

Kittery School Committee Meeting
02 October 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, Patti Ayer, David Batchelder, and Ken Lemont were present. Student Board Member, Jessica Bedard arrived at 6:29 p.m. Also present were school administrators, staff, and press. Kim Bedard was excused absent.

C. Chair Pelletier reported that the warrants have been completed.

D. Adjustments to the Agenda:

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

E. Minutes:

The Minutes of September 18, 2007 were approved as amended.

F. Student Advisory Member Report:

This is Homecoming Week at Traip Academy. Daily events are planned and will conclude on Saturday with a dance. Traip has won their first football game. Congratulations! Students took the NWEA tests this week. The Guidance Dept. is doing student interviews this week.

G. Workshop: School Safety and Security Issues.

The Board met in a workshop with administrators and Officer Bob Creamer, School Resource Officer, to discuss safety and security issues.

Supt. Littlefield reported that our district emergency management plan includes crisis response plans at each school, a plan for the Central Office, and a master crisis response plan developed by the Kittery Police Department. Maine statute requires school boards approve a comprehensive plan. The Superintendent highlighted responses from recent parent and student surveys regarding safety and security. Responses are very positive. Other elements of the crisis plan include frequent checks of all exits, staff background checks, plans for district wide ID badges and security cameras at Traip Academy. The School Resource Officer is based at Traip but works throughout the district. All classrooms, offices, and the Central Office also have critical bags for emergency situations.

Bob Creamer, School Resource Officer, commented that should we have a catastrophic crisis, it usually doesn't come from the outside, it is usually from inside. He feels the badges are a great idea. Most of our buildings have a lot of doors that lock from the outside and some lock from the inside which could create difficulty for a lock down situation. He patrols the halls of Traip and has a lot of contact with the students. His office is always open to students who may need to discuss issues. He has built a lot of trust with the students and staff and feels this program is working very well. He did note that back packs, hoods, and hats can hide things brought in to the schools. Currently, Traip is working with Student

Council members regarding the backpack issues.

Supt. Littlefield reported that we are currently looking into installing cameras at Traip Academy. This could be costly. It was also noted that we should seriously think about obtaining student cell phone numbers for our records. Alethea Carridi, Health Coordinator, commented that the Health Coordinating Team would like to meet our bus company to see what kind of training is provided to the bus drivers.

Chair Pelletier thanked everyone for their participation.

II. CORRESPONDENCE:

Included in the FYI packet is a copy of an email received from Helene Cass, Chair of MSAD #35 School Board, noting that they have endorsed the resolution originated from Lawrence Greenlaw, school board member in Deer Isle-Stonington. This resolution opposes the mandated school consolidation law. It was the consensus of the Board to put this resolution on our next agenda for discussion.

III. PUBLIC COMMENT: None.

IV. STAFF REPORTS:

A. Presentation of Student Assessment Results: MEA's and NWEA.

Jenifer Van Deusen, Curriculum Coordinator, presented an overview of the MEA test results for grades 3 - 8 that were taken in March 2007, and NWEA (Northwest Evaluation Association) which were given in May. MEA's were administered to all students grades 3-8.. She noted that the purpose of the MEA is a statewide assessment of student achievement in reading, writing, mathematics and science. Overall, Kittery did very well Scoring at or above the state average. This information helps us identify areas of strength and weakness, and focus on areas that need improvement.

NWEA's are administered to students online at least twice each year in grades 3, 6, and 9. They provide rich data for parents and students, as well as descriptions of the student's strengths and prescriptions for improving weak areas. This year, grades 3, 4,6,7,9 and 10 are receiving these tests with the goal of administering the assessment to all students in grades 3-10 next year.

Greg Knight, Principal of Frisbee, reviewed the MEA results for Grades 3 & 4, and noted the student's strong performances.

Wanda Avery, Principal of Shapleigh, reviewed the MEA results of Grades 6 -8 noting that our district was above the state scores in many areas, as well.

Chair Pelletier thanked Jenifer, Wanda, and Greg for their presentations.

V. UNFINISHED BUSINESS: None.**VI. NEW BUSINESS:****A. Action to discuss Town council Budget Workshop.**

Chair Pelletier reported that Board members met with Town Council on Monday, October 1, 2007 to discuss the FY09 Budget. Our budget process will be different this year.

B. Action on first reading of Policy JH - Student Absences and Excuses.

It was **MOVED** by Chair Pelletier, **SECONDED** by Ken Lemont and **VOTED** 5-0-0 with Student Board Member, Jessica Bedard, in favor to approve first reading of Policy JH - Student Absences and Excuses.

C. Action to approve changes to Policy Regulation IKF-R - Graduation Requirements.

It was **MOVED** by Chair Pelletier, **SECONDED** by David Batchelder and **VOTED** 5-0-0 with Student Board Member, Jessica Bedard, in favor to approve changes to Policy IKF-R - Graduation Requirements.

D. Action on concept approval for an overnight trip to Orono - November 7, 8 (College Tour)

It was **MOVED** by David Batchelder, **SECONDED** by Glennis Wright and **VOTED** 5-0-0 with Student board Member, Jessica Bedard, in favor to grant concept approval for an overnight trip to Orono November 7, 8 (College Tour).

