

**Kittery School Committee Meeting**  
**21 November 2006 - Town Hall Chambers - 6:00 p.m.**  
**REGULAR BUSINESS MEETING**

**I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:**

- A.** The meeting was called to order at 6:00 p.m. by Supt. Littlefield.
- B.** Newly elected School Committee members, Jeff Pelletier and Patti Ayer were sworn into office by Maryann Place, Kittery Town Clerk.
- C.** Supt. Littlefield, Maria Barth, Kim Bedard, Laura Pasqualoni, Tess Schneier, and Glennis Wright were present. Student Board Member, Stephen Webber, arrived at 7:14 p.m. Also present were school administrators and Town Council Member, Glenn Shwaery.
- D.** Superintendent Littlefield opened the floor for nominations for Chairperson for the 2006-07 year.

It was **MOVED** by Maria Barth, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 in favor to elect Jeff Pelletier as Chairperson for the 2006-2007 year.

**WORKSHOP: Technology**

The Board met in a workshop with administrators to discuss technology.

Chair Pelletier explained the purpose of the workshop. It was noted how technology effects our district. Technology is infused in our curriculum, communication, and daily work. It is part of our business in all we do.

Questions were raised by Board members about the relevance of technology in grades K-2 for learning purposes. Maria noted that not enough research has been presented to the Board regarding the benefits of technology in the lower grades. Public education is fundamental and students need to be literate. She feels that students need basic skills before they are introduced to technology. She noted that in the later grades, students do need technology because it is a part of their future.

Tess Schneier noted that we should be more interested in a student's basic skills in the lower grades rather than technology. She also questioned where it fits in our budget as a district priority.

Jenifer Van Deusen, Curriculum Coordinator, reviewed found some literature regarding technology for children. She noted that our job is to enhance their learning. It is a digital world.

David Foster, Principal of Mitchell Primary School, noted that technology is used at Mitchell as a learning tool. It is as important as reading. Students use technology less than one hour a week in their studies. It enhances our reading program.

Laura Pasqualoni noted that students need to build handwriting skills. Handwriting is not offered at Mitchell School. Children need to visualize and not always watch a video of the book. We need to revisit priorities.

Kim Bedard noted that it is important to view technology and talk to those that have benefited.

The consensus of the Board was to discuss technology more in depth during our budget process.

Chair Pelletier thanked everyone for their participation.

E. Chair Pelletier, Laura Pasqualoni, Tess Schneier, and Patti Ayer were present to approve warrants.

Chair Pelletier called the Regular meeting to order at 7:30 p.m.

**F. Adjustments to the Agenda:**

Adjustment to the Agenda was an addendum VI.B., New Business.

**G. Minutes:**

The Minutes of November 7, 2006 were approved as amended.

**H. Student Advisory Member Report:**

The Drama Club presented their play to the student body November 21, 2006.

Thanksgiving break starts for students today. Winter sports have started and are going well. Student Advisory Member, Stephen Webber, read a letter to the Board from the Student Council President regarding students wearing hats at Traip Academy.

**II. CORRESPONDENCE:**

Correspondence as included in the FYI packet.

**III. PUBLIC COMMENT:**

Town Council Member, Glenn Schwaery, addressed the Board and commented how he was disappointed with some aspects of the budget process last year. He realizes how frustrating the process may be, but he noted that Town Council has just so much money to work with and it also frustrating for them. The increase may seem like a lot, but it isn't when all the departments are taken into account. He noted that he totally understands the Board's frustration. He commented on the council's guideline for the budget last year for an increase of not more than \$0.40 on the mil rate. The actual increase was \$0.24. This, too, was frustrating given that council authorized \$0.40. He indicated that estimating anticipated revenues is very difficult, and seems to be largely an issue of timing.

Chair Pelletier thanked him for his comments.

**IV. STAFF REPORTS:** None.

**V. UNFINISHED BUSINESS:** None.

**VI. NEW BUSINESS:**

**A. Action to approve the plan for Gifted/Talented students.**

It was **MOVED** by Chair Pelletier, **SECONDED** by Kim Beadrd to approve the plan as for Gifted/Talented as proposed, and Tess Schneier and Maria Barth would draft a letter to the Department of Education regarding the statute and the "Gifted/Talented" label.

