



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 held their regular meeting on Wednesday, **May 4, 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. Committee member, Boriana Dolliver and Student Rep., Anna Furness, were 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 Asst. Principal, Josh Gould; WHS Dir. Stu.Act, Jack Molloy; WJHS Principal, Chris Chessie; WJHS Asst. Principal, Bob Griffin; WES Principal, Marianne Horne; and WES Asst. Principal, Ken Spinney.

Others attending were: Maryanne Foley, Reg Bennett, Diane Norton, Cindy Mitchell, and Lynn Mercier.

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

3. Adjustments to Agenda

ADD: Section 7 – Notification of Resignation

Item E- iii – Lisa Crothers – WOCSD Adult Ed Interim Director

ADD: Section 7– Notification of Retirement –

Item F- ii. – Nancy Garrick – WHS Ed Tech

DELETE: Section 8 – New Business –

Item E. Consideration/Approval of Copier/Printer Lease Purchase Agrmnt

DELETE wording: Section 8 – New Business –

Item F. “and adoption of 2016-2019 District Technology Plan”

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

A. Recognitions-

i. Literary Achievement Awards – Maryanne Foley and Reg Bennett

-WOCSD Volunteer Coord., Maryanne Foley, and WOCSD Public Information Officer, Reg Bennett, were recognized for their work in organizing and presenting the 2016 Literary Achievement Awards. This year marks the 30th anniversary of the event in the district.

ii. WHS – US News & World Report – Silver Award

-Wells High School was recently awarded a “Silver Award” by U.S. News & World Report and was ranked 5th Best High School in the state of Maine. This is the fifth year in a row that the school has attained a top ranking. Supt. Daly stated the current ranking was based on 2015 data and expressed how proud he was that the students maintained this high standard given the fact they were in the midst of the building construction. WHS Asst. Principal, Josh Gould, accepted a Certificate of Achievement for the school.

B. Presentation

i. WJHS Student Council -Wreaths Across America trip to Washington, DC

-Lynn Mercier spoke to the Committee relative to the WJHS Student Council's wish to travel to Washington DC in December 2016 to join the *Wreaths Across America* caravan. She explained that the school committee had given its permission in past years, but that the groups was unable to coordinate arrangements in a short period of time. Their hope is to have the trip approved now for next year to give them ample time for preparation.

The trip would include laying wreaths at Arlington National Cemetery and various national monuments and would be open to students in grades 8-12.

Ms. Mercier and Ms. Mitchell will return to the Committee with more detailed information at a later date.

ii. WHS Oydsey of the Mind Trip to Iowa – May 24-29, 2016

Principal, Chris Chessie, shared that the 6th grade OM team was chosen to attend the World Finals in Iowa this month. Student members include: Kara Borkowski, Oliva Chase, Tyler Chase, Pierce George, Kathryn Gilbert, Heath McHugh, and Michael Moseley.

Motion to approve the WJHS OM Team to attend the World Finals in Iowa from May 24-29, 2016

Moved: *MacNeill*

Seconded: *Bradish*

Vote: 5-0

(Dolliver absent)

(Student Rep votes not counted)

5. Public Comment

-none

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

A. April 6, 2016

Motion to approve the School Committee minutes from the April 6, 2016 as written.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 5-0

(Dolliver absent)
(Student Rep votes not counted)

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7. Superintendent's Report

A. Reminder of Meetings

- i. Supt. Daly reminded the group of the upcoming Budget Vote and School Committee meetings on **June 8, 2016** beginning at 6:30 pm at the Wells Elementary School.
- ii. Supt. Daly reminded the group of the Budget Validation Referendum on **June 14, 2016** at Wells Junior High and the Dunaway Center.

B. Items for Information

i. Consideration and approval of last day of school

-Supt. Daly explained that due to the number of snow days used this year, the current last day of school for students should be Tuesday, June 21st. However, WOCSD has 177 student days incorporated into the calendar (two more than required by law). He asked that the Committee waive the two days – bringing the last student day to Friday, June 17, 2016.

Motion to approve Friday, June 17, 2016 as the last day of school for all WOCSD students.

