

**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 **December 7, 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, Diana Allen and David Johnson. John Eliopoulos was excused. Administrators in attendance included Superintendent of Schools Elaine Tomaszewski, Pat Hayden, Chris Chessie, Karen Ropes, Cheryl Mills, Marianne Horne, Jim Daly and Ken Spinney.

Visitors attending included Bruce Rudolph, Maryanne Foley, Reg Bennett, Michael Richards, Donna Longley, Tyler Goodwin, Kevin O'Shaughnessy, Wayne Haase, Clif Greim, and Dan Ellingson.

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 VII.B.4 Item for Information: WHS Boiler Status Report

Add IX.D. Consideration and approval of employment, item i. Victoria Boulger – WJHS Special Education Teacher

Add IX.E. Consideration and approval of budget line item transfer

IV. Recognition, education and/or school presentations

A. School Committee member resignation

Superintendent Tomaszewski read the resignation letter submitted by John Eliopoulos. The School Committee accepted his resignation with regret.

Moved: Diana Allen

Seconded: David Johnson

Vote: 5-0

B. WHS Football Team

Superintendent Tomaszewski publicly congratulated the Wells High School Football Team on winning the Class B State Championship on November 19, 2011.

The School Committee expressed they and the entire community are proud of the football team and how they conducted themselves throughout the entire season.

C. Wells High School Architect Study – Harriman Associates

Members of Harriman & Associates (President Clif Greim and Engineer Dan Ellingson) provided an update regarding plans for the study. The firm will benchmark the existing building and infrastructure and provide a cost analysis. The cost analysis will look at the building operating over a set number of years and the firm will provide the cost of new vs. renovation along with cost for fixing the life safety items only. An important component will be assessing the Education Program (how the building is used). To assist with this, they will be interviewing and surveying staff, students and parents. These interviews will take place in December. In January they will provide a cost estimate and analysis and look to have a preliminary review and cost data available by the end of February.

V. Public Comments

Wayne Haas asked when the Wells High School building was opened and if there had been any renovations or additions. Superintendent Tomaszewski answered the building opened in 1976 and has only had one small addition.

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

- a. November 2, 2011

Motion to approve minutes of November 2, 2011 as presented

Moved: Russell Fox

Seconded: David Johnson

Vote: 4-0-1
(abstention: Allen)

VII. Superintendent's Report

A. Notification of Employment

1. Michelle Boucher – WES Ed Tech III – Title I Math (1 year only)

B. Items of Information

1. NCLB Review
2. October 1 Enrollments
3. Joint Select Board Meeting

- C. *Board and Administrator*
- D. Correspondence
- E. District Reports
 - 1. Wells Elementary School
 - 2. School Nutrition Services
 - 3. Director of Instructional Improvement

In her Superintendent's Report, Superintendent Tomaszewski

- Shared Michelle Boucher has been hired as the Educational Technician III (1 year only) to provide Math support to Title I students at Wells Elementary School.
- Noted we have received the written report of the No Child Left Behind review of our Title programs that took place on October 14. The report showed three commendations; Pat Hayden will discuss further in her report.
- Said our official October 1 enrollments have been compiled and verified by the DOE. We are at 1359; this is 35 fewer than last year, but historically the number increases by the April count.
- Stated January 5 has been the date selected to hold the Joint Select Board Meeting. A meeting will take place prior to January 5 to determine agenda items.
- Bruce Rudolph updated the School Committee regarding the boilers at Wells High School. They are each 35 years old and beyond their expected useful life. The concern is heating the school if both boilers were to fail. A contingency plan is being developed.
- Highlighted topics in the November edition of *Board and Administrator*.
- Shared several thank you notes from employees.
- Noted the football tower was demolished today. Cindy Roche reported the goal of the committee is to have the new tower completed by graduation, 2012. She noted \$52,000 of the \$56,000 needed for reconstruction has already been raised through private fundraising.
- Thanked Mr. Chessie, Ms. Reinke and the entire Wells Junior High School for their part in honoring the Wreath's Across America project as it moved through town on December 5.

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

Marianne Horne, Wells Elementary School

Ms. Horne shared Art Teacher Sandy Brennan has been recognized by artsonia.com, an online art museum. She discussed student's contributions, including the Student Wellness Committee, Green Team, Day of Compassion and 77 junior high students volunteering at Wells Elementary School.

Tyler Goodwin, School Nutrition Services

Mr. Goodwin explained the name of "Food Services" has changed to "School Nutrition Services". He reviewed the Healthy US Schools Challenge, new menus and participation trends, noting the counts are down slightly this year. Kitchen Managers and Mr. Goodwin are certified in the "Serve Safe" food safety course.

