

Kittery School Committee Meeting
02 September 2008 - Town Hall Chambers - 6:30 p.m.
REGULAR BUSINESS MEETING

1. ASSEMBLY OF SCHOOL COMMITTEE MEMBERS:

A & B. The meeting was called to order by Chair Pelletier at 6:30 p.m. Supt. Littlefield, David Batchelder, Ken Lemont, Glennis Wright, Kim Bedard, Patti Ayer, and Bill Furbush were present. Student Board Member, Lauren Kennison, was present. Also present were school administrators, staff, and press.

C. Adjustments to the Agenda:

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

D. Minutes:

The Minutes of August 19, 2008 were approved as amended.

E. Student Advisory Report:

School started today for Freshmen at Traip. They were introduced to teachers, went through their daily schedules. 12-15 Student Council members helped the freshmen get familiar with Traip. They were excited as well as nervous. It went very well. Sophomores, Juniors, and Seniors will start school tomorrow.

II. PUBLIC COMMENT:

Supt. Littlefield introduced Shapleigh Middle School Assistant Principal, Misty McBrierty, to the Board.

III. CORRESPONDENCE:

All correspondence was included in the FYI packet.

IV. STAFF REPORTS: None.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. Action to appoint Gordon Millett, Mitchell School Custodian.

It was **MOVED** by Glennis Wright, **SECONDED** by Kim Bedard and **VOTED 7-0-0** with Student Board Member, Lauren Kennison, in favor to approve the Superintendent's recommendation to appoint Gordon Mitchell as Mitchell School Custodian for the 2008-09 school year.

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

It was **MOVED** by David Batchelder, **SECONDED** by Kim Bedard and **VOTED 7-0-0** with Student Board Member, Lauren Kennison, in favor to approve the following co-curricular positions:

1. Larissa Simonds as Traip JV Girls Soccer Coach for the 2008-09 school year.
2. Lindsay DeWolf as Traip Volunteer Fall Cheering Assistant Coach for the 2008-09 school year.
3. Kayla Estes as Traip Volunteer Fall Cheering Coach for the 2008-09 school year.
4. Nicholas O'Brien as Traip Volunteer JV Boys Soccer Coach for the 2008-09 school year.
5. Paige Dubay as Traip JV Field Hockey Coach for the 2008-09 school year.
6. Chris Deveau as Shapleigh Cross Country Coach for the 2008-09 school year.
7. Steve Frost as Shapleigh Girls Soccer Coach for the 2008-09 school year.
8. Kristen Gentile as Shapleigh Field Hockey Coach for the 2008-09 school year.
9. Aimee Sutherland as Shapleigh Yearbook Advisor for the 2008-09 school year.
10. Aimee Sutherland as Shapleigh Student Council Advisor for the 2008-09 school year.

C. Action to appoint Karissa Raish, Traip Academy Science Teacher.
 It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 6-0-1 (Ken Lemont, Abstained) with Student Board Member, Lauren Kennison, in favor to approve the Superintendent's nomination of Karissa Raish as Traip Academy Science Teacher for the 2008-09 school year.

D. Action to approve second reading of the following policies:

1. ADAA - School System Commitment to Standards for Ethical and Responsible Behavior.

It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 7-0-0 with Student Board Member, Lauren Kennison, in favor to approve the second reading of policy ADAA - School System Commitment to Standards for Ethical and Responsible Behavior.

2. IHBAA - Referral/Pre-Referral of Students with Disabilities.

It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 7-0-0 with Student Board Member, Lauren Kennison, in favor to approve the second reading of policy IHBAA - Referral/Pre-Referral of Students with Disabilities.

3. IHBAG - Programming in the Least Restrictive Environment.

It was MOVED by Kim Bedard, SECONDED by Glennis Wright and VOTED 7-0-0 with Student Board Member, Lauren Kennison, in favor to approve the second reading of policy IHBAG - Programming in the Least Restrictive Environment.

VII. SUPERINTENDENT'S REPORT:

A. Resignation/Retirement.

1. Samantha Ryan, Traip Science Teacher.
2. Donna Alaimo, Mitchell Kitchen Helper.

It was MOVED by Chair Pelletier, SECONDED by Kim Bedard and VOTED 7-0-0 with Student Board Member, Lauren Kennison, in favor to acknowledge with

regret and best of luck in their future the resignations of Samantha Ryan, Traip Science Teacher and Donna Alaimo. Mitchell Kitchen Helper.