Maria Barth requested a division of the question. Passed 4-3-0 with Student Board Member, Stephen Webber, in favor.

It was **MOVED** by Maria Barth, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to amend the motion by replacing Maria Barth with Laura Pasqualoni to help draft the letter to the Department of Education.

**MAIN MOTION AS AMENDED PASSED on a VOTE of 7-0-0**, with Student Board Member, Stephen Webber, in favor.

**B. Action to approve the following co-curricular positions:**

It was **MOVED** by Kim Bedard, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Stephen Webber in favor to approve the following co-curricular positions for the following:

1. Benjamin Briggs as Shapleigh 8<sup>th</sup> grade Boys Basketball Coach for the 2006-07 school year.
2. Al Lemieux as Traip Freshman Boys Basketball Coach for the 2006-07 school year.
3. Wendy Collins as Shapleigh Cheerleading Coach for the 2006-07 school year.
4. Linda Lorrey as Shapleigh 7<sup>th</sup> grade Girls Basketball Coach - Volunteer- for the 2006-07 school year.

**C. Action to approve request for leave without pay.**

It was **MOVED** by Maria Barth, **SECONDED** by Laura Pasqualoni and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to approve request for leave without pay for Lois Hills.

**D. Action to review district committee assignments.**

Chair Pelletier appointed: Tess Schneier to serve on the Policy Committee and Payroll Warrant Committee;

Laura Pasqualoni to serve on the Legislative Committee, Design Team, and as Superintendent's Liaison.

Glennis Wright to serve on the Health Coordinating Team and the Local Advisory Committee;

Kim Bedard to serve on the Legislative Review Committee, Payroll Warrant Committee, Advisory Committee for Information Literacy, Technology Committee, Sanford Vocational and as Superintendent's Liaison;

Chair Pelletier will serve on Negotiations, Payroll Warrant Committee, and as Town Council Liaison.

**E. Action to appoint Carol Durant as Special Education/Ed. Technician II at Frisbee School.**

It was **MOVED** by Maria Barth, **SECONDED** by Laura Pasqualoni and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to appoint Carol Durant as Special Education/Ed Technician II at Frisbee School for the 2006-07 school year.

**VII. SUPERINTENDENT'S REPORT:**

- A.** Supt. Littlefield thanked the Board for such a wonderful surprise at the last meeting in announcing his award being named 2007 Superintendent of the Year. He extended a special thank you to Chair Pelletier for organizing the event so his wife and family were able to attend. He also extended a thank you to the Board for their support over the past eleven years working together to create the best possible learning environment for all students.
- B.** Included in the FYI packet are copies of minutes from several committees to keep the Board apprised of their work. Also included is the School Committee flyer which will be available for the public at each meeting and will be posted on our website.
- C.** Supt. Littlefield reported that all the winter coaching positions for Traip are now filled. Positions for wrestling, drama, and intramurals at Shapleigh remain open.
- D.** Supt. Littlefield reported that the 100 7<sup>th</sup>/8<sup>th</sup> grade laptops (out of a total of the original 213) have been purchased by staff. Town Council was first offered the units, per our policy, but declined and then our staff was notified that they could be purchased in "as is" condition at \$100 each, one per person. As of November 16, 2006, all 100 units were sold. The proceeds will be used to help maintain the middle school laptop computers.
- E.** Supt. Littlefield reported that on Tuesday, November 14, 2006, 2 tours of Frisbee were conducted for Board members.
- F.** Supt. Littlefield reported that our insurance representative from MMA conducted his first "courtesy" visit on Wednesday, November 8, 2006. He was only able to complete his inspection of Traip and we have scheduled him to return to complete inspections of the other 3 schools.

