlefield stated that the scheduled meeting with SAD #35 Board representatives will be held at 5:30 on Wednesday, September 2nd at Marshwood High School.

Supt. Littlefield said that the playground work is progressing well, and will be completed and ready for students on opening day.

Supt. Littlefield said the phone system at Shapleigh is being replaced and will also serve as the hub for town-wide connectivity to all departments.

Supt. Littlefield said on Thursday, Wendy Gilbert, nurse supervisor, will attend the state-wide summit on the seasonal flu and the H1N1 swine flu, and will bring back more definitive information about the immunization program that the school department will be involved in.

Supt. Littlefield noted that the new staff orientation is next Tuesday. On Wednesday and Thursday, August 27-27, all staff return for the opening workshops.

VIII. COMMITTEES AND REPORTS:

A. Design Team – has not met

B. Town Council Information – no report

C. Health Coordinating Team – the committee will be meet on Wednesday, Sept. 2nd

D. Policy Committee – Patti Ayer said that they will meet next Tuesday

E. MSBA Executive Committee – no report

F. Advisory Committee for Information Literacy – no report

G. Legislative Committee – has not met

H. Finance – The committee met this afternoon and she will address items in her minutes.

I. Energy Committee – has not met

J. Shared Services – David reported that a meeting is being scheduled in Sept.

K. Building Committee – Mitchell/Shapleigh – David reported that the committee has met twice and elected Jim Anderson as Chair and Tom Emerson as Vice Chair. The committee reviewed six architectural firm's responses to the RFQ, and selected three for interviews next week. He expects that there will be a recommendation for the next School Committee meeting on Sept. 1st.

L. Kittery/SAD #35 Joint Board Committee – the committee will be meeting at 5:30 pm on Wednesday, September 2nd at Marshwood.

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IX. QUESTIONS/COMMENTS/CONCERNS:

Lauren Kennison asked if the Shapleigh website will have a general contact list before school starts for 4th and 5th graders.

Ken Lemont congratulated Bill Furbush on the new addition to his family.

Glennis Wright asked where the state summit on the flu was being held. (Augusta)

Bill Furbush thanked Marilyn Woodside and the teachers for their mapping and curriculum work this summer - excited to see this work.

David Batchelder suggested that the Committee spend time to look at how technology is used throughout the district. We have invested a great deal in technology and feels we need clarity regarding our plan and integration in the curriculum from the full K-12 perspective. He suggested developing a “white paper” that would help in the upcoming budget process.

Patti Ayer suggested that the Board get an update on the merger of the financial system between the town and school department. It was noted that the Business Manager will be giving the Board monthly status reports on the budget.

Glennis Wright wanted to know what funds have been put into the food program. Patti noted that the issue of the food program deficit was raised in the audit and will be addressed. Glennis inquired about the possibility of using stimulus funds for this. Ms. Rockburn stated that the auditors will start their work in mid September.

David Batchelder asked if there are any outstanding maintenance issues that need to be taken care of before school opens. Supt. Littlefield noted that there has been recent work on the Shapleigh sewer system, but it will not have any impact on the opening of school.

Chairman Pelletier inquired about plans for the first few weeks of school at Shapleigh to identify any transition issues as a result of the re-configuration of the schools. He wants staff to feel comfortable identifying and addressing issues as they develop. In regard to the allegations raised during public comment by Gil Robert about Mr. Pelletier’s daughter’s grades at Traip Academy, he requested that Ken Lemont serve as a neutral representative on his behalf to conduct an impartial inquiry into this issue and report back to the Board

X. EXECUTIVE SESSION: It was MOVED by Chairman Pelletier, SECONDED by Glennis Wright, and VOTED 6-0-0 to go into Executive Session in accordance with 1 MRSA ss 405(6)(D) to discuss negotiations at 7:55 p.m.

It was MOVED by Chairman Pelletier, SECONDED by Glennis Wright and VOTED 6-0-0 to come out of Executive Session at 8:27 p.m.

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- XI. ACTION ON EXECUTIVE SESSION: It was MOVED by Chairman Pelletier, SECONDED by Glennis Wright and VOTED 6-0-0 to approve the salary increase for the Shapleigh Assistant Principal for the 2009-10 school year.
- XII. ADJOURN: It was MOVED by Chairman Pelletier, SECONDED by Glennis Wright, and VOTED on a unanimous voice vote to adjourn at 8:28 p.m.

Respectfully submitted,

Barbara Boggiano
Barbara Boggiano, Substitute Recording Secretary

Approved by: Larry Littlefield
Larry Littlefield, Supt. of Schools

Date Approved: September 1, 2009