- B. Included in the FYI packet is a copy of the School Committee Yearly Calendar of Anticipated Information and Action Items.
- C. Supt. Littlefield reported that our orientation day for new staff was held on Tuesday, August 26, 2008 and for full staff opening sessions were Wednesday and Thursday, August 27-28. All went very well. At the Wednesday morning session Donna Lee (consultant, USM adjunct faculty member, former teacher) was our guest speaker on the topic of differentiated instruction. She did an excellent job and actively engaged the staff.
- D. Supt. Littlefield reported that Town Council has scheduled 2 workshop dates:
1) Wednesday, September 17 at 7:00 p.m. to obtain input on the re-use of Frisbee School and 2). Monday, September 29 at 6:30 p.m. to start the FY10 budget discussions with the School Department and town departments.
- E. Supt. Littlefield reported on the administrators retreat. The team looked at the current set of goals and provided input on those. He reviewed the identified district priorities from last winter's joint Board/administrator retreat. He also reviewed several areas within which to develop administrative goals. It was the consensus of the Board to hold a workshop with administrators to discuss goals on Thursday, October 9, 2008 at 7:00 p.m.
- F. Supt. Littlefield reported that 10 applications have been received for the Business Manager/Fiscal Agent position. We are in the process of setting up a screening committee to review all the applications and an interviewing committee to start interviews during the week of September 15, 2008.
- G. Supt. Littlefield reported that we have received the results of the MEA tests (grades 3-8) and the SAT's (grade 11) from last spring. He was disappointed to report that, under the guidelines for No Child Left Behind, we have not met "adequate yearly progress" in several areas. Included in the FYI packet is a memo and accompanying data compiled by Curriculum Coordinator, Marilyn Woodside, showing where we did not meet the criteria. Although our average scale scores are very close to the state averages, we fail when measured against the various benchmarks. We need to examine the areas that need improvement, maintain progress where it has been made. We will be presenting this information in more depth at an upcoming Board meeting.
- H. Supt. Littlefield reminded the Board to complete their insurance forms and/or certification forms to document your "Freedom of Access" training and file a copy with the Superintendent's office.

VIII. COMMITTEES AND REPORTS:

- A. Design Team: The Design Team is scheduled to meet on September 17, 2008.
- B. Town Council Information Report: None.
- C. Health Coordinating Team: The Health Coordinating Team is scheduled to meet on Wednesday, September 10, 2008.
- D. Policy Committee: The Policy Committee met and discussed financial policies.
- E. MSBA Executive Committee: The MSBA Executive Committee is scheduled to meet on Saturday, September 6, 2008 at 9:30 a.m.
- F. Advisory Committee for Information Literacy: The Advisory Committee for Information Literacy is scheduled to meet on September 24, 2008.
- G. Legislative Committee: The Legislative Committee has not met..
- H. Finance Committee: The Finance Committee met today.
- I. Energy Committee: The Energy Committee has not met.
- J. Shared Services Committee: The Shared Services Committee met today. They discussed the Business Manager applications and joint projects: energy conservation and telecommunications. They also discussed the budget process for next year. The Feasibility Study for the 3 school scenario was discussed. It was the consensus of the Board to proceed. with the architectural design bid process.

IX. QUESTIONS/COMMENTS/CONCERNS:

Bill Furbush commented that with the test results now available to us, this year is going to be a pivotal but good year for us. It is a good opportunity for us to investigate where our problems are and how we can move to rectify them. Our Board needs to be positive.

Glennis Wright questioned if the lighting project had been completed at Traip. She also asked how the first day of school for Pat Garnis was at Frisbee as Principal.

Kim Bedard commented that she had been asked why the new hires at Frisbee were not mentioned in the local newspaper. She was informed that there were no new staff hires for Frisbee.

Patti Ayer commented that she would like to see test score results for students in other districts. She commented that she feels that turmoil over the school consolidation process over the last two years could have been a factor in the students AYP test score results.

Chair Pelletier wished the administrators, staff and students the best of luck in the new

school year.

X. EXECUTIVE SESSION:

It was MOVED by David Batchelder, SECONDED by Glennis Wright and VOTED 7-0-0 with Student Board Member, Lauren Kennison, in favor to enter into Executive Session in accordance with MRSA ss 405(6)(D) to discuss legal counsel at 7:38 p.m.

It was MOVED by Ken Lemont, SECONDED by Glennis Wright and VOTED 7-0-0 to come out of Executive Session at 8:17 p.m.

XI. ACTION ON EXECUTIVE SESSION: No action was taken following the Executive Session.

XII. ADJOURNMENT:

It was MOVED by David Batchelder, SECONDED by Bill Furbush and VOTED 7-0-0 unanimously on a VOICE VOTE to adjourn at 8:18 p.m.

Respectfully submitted by _____ Date: September 2, 2008
Janis Marshall-Colby, Recorder

_____ Date: September 2, 2008
Larry Littlefield, Superintendent of Schools

APPROVED BY SCHOOL COMMITTEE: September 16, 2008