



WOCSD SCHOOL COMMITTEE

MISSION STATEMENT

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.

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MINUTES

The Wells-Ogunquit C.S.D. School Committee will held their regular meeting on Wednesday, **April 6, 2016** at 6:30pm in the Office of the Superintendent, 1460 Post Road, Wells, Maine.

School Committee members attending included: Helena Ackerson, Jason Vennard, Miranda Pollard, Stillman Bradish, Karen MacNeill, and Student Representative, Taryn Lambert. Student Rep., Anna Furness, was absent.

Administrators in attendance included: Superintendent, James Daly; Interim Dir. of Finance, Jay Moore; Dir. of Special Services, Ryan Fairchild; Dir. of Instruction, Stacey Schatzabel; WHS Principal, Eileen Sheehy; WHS Asst. Principal, Josh Gould; WHS Dir Stu.Act, Jack Molloy; WJHS Principal, Chris Chessie; WJHS Asst. Principal, Bob Griffin; WES Principal, Marianne Horne; WES Asst. Principal, Ken Spinney; and Food Services Director, Tyler Goodwin.

Others attending were: Maryanne Foley, Deborah Lareau, Stephen Lareau, Jacob Lareau, and Kent Kellar.

1. Call to Order/ Mission Statement

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

2. Pledge of Allegiance

- Chair Ackerson led the group in the Pledge of Allegiance
- Chair Ackerson congratulated SC Vice-Chair, Jason Vennard, on the birth of his daughter born in early March.

3. Adjustments to Agenda

- ADD – Section 8- New Business – Item “I”
 - Consideration and approval of WJHS Intramural Advisors for 3rd Trimester”
- ADD - Section 8- New Business – Item “F”
 - “and FY 2017 proposed Food Service budget totals”

4. Recognition, education, and/or school presentations:

A. Recognitions-

i. Maine Recreational Marine Trouble-Shooting Competition –

WHS Senior, Caleb Heyland, was recognized for his achievement of winning 2nd place in the Maine Recreational Marine Trouble-Shooting Competition at the Portland Boat Show.

Caleb entered the competition in conjunction with his classes at Portland Regional Vocational Center. His prize for 2nd place included a set of tools and a \$2,500 scholarship.

ii. WMC Citizenship Award

Chair Ackerson and Supt. Daly presented WHS Seniors, Justin Lareau and Kent Kellar, with certificates of recognition for being the recipients of the 2016 Western Maine Conference Citizenship Award. They were chosen for WMC honor by Principal Eileen Sheehy as they exemplify effort, leadership, and well-rounded achievement as high school students.

iii. MIAH “Peoples Choice” Award

Building Principals, Eileen Sheehy, Chris Chessie, and Marianne Horne, were presented with a “Peoples’ Choice” award from the *Making It At Home* newspaper. Through a recent survey, MIAH readers chose WOCSD schools as “Best Schools” for 2016.

5. Public Comment

-none

6. Consideration and approval of minutes of the School Committee meeting held on:

A. March 3, 2016

Motion to approve the School Committee minutes from the March 3, 2016 as written.

Moved: *Vennard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

7. Superintendent’s Report

A. Items for Information

i. Letters of Appreciation

a. Dunkin Donuts – Supt. Daly shared that a letter of appreciation had been sent to Wells Dunkin’ Donuts for their donation of refreshments for a recent Wells Elementary School meeting.

b. United Way – Supt. Daly noted that the District received a thank you letter from United Way of York County for 2015 WOCSD employee donations totaling \$1,318.

B. School Calendars

- April calendars from each building were shared with the School Committee.

C. Board & Administrator –March 2016

-articles of interest for the Committee

D. Notice of Resignation -

-Supt. Daly noted that he had received a letter from WHS Biology teacher, Elisa Beriau, indicating her intent to resign her position effective at the end of the 2015-2016 school

year. Supt. Daly noted that Ms. Beriau has been a biology teacher, coach and club advisor at the high school for the past three years.

E. Notice of Retirement-

-Supt. Daly reported that he has accepted a letter from WES Custodian, Robert McCormick, indicating his intent to retire effective July 31, 2016.

F. Superintendent's Update

In his update, Supt. Daly shared the following:

- In their recent Winter Guard fundraiser, the team collected 19,614 pounds of textiles, resulting in a total monetary amount of \$3,922.80. Supt. Daly shared that he had received a note from Winter Guard parent, Ashley Breton, thanking the District for its support in this fundraiser.
- Supt. Daly thanked the program directors, administrators, and faculty for their efforts and cooperation in producing a fiscally responsible budget. Vice-Chair, Vennard, also thanked Supt. Daly for the many hours he has devoted to the budget process.
- The search for a new Wells Elementary School principal is complete. Supt. Daly thanked Dir. of Instruction, Stacey Schatzabel, administrators, and committee members for their diligence in conducting an organized and thorough interview process. He thanked current principal, Marianne Horne, for her service to the WOCSD and stated she will be a "tough act to follow".

