

Kittery School Committee Meeting
05 September 2006 - Town Hall Chambers - 6:30 p.m.
REGULAR BUSINESS MEETING

I. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:

The meeting was called to order by Chair Barth at 6:30 p.m. Kim Bedard, Glennis Wright, and Jeff Pelletier were present to approve warrants. Supt. Littlefield, Julie Dow, Tess Schneier, and Laura Pasqualoni were also present. Student Board Member, Stephen Webber arrived at 6:56 p.m. Also present were school administrators.

The Regular meeting was called to order at 7:00 p.m.

D. Adjustments to the Agenda:

Adjustment to the Agenda was an Executive Session following Item IX.

E. Minutes:

The Minutes of August 15, 2006 were approved as presented.

F. Student Advisory Member Report:

School started for Freshmen today. Sophomores, Juniors, and Seniors report on Wednesday, September 6, 2006. Scores have been received for students who took the AP tests that were administered May 2006. Four students scored a five, 5 students received fours, and eight students received threes. All scores will allow the students college credit at most schools. Fall sports have started. There will be an open house for Traip parents on September 13, 2006.

II. CORRESPONDENCE:

Supt. Littlefield reported that Ben Perry, Physical Education Teacher, has undergone surgery and wished him the very best.

III. PUBLIC COMMENT: None.

IV. STAFF REPORTS:

A. Presentation - Extended School Year Program.

Jenifer Van Deusen, Curriculum Coordinator, presented a report on the Extended School Year Program. She noted that this was the second year that Kittery offered the regular education program, in addition to the special education program. Nearly 100 students - elementary through high school - participated in the program. Busing was available to students who participated in the program.

Noting that this was her first year in the Kittery School district, she didn't realize all the work that went into the program before it started. She was impressed with the organization

skills of our Director, Jane Durgin, to make this such a success. K-12 involves a variety of settings for the students and with all the work that goes into the program with goals,

Jenifer presented an overview of the program in detail. She also reviewed the goals for K-8 which included that the students maintain or increase their current level of achievement, increase their “fact power” in Math and increase their reading, writing, listening and speaking skills. Students in grades 9-12 had to pass the course with score a 70 or better, increase their understanding of math and algebra concepts, improve their research and literacy skills, and compare/contrast history and culture.

She noted that student and teacher feedback to the program was very informative. Teachers did comment that they would like to plan earlier for next year so this information could be conveyed to the parents during the April conferences. She noted that students felt more confident with the skills going back to school in the fall. 84% felt that the smaller class size made it easier for them to focus and complete their assignments rather than a regular class size.

She noted that she is currently in the process of sharing the student’s information with their present teachers. She also is developing procedures and guidelines for the director. Overall, she felt the program was a success for all those who participated in it.

Chair Barth thanked Jenifer for her presentation on behalf of the Board.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. Action on Superintendent’s recommendation to appoint the following:

1. John Manning, Traip Academy Spanish Teacher.
It was **MOVED** by Jeff Pelletier, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to approve the Superintendent’s recommendation to appoint John Manning as Traip Academy Spanish teacher for the 2006-07 school year.
2. Robert Mason, Coordinator of Instructional Support.
It was **MOVED** by Jeff Pelletier, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to approve the Superintendent’s recommendation to appoint Robert Mason, as Coordinator of Instructional Support for the 2006-07 school year.
3. Nancy Tarbox, Special Services Clerical Aide.
It was **MOVED** by Jeff Pelletier, **SECONDED** by Kim Bedard and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to approve the Superintendent’s recommendation to hire Nancy Tarbox as Special Services Clerical Aide for the 2006-07 school year in the Central Office.

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

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

1. John Delaney as Volunteer Assistant Football Coach for the 2006-07 school year.
2. Steve Frost as Shapleigh Girls Soccer Coach for the 2006-07 school year.
3. Kate Sheldon as Shapleigh Field Hockey Coach for the 2006-07 school year.
4. Aimee Gagnon as Shapleigh Student Council Advisor for the 2006-07 school year.
5. Aimee Gagnon as Shapleigh Yearbook Advisor for the 2006-07 school year.

C. Action to finalize pre-budget workshops and dates.

It was the consensus of the Board for Supt. Littlefield to prepare a draft of pre-budget workshops and dates for the next meeting to review.

D. Action to appoint School Committee Members to serve on district committees.

1. Chair Barth appointed Tess Schneier to serve on the Health Coordinating Team and the Payroll Warrant Committee..
2. Chair Barth appointed Laura Pasqualoni to serve on the Design Team and on the Superintendent's Liaison Committee.
3. Chair Barth appointed Kim Bedard to serve on the Legislative Review Committee, Payroll Warrant Committee, Technology Committee, and on the Superintendent's Liaison Committee.
4. Chair Barth appointed Glennis Wright to serve on the Health Coordinating Team.
5. Chair Barth will serve on the Legislative Review Committee, Policy Committee, Payroll Warrant Committee, Local Advisory Committee, and the Town Council Liaison.

E. Action to discuss Joint Committee Report.

The Board reviewed a copy of the report that was prepared by Chuck Lawton and presented by the Joint Committee on August 21, 2006 to Town Council and the School Committee. It was noted that the Joint Committee will be meeting soon to begin discussions of the next phase of this work.

