

Kittery School Committee Meeting
04 August 2009 - 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, Kim Bedard, Glennis Wright, Patti Ayer, David Batchelder, and Bill Furbush were present. Ken Lemont was excused absent. Student Board Member, Lauren Kennison, was present. Also present were school administrators, staff, members of the public and press.

C. Adjustment to the Agenda:

Adjustment to the Agenda was an Addendum VI.C3, New Business.

Adjustment to the Agenda was an Addendum VI.C4, New Business.

Adjustment to the Agenda was an Addendum VI.C5, New Business.

Adjustment to the Agenda was to add discussion regarding memo about ARRA Stimulus Update from Sheri Rockburn, Business Manager, at end of Item VII. Superintendent's Report.

D. Minutes:

The Minutes of July 21, 2009 were approved as amended.

E. Student Advisory Member Report:

Student Board Member, Lauren Kennison reported that summer has been busy and she is looking forward to returning to school in the fall.

II. PUBLIC COMMENT:

Sally Sullivan, support staff member at Shapleigh, extended appreciation to Marilyn Woodside, Curriculum Coordinator, and the Board for providing monies for staff to be able to attend professional development/curriculum academies this summer. She noted that she had just attended a teacher's workshop at Wentworth By The Sea regarding language and reading and found it to be very informative. She hopes that when future budgets are discussed, the Board will look at professional development more closely so other teachers could have the opportunity to attend future seminars. She also hopes the Frisbee staff in some way will be honored for all the hard work they put in preparing their classrooms for the move to Shapleigh and Mitchell at the end of the year and getting their new classrooms ready for the students during the summer months. She personally would like to thank the staff for a job well done.

Chair Pelletier thanked Sally for her comments.

III. CORRESPONDENCE:

All correspondence was included in the FYI packet.

IV. STAFF REPORTS: None.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. Action to review bus transportation routes for the 2009-10 school year.

Supt. Littlefield reported that he has worked with Brian Trafton at the bus company to revise the 2 Traip Academy bus runs. He reviewed the bus routes noting that 4 stops on the Kittery Point run for Traip Academy have been added in order to create a broader sweep for more students. Brian believes that the additional stops, now totaling 18 for the Kittery Point run, can be done within the allocated running time. Together with the 19 stops on the other Kittery run, we have a total of 37 pre-selected pickup/drop off sites for Traip Academy students. He noted that the length of the school day has been adjusted so that each school will be in session for 6 hours and 40 minutes each day.

Supt. Littlefield reported that Brian is finalizing the K-12 schedules. We will publish them for the public and parents as soon as they are completed. He also noted that the Policy Committee also drafted a revision to our current bus policy: EEA - Student Transportation Services. It has gone out for comment and input.

Chair Pelletier thanked Supt. Littlefield, the Bus Transportation Committee, and Ledgemere Bus Company for all their work.

B. Action to appoint the Mitchell/Shapleigh Building Committee.

It was MOVED by Chair Pelletier, SECONDED by Glennis Wright and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve the Superintendent's recommendation to appoint the following to the Mitchell/Shapleigh Building Committee:

School Committee:	David Batchelder
Town Council:	George Dow
Mitchell Administrator:	David Foster
Mitchell Teacher:	Delight Butler
Shapleigh Administrator:	Misty McBrierty
Shapleigh Teacher:	Doreen Carson
Public Representative:	Jim Andersen
Public Representative:	Tom Emerson
Public Representative:	Garrett Scholes
Alternate Public Rep:	Christopher Reeves

C. Action on Superintendent's recommendation to appoint the following for the 2009-10 school year:

1. It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 6-0-0 with Student Board Member, Lauren Kennison in favor to approve the Superintendent's nomination of Kristen Fowler as Special Education Teacher, Mitchell Primary School for the 2009-10 school year.
2. It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 6-0-0

with Student Board Member, Lauren Kennison in favor to approve the Superintendent's nomination of Gabrielle McCahan as Special Education Teacher, Shapleigh Middle School for the 2009-10 school year.