G. District Reports

Wells Elementary School

Principal Horne began her report with:

- Core Value Awards – in the month of March, 46 students were recognized for their everyday good citizenship at school
- Garden Day – she thanked Henry Ingwerson, WES STEM teacher for organizing volunteers to refurbish the raised-bed gardens in the rear of the school. She also thanked the PTSA for their donation of wood to the project.
- Crazy "8's" Math Club – New this year and a huge success! The club meets once per week after school for 4 weeks. Students are having fun while learning new math skills.
- Class Performances – each WES grade is required to give a performance each year.
 - Grade 1 – Tikki Tikki Tembo
 - Grade 2 – Rodeo
 - Grade 3 – Recorders
 - Grade 4 – Starz 4 Broadway

- Girls Gala Dance – this year’s “beach” dance was a wonderful night! Girls were escorted by their father, uncles, family friend, etc. Principal Horne thanked the PTSA for their tremendous support in organizing the event.

Director of Instruction

Director Schatzabel reported that:

- Teacher Evaluation and Supervision Steering Committee – met on March 14th. Teachers will be given time to reflect and share SLO results with peer/evaluator. The SLO process is being scrutinized to be sure it is efficient and effective. The PEPG manual is being written prior to submission to the state.
- Professional Development – many opportunities
 - K-5 math teachers attended a fluency workshop in Vermont
 - 6-8 math teachers will attend the Eureka Preparation and Customization Conference on April 28th
 - WHS will have a professional development day on April 15th where they will work with Graduation Standards, Performance Indicators, and Guiding Principles.
 - Maine Educational Assessments (MEA’s) are being conducted at Wells Elementary and Wells Junior High Schools. Testing is running smoothly.
 - Wells High School Juniors will undergo SAT exams on April 12th.
 - Math Vertical Team is scheduled for April 11th
 - Curriculum Coordinating Council will meet on May 2nd
 - Title I Team is working on a grant that would allow for additional state funds for summer school
- WES Principal Search – the Committee conducted interviews with prospective candidates on March 22nd and 23rd. The 14-member committee, consisting of teachers, administrators, school committee member, and parents, interviewed five candidates – forwarding two names on to Supt. Daly. She thanked each member of the committee for their efforts and dedication to the process. SC Member, MacNeill, expressed her appreciation to Dir. Schatzabel for her work in coordinating the Search.

Interim Director of Finance/HR

Mr. Moore stated that, although he had provided an updated financial report for the month, he would, instead, present highlights from the recent Public Hearing on the FY ’17 Budget:

- FY ’17 Budget – the process began in October 2015
 - Goal to bring in a responsible budget with less than a \$720,000 increase
 - Actual - \$718,922 – up 2.95%
 - Factors - health insurance increase of 9%
 - bargaining unit negotiations – 3-yr (2%, 2.25%, 3%)
 - Total budget = \$25,064,345.27
 - Impact on taxpayers: Wells = \$24/year Ogunquit = \$9/year

Director of Special Services

Director Fairchild reported:

- In March, transition plans were requested by the DOE.
- Extended School Year (ESY) begins in July – runs 4 days/wk for 4 weeks
- Students will participate in Special Olympics in May:
 - Junior High and High School on May 4th in Kittery
 - Elementary School on May 10th in Cumberland

Director of Technology

Dir. Richards shared that:

- WES Computer teacher, Marty Cryer, was the recipient of a Donors' Choice grant enabling the purchase of several “*Bee Bots*” – a device used to help students learn programming.
- MLTI laptops
 - Will update in June
 - Must decide between MacBook Air or iPad Pro
 - District buy out will not be available
- BrightBytes Survey – students and teachers in grades 7-11 are being asked to complete a technology survey
 - Report will provide data on where we fall within key indicators, including:
 - Leadership for change
 - Professional learning and support
 - Focus on learning
 - Student motivation
 - Technology access and support
 - This will soon be a requirement for Maine's Technology Plans
- A change in the Student Information System is forthcoming. State has converted to Edupoint. WOCSD currently uses Infinite Campus. Blending of the two programs anticipated within 18-24 months.
- District Technology Advisory Committee developed the following “vision” of technology in the WOCSD:

“Inspire WOCSD students and staff to collaborate, design and perform using accessible technology that supports, engages, and enhances learning”

WHS Building Committee

Josh Gould, WHS Building Committee Chairman, began by noting that there has been little change since last month.

