

**MISSION STATEMENT
ENSURING CONTINUOUS IMPROVEMENT FOR EACH LEARNER**

The Wells-Ogunquit C.S.D. commits to ensuring that each scholar develops the social, academic, critical and creative thinking skills necessary to meet with success in college, career, citizenship and life. The responsibility for education is shared by student, family, school and community.

MINUTES

The Wells-Ogunquit C.S.D. School Committee held their regular meeting on **January 5, 2011** at **6:30 p.m.** at the Office of the Superintendent.

School Committee members attending included Chairperson David Johnson, Damon Russell, Russell Fox, Diana Allen, and Michael McDonald. Administrators in attendance included Superintendent of Schools Elaine Tomaszewski, Karen Ropes, Marianne Horne, Chris Chessie, Jim Daly, Cheryl Mills, and Johanna Reinke.

Visitors attending included Director of Instructional Improvement Pat Hayden, Victoria Aldridge, John Bailey, Reg Bennett, and Maryanne Foley.

I. Call to Order/Reading of Mission Statement

Chairperson Johnson called the meeting to order at 6:30 p.m. and read the District Mission Statement, noting it was revised and adopted by the School Committee at the December 1 meeting.

II. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

III. Adjustments to Agenda

Chairperson Johnson announced he is appointing Michael McDonald to serve on the WOTA Negotiations Sub-Committee along with Damon Russell.

IV. Recognition, education and/or school presentations

None

V. Public Comments

None

VI. Consideration and approval of minutes of the School Committee meeting held on December 1, 2010

Motion to approve minutes of the School Committee meeting held on December 1, 2010 as presented

Moved: Damon Russell Seconded: Diana Allen Vote: 5-0

VII. Superintendent's Report

1. Notification of Resignation
 1. Scott Smith – Director of Finance & Human Resources
2. Notification of Retirement
 1. Maida Magdon – WHS Science Teacher
3. Items for Information
 1. Vacant School Committee Seat
 2. Healthier US School Challenge

D. *Board and Administrator*

- E. District Reports
1. Community Resource Coordinator
 2. Public Information Officer
 3. Director of Instructional Improvement

In her Superintendent's Report, Superintendent Tomaszewski

- Noted the high school's 1st trimester grades show approximately 200 students received the "high honors" or "honors" distinction.
- Explained prior to the meeting Russell Fox inquired about the specific numbers for the Federal Jobs Bill. Superintendent Tomaszewski shared that in FY 2011 we will spend \$58,224 leaving \$161,483 to use in FY 2012.
- Shared an e-mail from Maine School Management outlining the words of Governor LePage in his inaugural address regarding K-12 education.
- Shared she has accepted the resignation of Scott Smith, Director of Finance and Human Resources, with regret. Scott's last day of employment was December 31, 2010. Chairperson Johnson suggested a letter be written to Scott from the School Committee.

- Shared Maida Magdon, WHS Science Teacher, has notified us of her intention to retire at the end of the 2010-2011 school year. Chairperson Johnson suggested a letter be written to Maida from the School Committee.
- Noted she has notified Ogunquit Town Hall of the vacancy created by Sue Pollard's resignation. According to Damon Russell, a new member was appointed at last night's Select Board meeting.
- Recognized the Food Service Program is applying for the USDA's Healthier US School Challenge (HUSSC). This is a voluntary national certification program that challenges schools to create healthier environments by promoting good nutrition and physical activity. Currently, the applications are limited to elementary schools. Superintendent Tomaszewski thanked Tyler Goodwin and the WES food service staff for putting forth the effort in working toward this achievement.
- Reviewed the December issue of *Board and Administrator* highlighting specific topics.

District Reports (all reports are posted on the District website):

1. Maryanne Foley, Community Resource Coordinator, thanked WJHS and WHS students who volunteer at Wells Elementary School. Maryanne stated that there are currently 12 matches in the Acorns to Oaks program.
2. Reg Bennett, Public Information Officer, reiterated the papers he writes for, noting *The Sentinel* often puts his articles on the front page. Reg said student generosity is a common theme for the articles.
3. Pat Hayden, Director of Instructional Improvement, outlined the responsibilities for her position including K-12 Vertical Teams, Program Review and Comprehensive Guidance Plan. She has completed the annual DOE report for Gifted and Talented. She also shared that there are currently 21 English Learners (EL) students. Her goals for the year include meeting all teachers and visiting all classrooms, set up website links and have a connection with Special Education.

VIII. Old Business

None

IX. New Business

- A. 1st Reading of Policies
 - i. DBG – Budget Adoption Process
 - ii. DFE – Gate Receipts and Admissions
 - iii. DID – Inventories
 - iv. DIDA – Fixed Assets
 - v. DJ – Bidding/Purchasing Requirements

The policies were reviewed with the only change requested is to change “Business Manager” to read “Director of Finance and Human Resources”. The policies were tabled for second reading and adoption at the next meeting.

- B. Hiring of Director of Finance and Human Resources

Superintendent Tomaszewski reviewed the history of the Director of Finance and Human Resources position. Discussion took place regarding whether there were duties of the position that could be outsourced. The Superintendent justified the position and stated she is unaware of any York County school district operating without a Finance Manager type position. The hiring process was discussed and it was decided that Russell Fox would serve on the interview committee.

X. Committee Reports

- A. Policy Sub-Committee

Damon Russell shared that the Committee met on December 8 to further review the “D” section of the policy manual and discuss the bullying policy. The Committee is recommending numerous policies for first reading.

- B. Finance Sub-Committee

Russell Fox reported the Committee met on December 21 to review the Chart of Accounts and the Monthly Financial Statement.

Superintendent Tomaszewski shared that she will receive the audit report in mid-January and present it to the School Committee in February.

An impromptu discussion on Medicaid took place. The Director of Student Services was able to answer the questions.

XI. Adjournment

To adjourn meeting at 7:35 p.m.

Moved: Damon Russell Seconded: Mike McDonald Vote: 5-0

Respectfully submitted,

Elaine M. Tomaszewski, Secretary
Wells-Ogunquit C.S.D.