

**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 **April 6, 2011** at **6:30 p.m.** at the Office of the Superintendent.

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

Visitors attending included Victoria Aldridge, Robert Sirpenski, Tyler Goodwin, Michael Richards, Casey Sullivan, Chuck Fitzpatrick, Matt Chase, Maryanne Foley, Marc Saulnier, Jennifer Ingalls, Jennifer Fitzpatrick, Debra Taylor, Reg Bennett, Philip Cavaretta, Jackie Bevins, Gail Moulton and Odyssey of the Mind students including Abigail Moulton, Maddie Taylor, Jenna Ingalls, Hanna Bragdon, and Julianne Fitzpatrick (Ashley Sczapa was unable to attend).

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.

II. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

III. Adjustments to Agenda

Superintendent Tomaszewski asked to make the following additions/changes to the agenda:

Move VIII. Old Business, Items B. & C. to after Public Comment

Add Item IX. E. – Consideration and approval of 3rd trimester Intramural coaches/advisors at Wells Junior High School

Add Item IX. F. – Presentation of WES lighting proposal

IV. Recognition, education and/or school presentations

Maddie Taylor, 8th grader, provided an overview of the proposed Odyssey of the Mind trip to the World Final Tournament in Maryland. Maddie said there are two teams from Wells Junior High School eligible to attend the tournament. Each student shared what their favorite part of Odyssey of the Mind is and why this trip would be important to them. The team then shared a song.

Motion to approve the Odyssey of the Mind trip as presented

Moved: Damon Russell

Seconded: Diana Allen

Vote: 6-0

V. Public Comments

None

VI. Old Business

- A. Consideration and approval of adoption of the FY 2011-2012 proposed regular operating budget

Superintendent Tomaszewski shared several budget proposal options stating the pros and cons of each. After much discussion, the majority of the School Committee members stated scenario 4 is a scenario they can support. This scenario keeps the proposed grade 2 teacher in the budget.

Motion to approve adoption of the FY '12 proposed regular operating budget in the amount \$21,333,394

Moved: Damon Russell

Seconded: Diana Allen

Vote: 5-1
(Fox)

- B. Consideration and approval of adoption of the FY 2011-2012 proposed Adult Community Education budget

Superintendent Tomaszewski stated the Adult Community Education budget will include state revenue, use of balance forward and local non-tax revenue.

Motion to approve adoption of the FY '12 proposed Adult Community Education budget in the amount \$307,654

Moved: Michael McDonald

Seconded: Diana Allen

Vote: 5-1
(Fox)

VII. Consideration and approval of minutes of the School Committee meeting held on March 16, 2011, March 21, 2011 and March 30, 2011

Motion to approve minutes of the School Committee meeting held on March 16, 2011, March 21, 2011 and March 30, 2011 as presented

Moved: Russell Fox Seconded: Damon Russell Vote: 6-0

VIII. Superintendent's Report

- A. Notification of Retirement
 - 1. John Bailey
 - 2. Jan Bonica

- B. Notification of Resignation
 - 1. Cynthia Capobianco
 - 2. Janice Zurlo

- C. Items for Information
 - 1. AP District of the Year Award
 - 2. Meeting with Commissioner of Education
 - 3. Meeting with RSU 21 and Select Boards
 - 4. Meeting with Select Boards

- D. *Board and Administrator*

- E. District Reports
 - 1. Collaborative Content Coach – Technology
 - 2. Director of Instructional Improvement
 - 3. Wells Elementary School
 - 4. Food Service

In her Superintendent's Report, Superintendent Tomaszewski

- Shared John Bailey and Jan Bonica have both submitted letters of intent to retire effective at the end of the 2010-2011 school year.

- Noted Cynthia Capobianco and Janice Zurlo have both submitted letters of resignation effective at the end of the 2010-2011 school year.

- Announced the District has received the Advanced Placement District of the Year Award from the College Board. This award is given in recognition of increasing the number of students of all abilities and backgrounds who enroll in Advanced Placement courses AND score three or above on the AP exams. We are one of only four districts in the state and one of 388 nationally to receive this award.

- Reminded School Committee members of the “Listening Tour” of Education Commissioner Stephen Bowen that will take place on April 11, 2011 from 6:00 PM – 8:00 PM at the Mousam View Place in Sanford.
- Stated she offered April 27 as the date for the proposed meeting of Wells, Ogunquit, WOCSD and RSU 21. She has not had this date confirmed.
- Said she responded to the letter from the Town of Ogunquit and Wells regarding a joint meeting. The letter advised the towns the School Committee would prefer to wait until May to hold this meeting.
- Reviewed the February issue of *Board and Administrator* highlighting specific topics regarding preventing end runs by sticking to board policy, keeping board roles well-defined, letters of reprimand, and high standards.

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

Michael Richards, Collaborative Content Coach – Technology

Michael highlighted hiring Rowena Woodman as the Computer Technician at the high school. Michael discussed combining the wocsd.org and Google domains. He said the WES PTSA has secured iPod Touches and iPads for students to use in the classroom. Michael also shared the feedback has been positive regarding pilot of NECAP Writing using computers, the technology group is looking at policies to be sure they are up to date and he feels we are seeing good results from staff due to recent professional development.

Pat Hayden, Director of Instructional Improvement

Pat shared the Curriculum Adoption Process model along with approval forms for curriculum changes and textbook changes. David Johnson asked how often the curriculum changes. Pat answered it depends on needs, but the Common Core will require curriculum realignment. It was discussed that Vertical Teams have representation from all grade levels and new curriculum is monitored at several levels.

