

**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 **October 3, 2012** at **6:30 p.m.** at the Office of the Superintendent of Schools, 1460 Post Road, Wells.

School Committee members attending included Russell Fox, Marc Saulnier, Diana Allen, Cory Thyng, and Sue Pollard. Absent: Jackie Bevins Administrators in attendance included Superintendent Elaine Tomaszewski, Ryan, Fairchild, Jim Daly, Bob Griffin, Ken Spinney, Marianne Horne, Eileen Sheehy and Cheryl Mills.

Visitors attending included Rick Kusturin, Michael Richards, Victoria Aldridge, Maryanne Foley, Linda Delaney, Susan Onion, Reg Bennett, and Sarah Tavares.

**I. Call to Order/Reading of Mission Statement**

Chair Fox 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**

None

**IV. Recognition, education and/or school presentations**

Chair Fox presented Zoë Onion with a certificate in recognition for being named a National Merit Scholarship Semi-Finalist.

**V. Public Comment**

None

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

a. September 5, 2012

Motion to approve minutes of September 5, 2012 as presented

Moved: Marc Saulnier

Seconded: Diana Allen

Vote: 5-0

## VII. Superintendent's Report

In her Superintendent's Report, Superintendent Tomaszewski

- Shared an updated committee list.
- Reviewed the School Committee meeting schedule. The meetings will take place on the first Wednesday of each month and additional meetings will be scheduled as necessary.
- Stated staff will participate in a number of professional development activities during the October 4 early release and October 5 teacher workshop day.
- Reminded members the School Committee will need to present guidelines regarding FY '14 budget planning.
- Noted she accepted the retirement notification of Pam Parrott, who will retire from Wells High School on December 28 after being with the district since 1985.
- Stated Katelyn Lewia has been hired as an Ed Tech III at Wells High School.
- Reviewed approved list of 1<sup>st</sup> trimester intramural coaches/advisors for Wells Junior High School. The list included: Linda Gaidimas (Sewing Club); Rachel Kilbride (Sewing Club); Renee Savage (WiiFit/Wii Sports); Alison Graichen (Jazz Band); Saul Lindauer (Green Team); Ellen Rodman (Walking Club & Wellness Club); Matt Coleman (Photography Club); Beth Cilluffo (Foreign Foods, Fun & Festivities); Erin Bartlett (Foreign Foods, Fun & Festivities); Lynn Mercier (Floor Hockey & Field Hockey); Bonnie Dill (Little House); Dawn Valente (Math Team).
- Highlighted topics in the September edition of *Board and Administrator*.
- Tyler Goodwin was recently on MPBN's Maine Calling to discuss the changes in school nutrition.
- Shared Jim Daly and son Chad were honored October 2 by Wells Select Board for saving the life of a man who was in cardiac arrest.
- Reviewed correspondence regarding:
  - Request to elect delegate to the MSBA Delegate Assembly

Motion to elect Russell Fox as a Delegate to the Maine School Board's Association 2012 Assembly

Moved: Diana Allen

Seconded: Marc Saulnier

Vote: 5-0

- o Superintendent's Agreements

Superintendent Tomaszewski shared correspondence to Commissioner Bowen and correspondence from the Commissioner addressing the topic.

District Reports (all reports are posted on the district website: k12wocsd.net)

Jim Daly – Wells High School

Mr. Daly shared the high school is off to a tremendous start. Homecoming just took place. On October 17, sophomores and juniors will take the PSAT. Seniors will have a College Prep day.

Ryan Fairchild – Special Services

Mr. Fairchild provided an update regarding his responsibilities as Director of Special Services. He discussed opening of school, professional development and priorities for 2012-13.

Rick Kursturin – Finance

Mr. Kursturin discussed budget control, the vacant Bookkeeper position, snow plowing RFP, architect selection and the recent audit.

Pat Hayden – Director of Instructional Improvement

Ms. Hayden reviewed the curriculum development process and reviewed the five year plan.

## VIII. Old Business

A. WHS Architect Selection Committee Update

Four architect/engineering firms were interviewed. WOCSD should have a proposal from the top choice within 10 days. Once that is complete, contract approval will be required from the School Committee.

