

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 **November 2, 2011 at 6:30 p.m.** at the Office of the Superintendent of Schools, 1460 Post Road, Wells.

School Committee members attending included Damon Russell, Russell Fox, Marc Saulnier, John Eliopoulos and David Johnson. Diana Allen was excused. Administrators in attendance included Superintendent of Schools Elaine Tomaszewski, Pat Hayden, Chris Chessie, Karen Ropes, Cheryl Mills, Marianne Horne, Jim Daly and Johanna Reinke.

Visitors attending included Bruce Rudolph, Maryanne Foley, Reg Bennett, Lynn Mercier and Warren Cousins.

I. Call to Order/Reading of Mission Statement

Chairperson Russell 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

Add Notice of Resignation under Superintendent's Report and move VII.B.7 – Sabbatical Leave to IX.D. as Consideration and approval of sabbatical leave

IV. Recognition, education and/or school presentations

None

V. Public Comments

Warren Cousins spoke regarding the condition of school fields and inquired regarding a committee being formed to assess district fields. The Director of Finance & Human Resources took Mr. Cousin's contact information.

VI. Consideration and approval of minutes of the School Committee meetings held on:

- a. October 5, 2011

Motion to approve minutes of October 5, 2011 as presented

Moved: Russell Fox

Seconded: John Eliopoulos

Vote: 4-0-1

(abstention: Johnson)

VII. Superintendent's Report

- A. Notification of Employment
 1. Jennifer Lord – WES Ed Tech III – Title I Math (1 year only)
- B. Items of Information
 1. Google Visit
 2. Education Jobs Bill
 3. October 7 Professional Development
 4. Conference Attendance
 5. NCLB Review
 6. Title III Report
 7. Sabbatical Leave
 8. Artsonia
- C. *Board and Administrator*
- D. Correspondence
- E. District Reports
 1. Special Services
 2. Wells Junior High School
 3. Collaborative Content Coach – Technology
 4. Finance

In her Superintendent's Report, Superintendent Tomaszewski

- Shared Jennifer Lord has been hired as the Educational Technician III to provide Math support to Title I students at Wells Elementary School.
- Reported Cheryl Oakes was contacted by Google in response to a blog regarding her use of Google applications with her high school special education students. Google filmed what they call a Search Story at Wells High School. We will publicize the release.
- Noted the remainder of the Education Jobs Bill (\$160,000) will be used in FY '12 to fund portions of 8 positions and 2 full time positions.

- Stated a district wide professional development day was held on October 7. The elementary school focused on learning about the common core math standards, data analysis and future search goals. The junior high learned about the four lenses work, understanding various communication styles and how to teach the skill of argumentative writing. High school staff spent time on future search, curriculum work, SAT preparation, PLATO and incorporating technology. The Special Education team worked on PLATO training, behavioral programming and instructional methods. The Central Office also participated in Google training.
- Communicated she attended the Annual Superintendent's meeting in Augusta where the topic was 21st Century leadership skills.
- Acknowledged on October 14, the district underwent a No Child Left Behind review of our Title programs. A written report will arrive within the month; the verbal report was highly complimentary and we did not receive any citations.
- Reiterated Title III is our English Learner program. As part of a multi district consortium, the group did not meet the AYP standard. There are no ramifications for this; it is for report out purposes only.
- Is pleased to report Wells Elementary Art Teacher Sandy Brennan has been recognized with a Leadership Award from Artsonia, an online student artwork gallery.
- Noted Public Information Officer Reg Bennett recently had one of his photographs used on the new Aztec Two Step CD cover.
- Highlighted topics in the October edition of *Board and Administrator*.
- Shared several thank you notes from employees.
- Noted she accepted the resignation of Ken West, Special Education Teacher at Wells Junior High.

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

Karen Ropes, Director of Special Services

Ms. Ropes outlined current program news, including Unique Learning, Leveled Literacy Intervention, Wilson Reading and Transition Programming Services. Karen also congratulated several staff members as they will be presenting at State and/or National level seminars this year.

Chris Chessie, Wells Junior High School

Mr. Chessie shared the junior high students recently completed the NECAP's. He mentioned Erin Mansfield's students wrote to author Donn Felder (Lost on a Mountain) and Mr. Felder came to visit the students. Chris said the 17th Annual Thanksgiving Dinner will take place on November 20 with participation from the entire school.