- Students and teachers are discovering new uses of space/equipment
- 8th grade info night – more than 200 people in attendance – admired building
- New building/space allows for more movement – greater authentic work

Phase I Issues –

- Heating fluctuation
- PA system
- Bathroom tiles –poor workmanship – 4th redo

- Faulty furnishings – vendor promises to replace
- Exterior door – issues with closing – will adjust weather stripping

Phase II –

- Performing Arts Center – footings being poured / mechanical work done
- Art Classrooms – framing complete/electric and sheetrock ongoing
- Phys Ed/Gym – walking track up / sheetrock in weight room and gym
- Prediction for August 14th occupancy

8. New Business

A. Employment

i. Consideration and approval of WES Principal

-Supt. Daly recommended Mr. Christopher Roche be hired as WES Principal.

Motion to approve the superintendent’s recommendation to hire Christopher Roche as Wells Elementary School Principal.

Moved: *Bradish*

Seconded: *MacNeill*

Vote: 6-0

(Student Rep votes not counted)

ii. Consideration and approval of Ed Tech II at WES

- Nancy Beisswanger was recommended

Motion to approve the hire of Nancy Beisswanger as Ed Tech II at Wells Elementary School as recommended.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 6-0

(Student Rep votes not counted)

iii. Consideration and approval of .50 Career Prep/.50 English teacher at WHS

-Rebecca Redman was recommended

Motion to approve the hire of Rebecca Redman as .50 Career Prep/ .50 English teacher at Wells High School

Moved: *MacNeill*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

iv. Consideration and approval of Job Description/Title Change

-recommendation to change title of Facilities Director job description to “Director of Operations”

Motion to approve a job description/title change from Facilities Director to Director of Operations as recommended

Moved: *Bradish*

Seconded: *Vennard*

Vote: 6-0

(Student Rep votes not counted)

v. Consideration and approval of nominees for 2nd year probationary, 3rd year probationary and continuing contracts for the 2016-2017 school year.

-Superintendent Daly nominated the following:

2016-2017 Contracts	2 nd Year Probationary	3 rd Year Probationary	Continuing Contract
Wells High School	Emily Knight	Alison Carignan	Noël Curcio Emily Neville Katelyn Rich
Wells Jr High School	Tasha Potter	Katherine Mercier Sarah Quint Alyse Trainor	Ann Gallo
Wells Elementary School	Kim Blanchard Cathy Fox Kathy Reeves		Roni Johnson Jennifer Sanna
Special Education	Kim McDonough Darcy Ramsdell	Marcus Desveaux	

Motion to approve a the 2nd year probationary teachers, 3rd year probationary teachers and continuing contract teachers as listed

Moved: *MacNeill*

Seconded: *Pollard*

Vote: 6-0

(Student Rep votes not counted)

- B. Consideration and approval of stipend position
i. Marcus Desveaux -WHS JV Boys Lacrosse Coach

Motion to approve Marcus Desveaux as WHS JV Boys Lacrosse Coach as recommended

Moved: *Vennard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

- C. Consideration and approval of Leave of Absence
i. Charlotte Wilson – WES teacher for child rearing purposes
ii. Christine Yeomelakis – WES secretary for child rearing purposes

Motion to approve one-year unpaid Leave of Absence for the 2016-2017 school year to Charlotte Wilson and Christine Yeomelakis for child rearing purposes as recommended

Moved: *Pollard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

- D. Consideration and approval of Volunteer Positions
i. Alexandria Haye and Lauren Bame – WHS Volunteer Varsity Softball

Motion to approve Alexandria Haye and Lauren Bame as WHS Volunteer Varsity Softball Coaches as recommended

Moved: *Vennard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

E. Consideration and approval and adoption of the FY 2017 proposed regular operating budget total

Motion to approve adoption of the FY 2017 proposed regular operating budget total in the amount of \$25,064,345.27

Moved: *Dolliver*

Seconded: *Vennard*

Vote: 6-0

(Student Rep votes not counted)

F. Consideration and approval and adoption of the FY 2017 proposed Adult Community Education and Food Service budget total

Motion to approve adoption of the FY 2017 proposed regular Adult Community Education budget total in the amount of \$216,786.59 and Food Service budget total in the amount of \$703,531.58

Moved: *Pollard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

G. Consideration and approval of the 2016-2017 School Calendar

Motion to approve the 2016-2017 School Calendar as presented

Moved: *Vennard*

Seconded: *MacNeill*

Vote: 6-0

(Student Rep votes not counted)

H. First Reading of WOCSD Food Service Price Increase Request

- Tyler Goodwin, Food Service Director, explained the need to increase the price of student meals by \$.15 to keep in alignment with the proposed budget figure.