Marianne Horne, Wells Elementary School Principal

Marianne shared many reasons to be proud of our elementary students including a 4th grader being honored during Youth Art Month at the Portland Museum of Art and display of student art at the State House, the Blaine House, and at Maine Principals' Association. Marianne discussed there has been a focus on wellness, including the creation of a Student Wellness Team. Marianne stated the NECAP results from October 2010 are very strong, noting over 80% of 3rd and 4th grade students scored at Proficient or above in both Reading and Math.

Tyler Goodwin, Food Service Director

Tyler noted he meets regularly with the WES Student Wellness Team. He shared the schools just finished with National Nutrition Week/Month which saw various events such as daily drawings for students choosing healthy items. Tyler discussed the Healthier US School Challenge which will begin at the elementary school.

IX. Old Business

- A. Consideration and approval of 2011-2012 school calendar

Motion to approve the 2011-2012 school calendar as presented

Moved: Michael McDonald Seconded: Damon Russell Vote: 6-0

X. New Business

- A. Organizational meeting

1. Election of Chairperson

Chair Johnson called for nominations for Chairperson. Russell Fox nominated Damon Russell, Diana Allen seconded, Russell Fox closed the nominations. By hand vote, 5-0-1 (Russell abstained), Damon Russell was elected Chairperson.

2. Election of Vice Chairperson

Chair Johnson called for nominations for Vice Chairperson. Russell Fox nominated Michael McDonald, Diana Allen seconded, Russell Fox closed the nominations. By hand vote, 5-0-1 (McDonald abstained), Michael McDonald was elected Vice Chairperson.

3. Election of Secretary

Chair Johnson nominated Elaine Tomaszewski as Secretary, Russell Fox seconded. By hand vote, 6-0, Elaine Tomaszewski was elected Secretary.

4. Election of Warrant Officers – Wells
Michael McDonald nominated Marianne Goodine and Elizabeth Littlefield as Warrant Officers – Wells, John Eliopoulos seconded. By hand vote, 6-0, Marianne Goodine and Elizabeth Littlefield were elected Warrant Officers – Wells.
5. Election of Warrant Officer – Ogunquit
Damon Russell nominated Sharma Damren as Warrant Officer – Ogunquit, Diana Allen seconded. By hand vote, 6-0, Sharma Damren was elected Warrant Officer – Ogunquit.
6. Election of Registration Officer
Michael McDonald nominated Diane Norton as Registration Officer, Diana Allen seconded. By hand vote, 6-0, Diane Norton was elected Registration Officer.
7. Election of School Physician
Russell Fox nominated Dr. Jeffrey Cote as School Physician for the 2011-2012 school year, Diana Allen seconded. By hand vote, 6-0, Dr. Jeffrey Cote was elected School Physician.
8. Election of Attendance Officers
Russell Fox nominated Eileen Sheehy, Johanna Reinke and Kenneth Spinney as Attendance Officers, Diana Allen seconded. By hand vote, 6-0, Eileen Sheehy, Johanna Reinke and Kenneth Spinney were elected Attendance Officers.

B. Vacant Committee Seats

Chair Johnson appointed John Eliopoulos to the vacant seat on the WOSSA Sick Bank Committee (replacing Sue Pollard).

Chair Johnson appointed Mike McDonald to the vacant seat on the WOSSA Negotiations Committee (replacing Matt Chase).

C. Annual Affirmation of District Policies

Motion to affirm the District Policies

Moved: Damon Russell Seconded: Diana Allen

Vote: 6-0

- D. 1st Reading of Policies
 - i. JFCH – Student Drug, Alcohol and Tobacco Use
 - ii. KG – Community Use of School Buildings and Facilities

The policies were tabled for second reading and adoption at the next regular meeting.

- E. Consideration and approval of 3rd trimester Intramural coaches/advisors at Wells Junior High School

Superintendent Tomaszewski shared the list of 3rd trimester Intramural coaches/advisors which included: Ellen Rodman (Walking), Saul Lindauer (Green Team), Renee Savage (Roller Blading), Jane Garnsey (Art Club), Jane Garnsey (Design to Scale), Dawn Valente (Math Team), Alison Graichen (Jazz Band), Eric Hopkins (Games Club), Rachel Kilbride (Sewing Club), Linda Gaidimas (Sewing Club), Bonnie Dill (Little House), Colleen Forde (Very Talented Artists), Jack Griffin (Lawn Bowling), Beth Cilluffo (Lawn Bowling), Ellen Rodman (Golf), and Sue Condon (Golf).

Motion to approve the 3rd trimester Intramural coaches/advisors as presented

Moved: Damon Russell Seconded: Diana Allen Vote: 6-0

- F. Presentation of WES lighting proposal

Bob Sirpenski said he is not looking for approval tonight, rather wanted to make the School Committee aware he and David Boyd have been working on the lighting situation at Wells Elementary School, an ongoing issue for the past several years. Bulbs burn out after a short period of time. Bob shared they are currently trying out different lights at no charge to the District. Bob said pre-approval of a project is required by Efficiency Maine and, of course, the School Committee would need to authorize the project to go out to bid. Bob will keep the School Committee informed of the next steps.

XI. Committee Reports

- A. SRTC Committee

Superintendent Tomaszewski shared the Sanford Regional Technical Center Advisory Committee recently met. At the meeting it was shared Sanford High School and SRTC are high on the state school construction approval list, the committee finalized the 2011-2012 calendar, and is working on attendance policies

Matt Chase (audience member) asked to review the remaining budget timeline. Superintendent Tomaszewski noted May 4 the School Committee will approve the budget, June 1 is the budget meeting at Wells High School (Olenn Auditorium) with the referendum vote June 14 for both towns.

XII. Adjournment

To adjourn meeting at 7:49 p.m.

Moved: Diana Allen

Seconded: John Eliopoulos

Vote: 6-0

Respectfully submitted,

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