Pat Hayden, Director of Instructional Improvement

Ms. Hayden highlighted new teacher induction support. She updated regarding the NCLB review, stating WOCSO received a very complimentary review with no citations, several recommendations for improvement of paperwork procedures and three commendations for impressive number of professional development opportunities, Title IA parent involvement activities, and continued use of data analysis and best practices to design Title I student support programs. Ms. Hayden shared the NCLB allocations have been decreased by approximately \$1600 for 2011-2012.

VIII. Old Business

- A. 2012-2013 Budget
 - i. Budget timeline
 - ii. New initiatives/major developments

Superintendent Tomaszewski reviewed the timeline for the FY '13 budget development that was approved at the November 2 meeting.

For informational purposes only, principals shared three potential new initiatives for the FY '13 budget. These include: providing a late bus two days per week for elementary students; purchasing and installing one interactive white board and projector at the elementary school; and adding an Advanced Placement Computer Science course for grades 11-12 at the high school. In addition, Marianne Horne said she beginning a study of a program for four year olds at Wells Elementary School.

B. School Committee meeting dates

Chair Russell polled the School Committee to see what their wishes are for moving forward with one meeting month or returning to two meetings per month. The consensus was to continue holding one meeting per month, with more meetings scheduled as necessary for budget purposes. It was also noted the Finance Committee will meet twice per month.

IX. New Business

- A. Consideration and approval of stipend position
 i. Rebecca Harris – WJHS Fall Assistant Drama

Superintendent Tomaszewski recommended the appointment as listed

Motion to accept the stipend position of Rebecca Harris as recommended by Superintendent Tomaszewski

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

- B. Consideration and approval of volunteer positions
 i. Christine Roy – WJHS Assistant Cheering Coach
 ii. Robert Berry – WHS Boys Varsity Basketball
 iii. Patrick Moody – WHS Girls Varsity Basketball
 iv. Emily Wallingford – WHS Girls Varsity Basketball
 v. Samantha Tucker – WHS Winter Cheerleading
 vi. Kaleigh Kent – WHS Winter Cheerleading
 vii. Sybil Coombs – WHS Winter Cheerleading

Superintendent Tomaszewski recommended the appointment of these volunteer positions as listed

Motion to accept the volunteer positions as recommended by Superintendent Tomaszewski

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

- C. 1st Reading of Policies
 i. IKFD – Awarding of High School Diplomas to Veterans of World War II, the Korean Conflict and Vietnam War Era
 ii. JRA – Student Education Records and Information
 iii. JRA-E – Annual Notice of Student Education Records and Information Rights
 iv. JRA-R – Student Education Records and Information Administrative Procedure

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

- D. Consideration and approval of employment
 - i. Victoria Boulger – WJHS Special Education Teacher

Superintendent Tomaszewski nominated Victoria Boulger for the position of WJHS Special Education Teacher

Motion to accept the nomination of Victoria Boulger as proposed by Superintendent Tomaszewski

Moved: Diana Allen Seconded: David Johnson Vote: 5-0

- E. Consideration and approval of budget line item transfer

Bruce Rudolph outlined the proposed transfer as suggested by the auditors. Superintendent Tomaszewski recommends the transfer.

Motion to transfer \$54,100 from the FY '11 Regular Instruction budget line to the FY '11 Facilities Maintenance budget line

Moved: Russell Fox Seconded: Marc Saulnier Vote: 5-0

X. Committee Reports

- A. Policy Committee

Damon Russell shared the Policy Committee met on November 9 to discuss several policies, many of which are being submitted for 1st reading this evening.

- B. Finance Sub-Committee

Russell Fox shared the Finance Committee met to discuss YTD finances, purchasing, substitutes, athletic fields, grounds care, and buildings.

XI. Executive Session

- A. Motion to enter Executive Session at 7:50 p.m. to discuss labor negotiations between the Wells-Ogunquit CSD School Committee and the Wells-Ogunquit Administrators Association pursuant to 1 M.R.S.A. § 405 (6) (D). Superintendent Tomaszewski was invited to attend.

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

The Committee was declared out of Executive Session at 8:45 p.m. by Chairperson Russell.

There was no action as a result of Executive Session.

- B. Motion to enter Executive Session at 8:48 p.m. to discuss labor negotiations between the Wells-Ogunquit CSD School Committee and the Wells-Ogunquit Teachers Association pursuant to 1 M.R.S.A. § 405 (6) (D). Superintendent Tomaszewski and Bruce Rudolph were invited to attend.

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

The Committee was declared out of Executive Session at 8:56 p.m. by Chairperson Russell.

Motion to authorize negotiators to enter into discussion with WOTA negotiators to discuss their request

Moved: Diana Allen Seconded: David Johnson Vote: 5-0

XII. Adjournment

To adjourn meeting at 8:58 p.m.

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

Respectfully submitted,

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