Michael Richards – Collaborative Content Coach – Technology

Mr. Richards stated the district's e-mail has been switched from the State Horde system to Google. He said the netbooks have arrived and are being utilized daily in grades 5 and 6. He is working on updating the district's Technology Plan that expires June 2012.

Bruce Rudolph – Finance

Mr. Rudolph noted in his short time with the district he has been working on many things including budget, WHS architect study, grounds and athletics fields and transportation to name a few.

VIII. Old Business

- A. 2012-2013 Budget
 - i. Budget timeline
 - ii. School Committee input
 - iii. New initiatives/major developments

Superintendent Tomaszewski reviewed the proposed timeline for the FY '13 budget development. Committee members had no conflicts with the proposed timeline. The timeline will become final and be posted on the district's website.

Superintendent Tomaszewski requested guidelines from the School Committee regarding the FY '13 budget development. She provided three options for a target amount to which the School Committee could recommend adjustments up or down. The School Committee chose to have a flat budget with zero percent increase.

For informational purposes only, Superintendent Tomaszewski shared a potential new initiative for the FY '13 budget to add computer technician time to the current schedule to support computers, software, and technology related district needs. The Superintendent will share any new or major changes which may or may not actually be a part of the budget. These updates will give the School Committee and public an opportunity to know what we are looking at to move the district forward as we prepare for next year.

IX. New Business

- A. Consideration and approval of Architect and Engineering Services Agreement

Bruce Rudolph, Director of Finance & Human Resources, updated the School Committee regarding the architect selection process. The ad hoc committee reviewed submissions by ten firms and interviewed four firms. The four firms, ranked in order of preference, are Harriman Associates, Lavallee-Brensinger Architects, Oak Point Associates and WBRC.

Motion to authorize the Superintendent to negotiate and execute an architectural and engineering services agreement in accordance with Title 5, Section 1742, Subsection 6 with one of the following firms: Harriman Associates, Lavallee-Brensinger Architects, Oak Point Associates, WBRC.

Moved: Russell Fox Seconded: David Johnson Vote: 5-0

- B. Consideration and approval of bid for copiers/copy services

Bruce Rudolph provided information regarding the copier RFP. Two bids were presented, with Business Equipment Unlimited as the lower bidder.

Motion to accept the copier bid as presented to Business Equipment Unlimited for \$89,713, financed through Gorham Savings Bank via a three year municipal lease/purchase for three annual payments of \$30,719 each at a municipal interest rate of 2.75%

Moved: Marc Saulnier Seconded: David Johnson Vote: 5-0

- C. Consideration and approval of stipend positions
- i. Jeff Page – WHS JV Boys Basketball Coach
 - ii. Sara Littlefield – WHS Winter Cheerleading Coach
 - iii. Julia Caron – WHS Assistant Winter Cheerleading Coach

Superintendent Tomaszewski recommended the appointment of these individuals as listed

Motion to accept the stipend position of Jeff Page as recommended by Superintendent Tomaszewski

Moved: Russell Fox Seconded: David Johnson Vote: 5-0

Motion to accept the stipend position of Sara Littlefield as recommended by Superintendent Tomaszewski

Moved: John Eliopoulos Seconded: Marc Saulnier Vote: 5-0
Motion to accept the stipend position of Julia Caron as recommended by Superintendent Tomaszewski

Moved: Russell Fox Seconded: John Eliopoulos Vote: 5-0

D. Consideration and approval of sabbatical leave

Superintendent Tomaszewski stated there were two applicants for sabbatical leave for the 2012-2013 school year. Based on criteria outlined in the Wells-Ogunquit Teachers Association agreement, Superintendent Tomaszewski is recommending the approval of sabbatical leave for Christopher Milliken.

Motion to accept the Superintendent's recommendation to approve a one year sabbatical leave for Christopher Milliken for the 2012-2013 school year

Moved: Marc Saulnier Seconded: David Johnson Vote: 5-0

X. Committee Reports

A. Finance Sub-Committee

Russell Fox shared the Finance Committee met to discuss YTD finances, purchasing, athletic fields, grounds care, buildings, and transportation. Additionally, David Boyd, Head Custodian at Wells Elementary School, is applying to obtain a grant for lighting at the elementary school.

XI. Adjournment

To adjourn meeting at 7:59 p.m.

Moved: David Johnson Seconded: John Eliopoulos Vote: 5-0

Respectfully submitted,

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