3. It was **MOVED** by Glennis Wright, **SECONDED** by Kim Bedard and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison in favor to approve the Superintendent's nomination of Heather Normandin as Educational Technician II, Mitchell Primary School for the 2009-10 school year.
4. It was **MOVED** by Glennis Wright, **SECONDED** by Kim Bedard and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison in favor to approve the Superintendent's nomination of Elaine Ockerbloom as Educational Technician II, Mitchell Primary School for the 2009-10 school year.
5. It was **MOVED** by Glennis Wright, **SECONDED** by Kim Bedard and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison in favor to approve the Superintendent's nomination of Emily Foster as Educational Technician II, Shapleigh Middle School for the 2009-10 school year.

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

It was **MOVED** by Kim Bedard, **SECONDED** by Glennis Wright and **VOTED** 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve the Superintendent's recommendation to appoint the following co-curricular positions:

1. Jane During as Traip Fall Cheering Coach for the 2009-10 school year.
2. Ron Ross as Traip Co-Head Varsity Football Coach for the 2009-10 school year.
3. Steven Crowley as Traip Co-Head Varsity Football Coach for the 2009-10 school year.
4. Adam Gray as Traip Assistant Football Coach for the 2009-10 school year.
5. Nathaniel Murphy as Traip Assistant Football Coach for the 2009-10 school year.
6. Garrett Robinson as Traip Assistant Football Coach (volunteer) for the 2009-10 school year.
7. Ronald Lund as Traip Assistant Football Coach (volunteer) for the 2009-10 school year.
8. Paul Marquis as Traip Varsity Boys Soccer Coach for the 2009-10 school year.
9. Donald Gagnon as Traip JV Boys Soccer Coach for the 2009-10 school year.
10. Larissa Simonds as Traip JV Girls Soccer Coach for the 2009-10 school year.
11. Suz Watson as Traip Varsity Soccer Coach for the 2009-10 school year.
12. Bruce Merrill as Traip Boys/Girls Cross Country Coach for the 2009-10 school year.
13. Kate Sheldon as Traip Varsity Field Hockey Coach for the 2009-10 school year.

E. Action on second reading of policies:

1. JFABD - Admission of Homeless Student.

It was **MOVED** by Chair Pelletier, **SECONDED** by Glennis Wright and **VOTED**

6-0-0 with Student Board Member, Lauren Kennison, in favor to approve the second reading of policy JFABD - Admission of Homeless Student.

2. JFCK - Student Use of Cellular Telephones and Other Electronic Devices.
It was MOVED by Chair Pelletier, SECONDED by Glennis Wright and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to approve second reading of policy JFCK - Student Use of Cellular Telephones and Other Electronic Devices.

VII. SUPERINTENDENT'S REPORT:

- A. Supt. Littlefield reported that the Frisbee move continues to go well and is nearly complete. The administrators are reviewing the remaining items of equipment, furniture, and supplies this week to determine if we have any further use for them. Supt. Littlefield will prepare a list after the administrators are finished for the Town Manager to review for possible use by town departments. The Superintendent will then determine how to dispose of the remaining items. He also reported that the SAFE Program has been in full operation this summer and Head Start is prepared to start in the fall.
- B. Supt. Littlefield reported that on Monday, July 27, he met with 5 members of the PTA, Misty McBrierty, Pat O'Brien, and the representative from Learning Structures playground company to discuss installation of the playground. Phase I of this project will include excavating the area, preparing the site and installing several permanent pieces of playground equipment. The Learning Structures representative is preparing a diagram of equipment for Phase I and a cost estimate from the information gathered from their meeting. The goal is to have the playground ready for children by the opening of school.
- C. Supt. Littlefield reported we are moving ahead with replacement of the failing telephone system at Shapleigh. With the new installation, Shapleigh will also serve as the hub for the system that will provide direct connection among all the schools, town office and town departments.
- D. Supt. Littlefield invited Sheri Rockburn, Business Manager, to speak about her memo regarding expenditures of the Stimulus (ARRA) Funds. She reviewed the history noting that due to the economic shortfalls at the State level for 2009, the Dept. of Education ordered \$27 million to be cut from GPA. This resulted in a reduction to our state subsidy for FY09 by \$102,500. In order for Kittery to meet this reduction, all departments were asked to freeze spending across the board. In the spring, the State announced that it was receiving ARRA Funds to help offset the FY09 reduction in state subsidy. Kittery School's ARRA Stabilization Funds were received in June 2009 in the amount of \$102, 500. The overall goal is to spend these funds on one-time items that provide long term educational results. These funds need to be used by September 30, 2010.

