

## **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 **September 2, 2015 at 6:30 p.m.** at the Office of the Superintendent of Schools, 1460 Post Road, Wells.

School Committee members attending included: Helena Ackerson, Jason Vennard, Miranda Pollard, and Stillman Bradish. Administrators in attendance included: Director of Instruction, Stacey Schatzabel; Interim Dir. of Finance, Jay Moore; Director of Special Services, Ryan Fairchild; Director of Technology, Michael Richards; WHS Principal, Eileen Sheehy, WHS Assistant Principal, Josh Gould; WHS Student Activities Director, Jack Molloy; WJH Principal, Chris Chessie; WES Principal, Marianne Horne; and WES Assistant Principal, Ken Spinney.

Visitors attending included: Martin Ryan, Katie Mercier, Charles Agnew, MaryAnn Schwanda, Lynn Mercier, and MaryAnne Foley.

#### **1. Call to Order/Mission Statement**

Chair Ackerson called the meeting to order at 6:30pm.  
Chair Ackerson read the District Mission Statement.

#### **2. Pledge of Allegiance**

Chair Ackerson led the group in the Pledge of Allegiance.

#### **3. Adjustments to the Agenda**

Adjustments to the Agenda included:

- MOVE – 9D to 7F – NATURAL GAS PROVIDER presentation

- ADD – 8B/14 – NEW HIRE -Nicole Passarretti – WES Ed Tech II
- ADD – 8C/3 – RESIGNATION –Dean Ramsdell – SC Member
- ADD – 8E/3 – STIPEND APPT – Daniel Webb -Gr. 7 Soccer Coach
- ADD – 8E/4 – MENTORS (see list included in packet)
- ADD – 8A/5 –STUDENT RECOGNITION/Town of Ogunquit
- ADD – 7E – SELECT CHORUS After-School Program
- DELETE – 9A – Consideration and Approval of Committee Chair

#### 4. Public Comment

-there was no public comment

#### 5 . Consideration and approval of minutes of School Committee meetings held on June 17, 2015 and July 14, 2015.

Motion to approve the minutes of June 17, 2015 and July 14, 2015 as presented:

Motion: *Bradish*

Seconded: *Vennard*

Vote: 4-0

#### 6. Committee Reports –

-NONE

#### 7. District Reports

##### A. Director of Instruction – Stacey Schatzabel

Ms. Schatzabel introduced herself stating she was honored to be a part of the WOCS D. Her background includes:

-25 years in education

-taught at Noble and Kennebunk

-most recently Assistant Principal at Bonny Eagle Middle School

Her presentation highlighted accomplishments since coming on board in July and her priorities moving forward.

##### B. Interim Director of Finance – Jay Moore

Mr. Moore stated that he accepted the interim directorship officially on August 1, 2015. He provided a presentation indicating building and grounds projects that have been accomplished during the summer months:

- Natural gas lines installed at all (3) schools
- Fiber optic cable moved to meet natural gas requirements
- Purchased van (\$28,000) -to offset predicted expense of transportation cost (\$85,000/yr) and monthly rental (\$1,000) from outside source
- Removed boilers at Wells Jr High
- Repaired parking lot area in front of Jr High
- Replaced 13 windows on north side of Jr High
- Installation of new natural gas boilers will be completed by the end of the month
- New security system at Jr High
- Electrical upgrades were installed to meet natural gas requirements
- Courtyard area in rear of Jr High building has been landscaped
- Wells Elem kitchen has been upgraded to meet natural gas standards
- Propane tanks at WES have been removed

Mr. Moore stated that he, along with Supt. Daly, will be focusing on the budget and being responsible with expenditures. Bi-monthly meetings will be held with administrators to ascertain needs for each building.

QUESTION: School Committee Member, Bradish, asked if oil would still be used this winter.

RESPONSE: Supt. Daly stated that it would be used at the high school for a portion of the year. After the transition to the new section occurs in Dec. 2015, conversion to natural gas would take place. The elementary school has converted – the junior high will on 9/15/15.