Moved: *Bradish*

Seconded: *Vennard*

Vote: 5-0

(Dolliver absent)
(Student Rep votes not counted)

C. School Calendars

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

D. Board & Administrator –April 2016

-articles of interest for the Committee

E. Notice of Resignation -

-Supt. Daly noted that he had received resignations from the following staff:

- Lisa Holly-Venezia – WHS Food Service Specialist (eff. 4/22/16)
- Mark Lewia – WJHS Head Wrestling Coach (eff. 4/2/16)
- Lisa Crothers – WOCSD Interim Adult Ed Dir (eff. 6/30/16)

F. Notice of Retirement-

-Supt. Daly shared that he has received retirement notifications from the following staff:

- Patricia Cilley – WES Food Service Specialist (eff. 6/2/16)
- Nancy Garrick – WHS Ed Tech (eff. end of school year)

G. Superintendent's Update

In his update, Supt. Daly shared the following:

- Administrative Professionals Day was last Wednesday, April 27th and, on behalf of the administrators and the School Committee, floral arrangements had been sent

- to each secretary in the District. Supt. Daly thanked all the office personnel for their commitment and dedication to the District.
- This week is Teacher Appreciation Week. On behalf of the Central Office staff and the School Committee, lunch was provided to faculty/staff at each building. Supt. Daly thanked the entire staff for going “above and beyond” and for their dedication to our students.

H. District Reports

Director of Instruction

Director Schatzabel reported that:

- On April 15th, a professional development day for the high school teachers focused on Graduation Standards and Performance Indicators in the eight content areas.
- Math teachers from grades 6-12 attended a workshop on April 28th to learn about Eureka Math
- Currently working with Great School Partnerships to provide a training on Professional Learning Communities (PLCs) for all Instructional Team Leaders.
- Math, Career and Education, Visual and Performing Arts, and World Language curriculum standards were presented to the Curriculum Coordinating Council on May 3rd.
- MEA and SAT testing has been completed.
- The PBD requirements bill, LD 1627, has been signed by Gov. Lepage. A copy is included in the SC packets.

Interim Director of Finance/HR

Mr. Moore shared information on:

- WHS Project Financials –

○ Original contract	\$22,455,685
○ Total completed less retainage	\$17,101,504
○ Current amount due	\$ 470,816
○ Remaining contract amount	\$ 4,883,363
- The proposed FY 17 budget was presented to the Ogunquit Select Board on May 3rd.
- The District Budget newsletter detailing the FY 17 proposed budget will be mailed to residents within the next two weeks. He reiterated that there is a slight increase of 2.95% (compared to 4.99% in 2016 and 5.99% in 2015)
- A chart comparing oil to natural gas usage was shared. As of 4/30/16, the District has saved an estimated \$199,000 by converting to natural gas.
- Capital improvement projects at WJHS include paving the front parking lot and replacing windows on the north side of the building. Projects at WES include repairing water pipes, AC lines, and paving walkways around the drop-off circle.

Director of Special Services

Director Fairchild reported:

- On May 5th, several WJHS and WHS students will be participating in the York County Special Olympics event held in Kittery. Wells Elementary students will compete in the event on May 13th in Yarmouth.
- On April 18, the last required DOE report was submitted as part of the special education review. A Letter of Findings should be received in May or June.

Director of Technology

Dir. Richards shared:

- Reasons for reaffirming District Technology Policies
 - to meet eRate standards
 - to satisfy the Children’s Internet Protection Act mandate
 - to fulfill Technology Plan standards
 - to meet the requirements of NetworkMaine (our internet service provider)
- There will be no changes in devices used at the elementary and high school level next year. The Junior High will convert to the MacBook Air.

WHS Building Committee

Josh Gould, WHS Building Committee Chairman, reported:

- Some areas of the new building still have issues –
 - Front door intermittently stays “stuck” open -
 - Tile in bathrooms – poor workmanship – alternative materials suggested
 - Phase I punch list only 50% completed
- old academic building is completely demolished
- gym, performing arts center, and art suite are progressing nicely

8. New Business**A. Employment****i. Consideration and approval of WOCSD Director of Finance/HR**

-Supt. Daly recommended Mr. Edward McDonough be hired as the WOCSD Director of Finance/HR.

Motion to approve the superintendent’s recommendation to hire Edward McDonough as WOCSD Director of Finance/HR.

Moved: *Bradish*

Seconded: *Vennard*

Vote: 5-0

(Dolliver absent)
(Student Rep votes not counted)

ii. Consideration and approval of Extended Year Services personnel

-Supt. Daly recommended the following individuals as ESY personnel:

Rachel Stockwell – Director
Paula Brayson – Teacher
Nancy Cotty – Teacher
Marcus Desveaux – Teacher

Sandi Hewitt – Ed Tech II
Gail Moulton – Ed Tech II
Nick Boudreau- Ed Tech III
Morey Hallett – Ed Tech III

Beth Goodwin – Teacher
Alyse Trainor – Teacher
Dianne Bowen – Ed Tech I
Nancy Beisswanger – Ed Tech II
Gale Bernard – Ed Tech II

Heidi Knight – Ed Tech III
Tim Roche – Ed Tech III
Kayla Billings - OT
Julie Moore - PT
Darcy Ramsdell - Speech

Motion to approve the superintendent’s recommendation of the individuals named as Extended School Year Services personnel.

