

Kittery School Committee Meeting
18 December 2007 - 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, Glennis Wright, Kim Bedard, Ken Lemont, Patti Ayer, Bill Furbish, and David Batchelder were

present. Student Board Member, Jessica Bedard was present. Also present were school administrators, Town Council member, George Dow, members of the public, and press.

C. Adjustments to the Agenda:

Adjustment to the Agenda was an Addendum VII., A, Superintendent's Report.

D. Minutes:

The Minutes of December 3, 2007 were approved as presented.

The Minutes of December 4, 2007 were approved as presented.

E. Student Advisory Member Report:

Traip held their Winter Carnival last week and it went very well. 700-800 items were collected for the Food Drive for needy families. The Christmas Concert was held at Traip on December 17, 2007 and it went very well. Winter Ball was held and over \$1,000 was raised for the Junior class. Winter sports are doing well. Progress reports were sent out to parents. Students are preparing for winter break. Today there was an incident of a bomb threat at Traip.

F. FY09 Budget Workshop - Administrators.

The Principals for Mitchell (David Foster), Frisbee (Greg Knight), Shapleigh (Wanda Avery), and Traip Academy (Pat Garnis and Mike Roberge) discussed their proposed FY08 Budgets during the workshop session with the Board. Jenifer Van Deusen, Curriculum Coordinator, Scott Nason, Technology Director, Jane Durgin, Special Education Director, Pauli Rines, Adult Education Director also discussed their proposed FY08 budgets.

Following the workshop, the Board thanked the principals for their presentations.

II. CORRESPONDENCE:

A letter was received from Susan A. Gendron, Commissioner of Education regarding Kittery's Reorganization Plan noting that we are not in compliance with the law.

III. PUBLIC COMMENT: None.

IV. STAFF REPORTS:

A. Technology - Scott Nason, Technology Director.

Scott Nason, Technology Director, updated the Board on Technology.

He used a Power Point presentation to review what has been done in each school to upgrade the computer systems. In Traip, the computer lab has been replaced with new Macs. Laptops have been provided to all Traip staff through the state program. The library has a new system called Alexandria. Also new photocopiers have been upgraded with network capability.

At Shapleigh Middle School the two computer labs have been condensed to one. There is now an additional mobile lab for grade 6.

At Frisbee Elementary School, e-walls have been constructed in the labs to reduce electrical use and improve computer performance. Some desktop units from Traip have been placed at Frisbee and Mitchell.

District-wide, software and hardware, NutriKids has been installed. Interactive boards are being implemented across the district. Scott continues to work with the Maine Educational Data Management system and NWEA. We are currently preparing to pilot a new electronics communications system.

A lot of changes have taken place in our district since Scott joined us. He continues to work with the staff with training and enhancing our systems.

Chair Pelletier thanked Scott for his presentation on behalf of the Board.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. Action on request for Sabbatical Leave.

Consensus of the Board is to acknowledge the request and schedule to meet in Executive Session at the January 15, 2008 meeting for further discussion with Peter Cady, Shapleigh Middle School teacher.

B. Action on final approval of Heritage Club overnight trip to Italy (April 17-24, 2008).

It was **MOVED** by Chair Pelletier, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Jessica Bedard, in favor to grant final approval of Heritage Club overnight trip to Italy (April 17-24, 2007.)

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

It was **MOVED** by Chair Pelletier, **SECONDED** by Kim Bedard and **VOTED** 7-0-0

with

Student Board Member, Jessica Bedard, in favor to approve the Superintendent's recommendation to appoint the following co-curricular positions:

1. Ellen Robinson as Shapleigh Intramural Fitness Group for the 2007-08 school year.
2. Ben Briggs as Traip Boys Basketball Assistant Coach - Volunteer for the 2007-08 school year.

D. Action on proposals for the Feasibility Study.

Consensus was to have Supt. Littlefield ask for further input and clarification from WBRC and Semple & Drane regarding the extent and sequence of the work plans that they have proposed and report back to the Board.

VII. SUPERINTENDENT'S REPORT:

A. Resignation/Retirement:

1. Pat Garnis, Traip Academy Principal.

It was **MOVED** by Chair Pelletier, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student board Member, Jessica Bedard, in favor to acknowledge the retirement of Pat Garnis, Traip Academy Principal with regret and thanks for many years of dedicated service and best wishes. Ken Lemont requested that a letter be sent to her thanking her for many years of service & best wishes on behalf of the Board..

- B.** Supt. Littlefield reported that Jane Durgin, Special Education Director, and her staff are in the process of interviewing several candidates for the ed tech vacancy in the Special Education program.
- C.** Included in the FYI packet is the calendar that includes the budget dates that were established at the last meeting and some key dates for the rest of the year.
- D.** Supt. Littlefield reported that he and Kittery Town Manager, Jon Carter, met with our auditor Ron Smith to discuss both the draft audit of our FY07 budgets and proposals that the auditor will make regarding possible efficiencies in the financial departments for the town and school department.
- E.** Supt. Littlefield reported that Doris Demers, Food Director, is doing an excellent job. Principals report that the programs are working very smoothly as the result of changes that she has made . Changes include menus, menu selections, serving routines, and food/supply ordering procedures.
- F.** Supt. Littlefield reported that he met with Jeff Wahlstrom to discuss our upcoming Board/Administrator retreat on Tuesday/Wednesday, January 8-9 at Captain Simeons. He is expecting to get a proposed outline from Jeff regarding the retreat.

It was **MOVED** by chair Pelletier, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Board Member, Jessica Bedard, in favor to extend the meeting past 10:00 p.m.

VIII. COMMITTEES AND REPORTS:

A. Design Team: The Design Team has not met.

B. Town Council Information Report: None.

C. Health Coordinating Team: The Health Coordinating Team has not met.

D. Policy Committee: The Policy Committee is scheduled to meet in January, 2008.

E. MSBA Executive Committee: The MSBA Executive Committee is scheduled to meet January 12, 2008.

F. Advisory Committee for Information Literacy: The Advisory Committee for Information Literacy has not met.

G. Legislative Committee: The Legislative Committee has not met.

H. Finance Committee: The Finance Committee met today, December 18, 2007.

IX. QUESTIONS/COMMENTS/CONCERNS:

Ken Lemont questioned what was happening with the backpack concern at Traip Academy. He also commented that we should continue to follow the process as we have regarding the consolidation law. He wished everyone a happy holiday season.

Kim Bedard commented that she attended the workshop on emails and has information if any Board member would like to review. She is looking forward to the Board retreat with the administrators.

Bill Furbish commented that he thought the workshop with the administrators was very productive. He commented that he was impressed with how the administrators tried really hard to come under their budgets of last year. He thanked them for all their hard work.

Glennis Wright questioned if our technology department could help integrate some programs with Rice Library.

David Batchelder wished everyone a happy holiday season and a happy New Year.

Patti Ayer wished everyone a happy holiday season and safe traveling.

Chair Pelletier thanked everyone for all their work this past year and wished everyone a happy holiday season.

X. EXECUTIVE SESSION: None.

XI. ACTION ON EXECUTIVE SESSION: None.

XII. ADJOURNMENT:

It was **MOVED** by Chair Pelletier, **SECONDED** by Patti Ayer and **VOTED** 7-0-0 on a **VOICE VOTE** with Student Board Member, Jessica Bedard, in favor to adjourn at 10:17 p.m.

Respectfully submitted by _____ Date: December 18, 2007
Janis Marshall-Colby, Recorder

_____ Date: December 18, 2007
Larry Littlefield, Superintendent of Schools

APPROVED BY SCHOOL COMMITTEE: January 15, 2008