I. Consideration and approval of WJHS Intramural Advisors for 3rd Trimester

- Supt. Daly recommended the following:

Lynn Mercier

-Word Warrior – Grades 7/8

Rachel Stockwell

-Word Warrior – Grades 5/6

Kerry Georgitis

-STEM – Engineering Club

Anne Gallo

-Learn to Play Bridge

Morey Hallett

-Warrior Lab

Gale Bernard

-Cooking and Baking

Beth Goodwin

-Computer Coding and Game Design

Renee Savage

-McGee and You

Motion to approve the Wells Junior High School Trimester 3 Intramural advisors as recommended

Moved: *Pollard*

Seconded: *Bradish*

Vote: 6-0

(Student Rep votes not counted)

9. Old Business

A. Second Reading - Policy JKAA - Use of Physical Restraint and Seclusion

Motion to approve revisions to Policy JKAA – Use of Physical Restraint and Seclusion as mandated by Dept. of Education’s Special Education audit

Moved: *Vennard*

Seconded: *Bradish*

Vote: 6-0
(Student Rep votes not counted)

10. Organizational Meeting

A. Election of Chair –

- Chair Ackerson called for nominations for the position of School Committee Chairperson.
- Vice-Chair Vennard nominated Helena Ackerson. Mr. Bradish seconded.
- Chair Ackerson closed nominations.
- Vote to elect Helena Ackerson as SC Chairperson – 5-0 (Ackerson abstained)
(Student Rep votes not counted)

B. Election of Vice-Chair –

- Chair Ackerson called for nominations for the position of School Committee Vice- Chair
- Mr. Bradish nominated Jason Vennard. Ms. MacNeill seconded.
- Chair Ackerson closed nominations.
- Vote to elect Jason Vennard as SC Vice-Chair – 5-0 (Vennard abstained)
(Student Rep votes not counted)

C. Election of Secretary –

- Chair Ackerson called for nominations for the position of School Committee Secretary
- Vice-Chair Vennard nominated James Daly. Mr. Bradish seconded.
- Chair Ackerson closed nominations.
- Vote to elect James Daly as SC Secretary – 6-0 (Student Rep votes not counted)

D. Election of Warrant Officers – Wells

- Chair Ackerson called for nominations for the position of Warrant Officers - Wells
- Vice-Chair Vennard nominated Marianne Goodine and Michele Noble. Mr. Bradish seconded.
- Chair Ackerson closed nominations.
- Vote to elect Marianne Goodine and Michele Noble as Warrant Officers – Wells
– 6-0 (Student Rep votes not counted)

E. Election of Warrant Officer – Ogunquit

- Chair Ackerson called for nominations for the position of Warrant Officer - Ogunquit
- Ms. Pollard nominated Sharma Damren. Mr. Bradish seconded.
- Chair Ackerson closed nominations.
- Vote to elect Sharma Damren as Warrant Officer–Ogunquit – 6-0 (Student Rep votes not counted)

F. Election of Registration Officer

- Chair Ackerson called for nominations for the position of Registration Officer
- Vice-Chair Vennard nominated Diane Norton. Mr. Bradish seconded.
- Chair Ackerson closed nominations.
- Vote to elect Diane Norton as Registration Officer – 6-0 (Student Rep votes not counted)

G. Election of School Physician

- Chair Ackerson called for nominations for the position of School Physician
 - Ms. MacNeill nominated Jeffrey Cote, MD. Mr. Bradish seconded.
 - Chair Ackerson closed nominations.
 - Vote to elect Jeffrey Cote, MD as School Physician – 6-0 (Student Rep votes not counted)

H. Election of Attendance Officers

- Chair Ackerson called for nominations for the position of Attendance Officers
 - Vice-Chair Vennard nominated Joshua Gould, Robert Griffin and Kenneth Spinney II. Mr. Bradish seconded.
 - Chair Ackerson closed nominations.
 - Vote to elect Joshua Gould, Robert Griffin, and Kenneth Spinney II as Attendance Officers – 6-0 (Student Rep votes not counted)

11. Adjournment

- Chair Ackerson asked for a motion to adjourn the meeting.

Motion to adjourn this meeting of the WOCSD School Committee at 8:05pm.

Moved: *Vennard*

Seconded: *Bradish*

Vote: *6-0*
(Student Rep votes not counted)

Respectfully submitted,

James P. Daly, Secretary
Wells-Ogunquit CSD School Committee