C. Facilities Report – Martin E. Ryan, CMAA

At the request of Supt. Daly, Mr. Ryan conducted a review of the outdoor athletic facilities throughout the District as to their conditions and possible improvements needed. Mr. Ryan recommended the following:

- Contract with an outside provider for field maintenance and game prep for spring and fall sports seasons

- Enhance the “ambiance” of our outdoor facilities to reflect the interest and support shared by the community
- Develop a method of communication from head coaches regarding facility decisions that impact their athletic programs
- Develop a plan/concept of storage of outside equipment to protect their longevity and the public image
- Remove/install a new football/baseball scoreboard (35 years old) at Warrior Memorial Field and install a scoreboard on the WHS softball/field hockey field.
- Develop a plan of “rest” for the infield at Forbes Field for turf to recover from overuse
- Develop a plan to appoint one person to be directly responsible for oversight of the outside athletic complex
- Recommended the District keep in mind the potential of Civil Rights questions as they pertain to provisions of Title IX.

Supt. Daly thanked Mr. Ryan for his guidance and for providing such a comprehensive report. He noted that since receiving this report in June 2015, many of the recommendations have already been completed.

D. Building Construction Update – Joshua Gould

Mr. Gould announced that the next meeting of the Building Construction Committee will be held on Monday, 9/14/15 at 6pm in the WHS Library.

Progress thus far:

- Access road connecting all campuses is complete
- Community response is positive – people are proud!
- Interior work on three floors is ongoing  
--3<sup>rd</sup> floor – nearly complete
- Exterior work – brick in place/finish paint applied
- Inspections have been made – some final
- Girls Locker Room – complete
- Boys Locker Room – working on epoxy floors – new due date 9/7
- Boilers should be functional in mid-October
- Transition to new construction estimated for Dec. 2015

- Renovations to auditorium to begin after fall play in November. Wells Elem and Wells Jr High have offered the use of their facilities for productions/concerts in winter/spring

QUESTION: School Committee Member, Bradish, asked if there is a non-skid component in the epoxy floor.

RESPONSE: Supt. Daly responded in the affirmative.

***Supt. Daly asked the Committee to change the order of the remaining presentations to accommodate the speaker's schedule.***

F. Natural Gas Provider – Presentation –  
*Charles Agnew, Competitive Energy Services*

Mr. Agnew greeted the gathering and gave a background of his company. CES assists in the procurement of natural gas products for large and small businesses/schools throughout the country. In Maine, their clients include: the University of Maine System, the State's Community College System (YCCC), York Hospital, Hannaford, and LLBean.

He provided a presentation outlining the company's services that would be offered to the District.

E. After-School Program – Select Chorus – *Katie Mercier/Chris Chessie*  
Ms. Mercier, WJH Music Teacher, explained her request for an after-school group – "Select Chorus" to be added at the junior high level. The group would be an audition-based chorus for grades 5-8. Ms. Mercier shared that currently chorus has open enrollment. Having the *Select Chorus* would provide an avenue for those wishing a more challenging environment.

QUESTION: School Committee Chair, Ackerson, asked if this would be a competitive group.

RESPONSE: Ms. Mercier replied that she hoped to join competitions; especially with those with a cappella groups.

Principal Chessie noted that as a new offering, the group would fund-raise for expenses (except for transportation) for the first 2 years.

**Consideration and approval of an After-School- Select Chorus to be established at the Junior High School level.**

Motion: Vennard

Seconded: Bradish

Vote: 4-0

**8. Superintendent's Report**

**A. Items for Information**

i. Opening of Schools

-schools opened for Grades 1-9 on 9/2/15

-grades 10-12 will follow on 9/3/15

-BK and K will begin on 9/9/15

Each building principal gave a brief summary of their opening day.