Moved: *Bradish*

Seconded: *Vennard*

Vote: 5-0

(Dolliver absent)

(Student Rep votes not counted)

B. Consideration and approval of extension of administrative contracts

-Supt. Daly nominated:

- o Eileen Sheehy to the position of Wells High School Principal
- o Christopher Chessie to the position of Wells Jr High School Principal
- o Joshua Gould to the position of Wells High School Asst. Principal
- o Robert Griffin to the position of Wells Jr High School Asst. Principal
- o Kenneth Spinney II to the position of Wells Elementary Asst. Principal
- o Jack Molloy to the position of WHS Director of Student Activities
- o Stacey Schatzabel to the position of WOCSD Dir. of Instruction
- o Ryan Fairchild to the position of WOCSD Dir. of Special Services
- o Michael Richards to the position of WOCSD Dir. of Technology

He recommended extensions of their contracts one year beyond that which exists.

Motion to approve the superintendent’s nomination of individuals named and approve extensions of their contracts as recommended.

Moved: *MacNeill*

Seconded: *Bradish*

Vote: 5-0

(Dolliver absent)

(Student Rep votes not counted)

C. Consideration and approval of a collective bargaining agreement between the Wells-Ogunquit Community School District School Committee and the Wells-Ogunquit Support Staff Association for the period beginning July 1, 2016 and ending June 30, 2019.

Motion to approve a collective bargaining agreement between the Wells-Ogunquit Community School District School Committee and the Wells-Ogunquit Support Staff Association for the period beginning July 1, 2016 and ending June 30, 2019.

Moved: *Vennard*

Seconded: *MacNeill*

Vote: 5-0

(Dolliver absent)

(Student Rep votes not counted)

D. Consideration and approval of a collective bargaining agreement between the Wells-Ogunquit Community School District School Committee and the Wells-Ogunquit Administrators Association for the period beginning July 1, 2016 and ending on June 30, 2019.

Motion to approve a collective bargaining agreement between the Wells-Ogunquit Community School District School Committee and the Wells-Ogunquit Administrators Association for the period beginning July 1, 2016 and ending June 30, 2019.

Moved: *Pollard*

Seconded: *Bradish*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

F. Consideration and reaffirmation of the District's technology policies.

Motion to reaffirm the District's technology policies.

Moved: *Vennard*

Seconded: *MacNeill*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

G. Consideration and approval of authorizing budget line transfers.

Motion to authorize the superintendent or his designee to initiate line item transfers between cost centers in an amount not to exceed 5% of the total appropriation for any cost center to another cost center or among other cost centers as necessary for FY '16.

Moved: *Vennard*

Seconded: *Bradish*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

H. Consideration and approval of signing the warrant for the FY '17 proposed budget.

Motion to approve signing the warrant for the FY '17 budget.

Moved: *Bradish*

Seconded: *Vennard*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

I. Consideration and approval of signing the District Warrant and Budget Meeting Approval, Notice of Election for the District Budget Validation Referendum Approval and Notice of Amounts Adopted at the Budget Meeting

Motion to approve signing the District Warrant and Budget Meeting Approval, Notice of Election for the District Budget Validation Referendum Approval and Notice of Amounts Adopted at the Budget Meeting

Moved: *Pollard*

Seconded: *MacNeill*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

J. Consideration and approval of signing the Warrant and Notice of Election calling Wells-Ogunquit Community School District #18 Budget Validation referendum for both Wells and Ogunquit.

Motion to approve signing the Warrant and Notice of Election calling Wells-Ogunquit Community School District #18 Budget Validation referendum for both Wells and Ogunquit.

Moved: *MacNeill*

Seconded: *Vennard*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

- K. Consideration and approval of authorizing Superintendent Daly to post the Notice of Amounts Adopted at Budget Meeting

Motion to authorize Supt. Daly to post the Notice of Amounts Adopted at Budget Meeting.

Moved: *Pollard*

Seconded: *MacNeill*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

9. Old Business

- A. Consideration and approval of WOCSD Food Service Price Increase Request

Motion to approve a WOCSD Food Service price increase as presented.

Moved: *Pollard*

Seconded: *MacNeill*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

10. Executive Session

- A. To discuss a personnel matter pursuant to 1 M.R.S.A. § 405 (6) (A)

(The Committee signed Warrant documents before moving into Executive Session)

Motion to enter Executive Session to discuss a personnel matter pursuant to 1 M.R.S.A. § 405 (6) (A) at 7:53 pm.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

The Committee returned from Executive Session at 8:45 pm.

11. Adjournment

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

Motion to adjourn this meeting of the WOCSD School Committee at 8:46pm.

Moved: *Vennard*

Seconded: *Bradish*

Vote: 5-0
(Dolliver absent)
(Student Rep votes not counted)

Respectfully submitted,

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