E. Action to discuss Board/Administrator Retreat.

Supt. Littlefield reported that last year, the Board retreat was held on 2 consecutive evenings on January 22-23, 2007. Included in the FYI packet is a copy of the agenda and survey results from the retreat.. December has been tentatively identified on the School Committee Calendar as the month for the Board and administrators to hold a joint retreat.

VII. SUPERINTENDENT'S REPORT:**A. Resignation/Retirement.****1. Diane Rubino, Director of Food and Nutrition Services.**

It was **MOVED** by Chair Pelletier, **SECONDED** by Glennis Wright and **VOTED** 5-0-0 with Student Board Member, Jessica Bedard, in favor to acknowledge with regret and best wishes the resignation of Diane Rubino, Director of Food and Nutrition Services.

B. Supt. Littlefield reported that to date he has not had any communications from the Dept. of Education regarding a meeting of school districts in this area. He noted that he feels it is important to continue to explore ways in which we can regionalize services/programs with MSAD #35 & 60 in order to be more cost efficient. He is still meeting with the Superintendents of MSAD #35 & 60 to determine how we can implement cost saving measures, and "booking" savings in our FY09 budgets as required by the consolidation law.

- C. Supt. Littlefield reported that he met with Patti Ayer and David Batchelder on Tuesday, September 25 and revisited the RFP for the Frisbee Feasibility Study. He is drafting a new proposal for the sub-committee to review and will present this at the Board meeting of October 16, 2007.
- D. Supt. Littlefield reported that Kim Bedard, Glennis Wright and David Batchelder have returned nomination papers for School Committee positions. No nomination papers have been returned for Tess Schneier's position. If there are no write-in candidates, this position will remain vacant.
- E. Supt. Littlefield reported that Traip Academy Student Council will be holding a Candidates Night on Wednesday, October 17, 2007 at Town Hall Chambers for school Committee and Town Council candidates. Time to be determined.
- F. Supt. Littlefield reported that the Annual Fall Conference for the Maine School Board Association will be held on Thursday and Friday, October 25-26 in Augusta. If any Board member would like to attend, please let Supt. Littlefield know. He also noted that it is tradition for the school district of the outgoing MSBA president to provide the music for Thursday night's banquet. The Traip Academy band is providing this music.
- G. **Upcoming Cottage Meetings schedule:**
 - Shapleigh Middle School - Tuesday, October 2 @ 2:00 p.m.
 - Mitchell Primary School - Wednesday, October 3 @ 7:45 a.m.
 - Traip Academy - Monday, October 15 @ 2:15 p.m.
 - Frisbee Elementary - Tuesday, October 30 @ 7:15 a.m.

VIII. COMMITTEES AND REPORTS:

- A. **Design Team:** The Design Team met and discussed the professional day. The Design Team is scheduled to meet on Wednesday, October 10, 2007.
- B. **Town Council Information Report:** None.
- C. **Health Coordinating Team:** The Health Coordinating Team met on Wednesday, September 26, 2007. The Health Coordinating Team is scheduled to meet on Wednesday, October 3, 2007.
- D. **Policy Committee:** The Policy Committee met and is reviewing policies.
- E. **MSBA Executive Committee:** There was no report. Kim was excused absent.
- F. **Advisory Committee for Information Literacy:** The Advisory Committee for Information Literacy is scheduled to meet on Wednesday, October 17, 2007.

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

H. Finance Committee: Minutes from the Finance Committee meeting are included in the FYI packet.

IX. QUESTIONS/COMMENTS/CONCERNS:

Ken Lemont complimented our current Board members for returning their nomination papers for re-election.

Glennis Wright commented MaineAgricultural Day at Frisbee was covered in the Portsmouth Herald. Foster's Daily Democrat had an article covering Traip Girls Cross Country. She commented that she had attended the Health Coordinating Team meeting last week and learned about Shapleigh's New Heights program. The Cottage meeting at Shapleigh went very well.

Student Board Member, Jessica Bedard, commented that on Wednesday, September 26, 2007, Traip students presented a Chemistry show to 4th graders. The students loved it!

David Batchelder commented that our website is more up to date. He questioned if it would be possible to have the menus posted at the end of the week before for the following week.

Patti Ayer commented that she has heard a lot of positive comments regarding our district.

X. EXECUTIVE SESSION: None.

XI. ACTION ON EXECUTIVE SESSION: None.

XII. ADJOURNMENT:

It was **MOVED** by Chair Pelletier, **SECONDED** by Glennis Wright and **VOTED** 5-0-0 on a **VOICE VOTE** with Student Board Member, Jessica Bedard, in favor to adjourn at 9:50 p.m.

Respectfully submitted by _____ Date: October 2, 2007
Janis Marshall-Colby, Recorder

_____ Date: October 2, 2007
Larry Littlefield, Superintendent of Schools

APPROVED BY SCHOOL COMMITTEE: October 16, 2007