Supt. Daly thanked the District custodial staff and secretarial staff for their efforts throughout the summer in making the opening of school a success.

ii. Update on Summer Projects

-Supt. Daly referred to Mr. Moore's and Mr. Gould's reports.

iii. MSMA Delegate Assembly

-Supt. Daly addressed the Committee, explaining that the Maine School Management Association will be hosting their annual fall conference in October. Any school committee member wishing to attend should let him know.

iv. Non-Resident Students/Superintendent's Agreements

-Supt. Daly referred to communication from the State relative to a recent superintendent's agreement.

v. Student Recognition

-Supt. Daly noted that four (4) WHS students from Ogunquit (Jacob Lareau, Madison Morin, Nick Cousins, and Ryan Shackford) were recognized on Tuesday, 9/1/15, for their summer work program in conjunction with the Town of Ogunquit. The students were praised for their positive work ethic and exceptional representation of the WOCSD. Supt. Daly thanked Tom Fortier, Ogunquit Town Manager, and the Ogunquit Select Board for their support of this co-operative program.

**B. Notification of Employment During Summer Months**

-Supt. Daly read a list of personnel changes (new hires/transfers) that took place over the summer months

**C. Notification of Resignation**

-Supt. Daly stated that he had received three (3) resignations:

- Beth Hutchins – WES SPED Teacher
- Katie Schindler – Adult Ed Director
- Dean Ramsdell – School Committee member -Wells

**D. Notification of Retirement**

-Supt. Daly noted he had received a retirement notification from Patricia Haynes, WES Food Service Specialist. Ms. Haynes has worked in the WOCSD for 31 years.

**E. Notification of Stipend Appointments**

-Supt. Daly reported he had approved three (3) stipend appointments:

- Patrick Udeh- WHS Varsity Boys Soccer Coach
- Kaleigh Chase – WHS JV Field Hockey Coach
- Daniel Webb – WJH Gr 7 Boys Soccer Coach

-He also stated he had approved Instructional Mentors and Building Reps for the 2015-2016 school year.

**F. School Calendar of Events**

-Calendars of all schools' September events were distributed to each Committee member.

**9. New Business**

- A. ~~DELETED Consideration and approval of School Committee Chair~~
- B. District-wide goals were developed at the recent WOCSD School Committee retreat.

**Consideration and approval of 2015-2016 WOCSD District Goals as written and as a working document.**

**Motion: *Vennard*                      Seconded: *Bradish*                      Vote: 4-0**

- C. Consideration and approval of Computer Lease Purchase Agreements:

-Move to approve a lease-purchase agreement for computer equipment (180 Chromebooks) between Gorham Leasing Company and WOCSD for a three-year term at a fixed rate of 2.80%. The total amount financed will be \$38,293.20

1. Motion: Bradish                      Seconded: Vennard                      Vote: 4-0

--Move to approve a lease-purchase agreement for computer equipment (43 Acer Chromeboxes) between Gorham Leasing Company and WOCSD for a three-year term at a fixed rate of 2.80%. The total amount financed will be \$22,822.25."

2. Motion: Vennard                      Seconded: Bradish                      Vote: 4-0

--Move to approve a lease-purchase agreement for computer equipment (25 iMac computers with keypads) between Gorham Leasing Company and WOCSD for a three-year term at a fixed rate of 2.80%. The total amount financed will be \$32,832.00.

3. Motion: Vennard                      Seconded: Pollard                      Vote: 4-0

- E. WHS Director of Student Activities, Jack Molloy, addressed the group requesting a co-operative tennis team be established with Kennebunk High School.

Consideration and approval of addition of Co-Operative Tennis Team with Kennebunk HS

Motion: Vennard                      Seconded: Bradish                      Vote: 4-0

- F. Consideration and approval of plaque in memory of Jerry Marsh (former Athletic Booster President) to be affixed to outside of Snack Shack building at WHS

Motion: Bradish                      Seconded: Vennard                      Vote: 4-0

## 10. Adjournment

Motion to adjourn meeting at 7:54pm.

Moved: Bradish                      Seconded: Vennard                      Vote: 4-0

Respectfully submitted,

James P. Daly, Secretary  
Wells/Ogunquit CSD