- G. Supt. Littlefield reported that on Thursday, November 16, 2006, Kim Bedard, Tess Schneier, Jenifer Van Deusen and he attended an invitational forum at Haley Farm Gallery sponsored by Community NOW. Town and school issues were discussed, as well as the work of the Sustainable Futures Committee.
- H. Supt. Littlefield reported that on Friday, November 17, 2006, he met briefly with our auditor and bookkeeper, Tracy Grogan, to discuss preparation of the draft of the FY06 audit report for the school department. As soon as the report is finalized, the audit will be presented to the Board.
- I. Supt. Littlefield reported that on Friday, November 17, 2006, a representative from Maine State Billing, the organization that handles our Medicare accounts for Special Services, reviewed our Special Education program. The purpose of their visit was to prepare us in the event that federal Medicare auditors inspect our program. Their visit was very helpful.
- J. **Dates for your calendars:**
  - Wednesday, December 13, 2006: Shapleigh Holiday concert at 7:00 p.m.
  - Wednesday, December 20, 2006: Traip Holiday concert at 7:00 p.m.
  - Tuesday, February 12, 2007: Mitchell Valentine's Day concert at 6:45 p.m.

#### VIII. **COMMITTEES AND REPORTS:**

- A. **Design Team:** The Design Team is scheduled to meet on December 6, 2006.
- B. **Mitchell Building Committee:** The Mitchell Building Committee has not met.
- C. **Town Council Information Report:** None.

**Sustainable Futures Committee:** The Sustainable Futures Committee met last week. They are scheduled to meet December 13, 2006 to discuss the protocol for moving the process forward and what else may be open for collaboration.

- D. **Health Coordinating Team:** Minutes from the Health Coordinating Team are included in the FYI packet. The PTA is hosting healthy food forums. The Health Coordinating Team is scheduled to meet Wednesday, Dec. 6, 2006.
- E. **Policy Committee:** The Policy Committee has not met.
- F. **Other: MSBA Executive Committee:** The MSBA Executive Committee is scheduled to meet in January 2007.

**Advisory Committee for Information Literacy:** This is the new name for the Technology Committee. The committee is focused on the vision and goals. The committee is currently working on the second draft of the technology plan.

**IX. QUESTIONS/COMMENTS/CONCERNS:**

Glennis Wright commented that Eliot has a new superintendent.

Kim Bedard welcomed Patti Ayer and Jeff Pelletier, as Chair to the Board. She commented that she thought the discussion for the Board retreat would be on the Agenda tonight. Soda machines have been removed from staff rooms. We need to support technology. As a Board, we need to advocate for our schools.

Maria Barth commented that the Key Club is associated with the Salvation Army. She noted that she has heard that the Salvation Army discriminates in some programs and not everyone is treated the same. She noted that she feels and hopes this attitude is not conveyed to our students.

Laura Pasqualoni welcomed Patti Ayer to the Board. She commented that students at Mitchell Primary School received their report cards last Friday. She is frustrated with the grading system. She also commented that she has received a copy of the Sandpiper and noted that it wrote an article regarding how safe it was at Mitchell. She commented that she had gone into Mitchell recently and no one questioned her and she was able to enter and go where she had intended. Also she commented that several doors were not locked.

Patti Ayer thanked the Board for welcoming her. She is thankful to be part of the Board. She wished Maria Barth all the best.

Tess Schneier commented that we are coming into the season where schools should feel free to celebrate the holidays. It is a great time for diversity so we need to celebrate all religious holidays.

Student Advisory Member, Stephen Webber, wished everyone a Happy Thanksgiving.

Chair Pelletier welcomed Patti Ayer to the Board. He is confident that she will be a great asset to our Board. He thanked the Board for their nomination of him as Chair and plans on doing the best he can for the Board, students, and staff. He commented that even when the Board is not in session and we are not meeting, we are still Board members representing our district. He will bring back any information from the Sustainable Futures Committee meeting to the Board. He noted that we need to discuss our Board retreat.

**Board Retreat discussion:** The consensus was to have the Board retreat over a period of 2 nights instead of one full day. The Board authorized the Superintendent to pursue local grants to help support the Board's retreat, and to explore hiring a firm that specializes in board development.

**X. EXECUTIVE SESSION:** None.

**XI. ACTION ON EXECUTIVE SESSION:** None.

**XII. ADJOURNMENT:**

It was **MOVED** by Maria Barth, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 on a **VOICE VOTE** with Student Board Member, Stephen Webber, in favor to adjourn at 9:49 p.m.

Respectfully submitted by \_\_\_\_\_ Dated: November 21, 2006  
Janis Marshall-Colby, Recorder

\_\_\_\_\_ Dated: November 21, 2006  
Larry Littlefield, Superintendent of Schools

**APPROVED BY SCHOOL COMMITTEE:** December 5, 2006