It was the consensus of the Board to make this an agenda item for the next Board meeting.

Chair Pelletier thanked Sheri for her presentation.

VIII. COMMITTEES AND REPORTS:

- A. Design Team: The Design Team has not met.
- B. Town Council Information Report: No Report.
- C. Health Coordinating Team: The Health Coordinating Team has not met.
- D. Policy Committee: The Policy Committee is scheduled to meet on September 16, 2009.
- E. MSBA Executive Committee: The MSBA Executive Committee is schedule to meet on September 12, 2009.
- F. Advisory Committee for Information Literacy: The Advisory Committee for Information Literacy is scheduled to meet on October 28, 2009.
- G. Legislative Committee: The Legislative Committee has not met.
- H. Finance Committee: The Finance Committee met and minutes are included in the FYI packet.
- I. Energy Committee: The Energy Committee has not met.
- J. Shared Services Committee: The Shared Services Committee has not met.
- K. Building Committee- Mitchell/Shapleigh: The Building Committee - Mitchell/Shapleigh has not met. A meeting has been scheduled for Monday, August 10.
- L. Kittery/SAD #35 Joint Board Committee: The Committee has not met.

IX. QUESTIONS/COMMENTS/CONCERNS:

Glennis Wright commented that she received an email from the PTA in regards to moving the "No Idling" sign from Frisbee to Shapleigh Middle School.

David Batchelder thanked Sally Sullivan for her comments regarding the Frisbee staff.

Kim Bedard commented that she would like an update on the curriculum workshop before the Design Team meets. She also questioned if there was a place on the website where the

drafts for upcoming policies or policy changes could be made available for the public to view. She also commented that she has reviewed the websites. She noted that Mitchell looks great, Shapleigh and Traip need to be updated. She also thanked the staff for all the work they have done.

Patti Ayer questioned how the policy changes, district information, updates, ect. could be put on the website for input noting the fact that we are currently short staffed. She questioned whether it would be feasible to create another committee for this purpose or have a workshop to discuss communication. She thanked the staff for their hard work.

Bill Furbush thanked the Board for all their kind words on behalf of himself and his wife on the birth of their baby girl. He also thanked all the administrators and staff for all their hard work.

X. EXECUTIVE SESSION:

It was MOVED by Chair Pelletier, SECONDED by Glennis Wright and VOTED 6-0-0 with Student Board Member, Lauren Kennison, in favor to enter into an Executive Session in accordance with 1 MRSA ss 405(6)(D) to discuss negotiations at 8:03 p.m.

It was MOVED by Chair Pelletier, SECONDED by Bill Furbush and VOTED 6-0-0 in favor to come out of Executive Session at 9:10 p.m.

XI. ACTION ON EXECUTIVE SESSION: No action was taken.

XII. ADJOURNMENT:

It was MOVED by Chair Pelletier, SECONDED by Glennis Wright and VOTED unanimously on a VOICE VOTE to adjourn at 9:11 p.m.

Respectfully submitted by Janis Marshall-Colby Date: August 4, 2009
Janis Marshall-Colby, Recorder

Larry Littlefield Date: August 4, 2009
Larry Littlefield, Superintendent of Schools

APPROVED BY SCHOOL COMMITTEE: August 18, 2009