The Board commented that they feel they need to get the public, as well as parents, involved more with attending the meetings in order to get the true picture out there.

It was noted that the report seems to look primarily at the School Department. No other Departments such as DPW, Water District, Police Dept., Town Hall, etc. were noted or looked into according to this report. There are many other alternatives in addition to the school department that could be looked into.

The Chair and Superintendent will convey the Board's concerns to the Joint Committee.

The new name for this committee is the Sustainable Futures Team.

VII. SUPERINTENDENT'S REPORT:

A. Resignation/Retirement:

1. Andrea Drumstas, Educational Technician II.

It was **MOVED** by Jeff Pelletier, **SECONDED** by Julie Dow and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to acknowledge the resignation of Andrea Drumstas, Educational Technician II.

- B.** Supt. Littlefield reported that the work on the Traip roof is nearly completed. He also noted that since the structural work has been completed, several of the wooden members have developed cracks. The engineers have determined that there are no safety concerns, but decisions need to be made about responsibility for the situation and correcting the problem. He noted that we are working with the architects, as well as BGS, regarding this situation.
- C.** Included in the packet is the Kittery School Committee Yearly Calendar with the dates and suggestions from the last Board meeting.
- D.** Supt. Littlefield reported that the new laptops for the 7th and 8th graders have arrived. The technology staff is working to deploy the devices.
- E.** Supt. Littlefield reported that the Cottage meeting for Frisbee will be held on October 10, 2006 at 7:15 a.m. and for Traip on October 10, 2006 at 2:15 p.m.
- F.** Supt. Littlefield reported that opening school for grades K-9 started today and the upperclassmen will start Wednesday, September 6, 2006.
- G.** Supt. Littlefield reported that as of August 31, 2006 there are 6 declared candidates for 3 openings on Town Council but no candidates for the 2 open positions on the School Committee. The deadline for nomination papers is Monday, September 25, 2006 at 5:00 p.m..
- H.** Supt. Littlefield reported that our Student Board Member, Stephen Webber, received a 5 on the History AP test taken May 2006. Congratulations, Stephen!
- I.** Supt. Littlefield reported that the Memorandum of Understanding from the new Collective Bargaining Agreement with the teachers delineates a schedule for discussing the issue of elementary teacher preparation time. He noted that we have a deadline of September 30, 2006 to meet with the association.

It was the consensus of the Board to hold a Special School Committee meeting on September 18, 2006 at 6:00 p.m. to discuss this issue. Chair Barth, Kim Bedard, Laura

Pasqualoni, and Jeff Pelletier will be attending.

VIII. COMMITTEES AND REPORTS:

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

B. Mitchell Building Committee: The Mitchell Building Committee has not met.

C. Town Council Information Report: None.

D. Health Coordinating Team: The Health Coordinating Team is scheduled to meet on Sept. 13, 2006.

E. Other: MSBA Executive Committee: The MSBA Executive Committee has not met.

Technology Committee: The Technology Committee has not met.

IX. QUESTIONS/COMMENTS/CONCERNS:

Glennis Wright questioned if any LEAP children in Kindergarten participated in the Extended Summer Program. She also commented that a Traip Academy letter was sent to parents dated August 22, 2006 and she didn't receive this letter in a timely fashion.

Kim Bedard commented that the sports schedules are currently on the web page. She commented that she attended a seminar with the MSBA Executive Committee at Disney and found it to be very informative.

Tess Schneier commented that her son was eager and ready for school.

Julie Dow commented that her 2 daughter's first day of school was great.

Laura Pasqualoni questioned why the Yearbook Advisor was paid a stipend for a class that is held during regular school hours. It was noted that the Yearbook Advisor spends much time outside of school time working on the publication.

Chair Barth questioned if the Parent Survey was completed. She also questioned why Special Education had purchased some math materials other than the "Everyday Math" program.

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

X. EXECUTIVE SESSION:

It was **MOVED** by Jeff Pelletier, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 with Student Board Member, Stephen Webber, in favor to enter into Executive Session in

accordance with MRSA ss 405(6)(D) to discuss negotiations at 10:03 p.m.

It was **MOVED** by Jeff Pelletier, **SECONDED** by Laura Pasqualoni and **VOTED** 7-0-0 to come out of Executive Session at 10:28 p.m.

XI. ACTION ON EXECUTIVE SESSION:

It was **MOVED** by Pelletier, **SECONDED** by Glennis Wright and **VOTED** 7-0-0 to Approve the salaries, benefits, and administrator's agreement as presented for the 2006/07 year and the 2007/08 year for:

- . Pat Garnis, Traip Academy Principal;
- . Mike Roberge, Traip Academy Assistant Principal/Activities Director (salaries listed separately);
- . Wanda Avery, Shapleigh Middle School Principal;
- . Greg Knight, Frisbee Principal; and
- . David Foster, Mitchell Principal

X. ADJOURNMENT:

It was **MOVED** by Jeff Pelletier, **SECONDED** by Tess Schneier and **VOTED** 7-0-0 on a **VOICE VOTE** to adjourn at 10:29 p.m.

Respectfully submitted by _____ Dated: September 5, 2006
Janis Marshall-Colby, Recorder

_____ Dated: September 5, 2006
Larry Littlefield, Superintendent of Schools

APPROVED BY SCHOOL COMMITTEE: September 19, 2006