## IX. New Business

A. 1<sup>st</sup> Reading Policies

- i. JKAA – Use of Physical Restraint and Seclusion
- ii. KDB – Public's Right to Know/Freedom of Access

Motion to table the policies presented for 2<sup>nd</sup> reading at the next School Committee meeting

Moved: Diana Allen

Seconded: Marc Saulnier

Vote: 5-0

- B. 2<sup>nd</sup> Year Probationary Teachers
  - i. Melissa Stapleton
  - ii. Pierce Cole

Superintendent Tomaszewski nominated Melissa Stapleton and Pierce Cole 2<sup>nd</sup> year probationary contracts.

Motion to accept the Superintendent’s nomination of Melissa Stapleton for a year two probationary contract for 2012-13

Moved: Diana Allen	Seconded: Sue Pollard	Vote: 5-0
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Motion to accept the Superintendent’s nomination of Pierce Cole for a year two probationary contract for 2012-13

Moved: Diana Allen	Seconded: Sue Pollard	Vote: 5-0
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- C. Consideration and approval of stipend positions
  - i. Clarissa Sweeney – K-2 Social Studies Instructional Team Leader
  - ii. Julie Esch – WJHS Newspaper Co-Advisor
  - iii. Marilyn Zotos – WJHS Newspaper Co-Advisor
  - iv. 2012-13 Certification Mentors & Committee

Motion to appoint Clarissa Sweeney to the position of K-2 Social Studies Instructional Team Leader

Moved: Marc Saulnier	Seconded: Sue Pollard	Vote: 5-0
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Motion to appoint Julie Esch to the position of WJHS Newspaper Co-Advisor

Moved: Diana Allen	Seconded: Sue Pollard	Vote: 5-0
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Motion to appoint Marilyn Zotos to the position of WJHS Newspaper Co-Advisor

Moved: Diana Allen	Seconded: Sue Pollard	Vote: 5-0
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Superintendent Tomaszewski recommended appointment of stipend positions as follows: Clarissa Sweeney (K-2 Social Studies Instructional Team Leader); Julie Esch (WJHS Newspaper Co-Advisor); Marilyn Zotos (WJHS Newspaper Co-Advisor); Mentors (Mark Kafkas, Julie Esch, Nancy Colley, Lee McGlashan, Lucille Pisano, Kim Richards, Beth Hutchins, Ellen Rodman, Nancy Cotty, Jackie Quinton, Cheryl Oakes, Kevin O’Shaughnessy, Rebecca Follansbee, Beth Cilluffo, Brenda Brown, Karen Taylor, Karllee Wells); District Certification Committee (Paula Brayson, Maureen McEnaney, Karen Valliere, Pat Casey, Linda Gaidimas).

Motion to approve appointment of 2012-13 Certification Mentors & Committee as presented

Moved: Diana Allen	Seconded: Marc Saulnier	Vote: 5-0
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D. Appointment of Freedom of Access Officer

Due to new legislation, the district is required to appoint a Freedom of Access Officer.

Motion to designate Superintendent Tomaszewski as the district's Freedom of Access Officer

Moved: Diana Allen                      Seconded: Marc Saulnier                      Vote: 5-0

E. Appointment of Dropout Prevention Committee

Superintendent Tomaszewski requested authorization to create a Dropout Prevention Committee.

Motion to authorize the Superintendent to create a Dropout Prevention Committee

Moved: Marc Saulnier                      Seconded: Diana Allen                      Vote: 5-0

**X. Committee Reports**

WHS Building Committee: The Building Committee will meet next week. Once a formal meeting schedule has been created, the School Committee will receive it.

Finance Committee: Marc Saulnier shared the Finance Committee met to discuss accrual of summer salaries, the budget process, 3-5 year plans for new initiatives and a capital improvement tool.

Policy Committee: Superintendent Tomaszewski shared the Policy Committee met on September 19 to discuss several policies due to new legislation. The policy manual is being reviewed by MSMA and should be received soon.

**XI. Adjournment**

To adjourn meeting at 7:37 p.m.

Moved: Diana Allen                      Seconded: Sue Pollard                      Vote: 5-0

Respectfully submitted,

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