



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 3, 2017** in the Office of the Superintendent, 1460 Post Road, Wells, Maine.

School Committee members attending included: Helena Ackerson, Jason Vennard, Miranda Pollard, and Karen MacNeill, as well as, Student Representatives, Taryn Lambert and Michael Wrigley. SC Members, Boriana Dolliver and Les LaFond were absent.

Administrators in attendance included: Superintendent, James Daly; Dir. of Finance, Ed McDonough; Dir. of Operations, Jay Moore; Dir. of Special Services, Ryan Fairchild; Dir. of Instruction, Stacey Schatzabel; Director of Technology, Michael Richards; WHS Principal, Eileen Sheehy; WHS Asst. Principal, Josh Gould; WJHS Asst. Principal, AJ Dufort; and WES Principal, Chris Roche.

Others attending were: Maryanne Foley, Reg Bennett, Bailey Smith, Amy Cashman, Dianah Shelley, WHS Winter Guard A Team members/parents, Jeff Cote, Christina Cote, Rhys Cote, and Blair Tweed.

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

- Chair Ackerson called the meeting to order at 6:32 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 Transfers

- Item Hi – *WHS Social Studies teacher to WJHS SPED*
- Item Hii – *WJHS Ed Tech II (1yr) to WJHS Ed Tech II*

ADD – Section 7, Notification of Resignation- *WHS Social Studies teacher*

ADD – Section 8, New Business – Item J – Consideration and approval to hire WHS Math teacher

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

A. Recognitions-

i. 2017 Literary Achievement Awards Program Coordinators

- Supt. Daly and Chair Ackerson presented certificates of recognition to District Volunteer Coordinator, Maryanne Foley and Public Information Officer, Reg Bennett for their work in organizing this year's LAA program. Contest entries from grades BK through Adult Ed resulted in 66 winners.

ii. WHS Winter Guard “A” Team – State of Maine Champions

-Chair Ackerson and Supt. Daly applauded members of the WHS Winter Guard “A” Team for their outstanding accomplishment of winning the State title in their division. The Team was the only team in the competition to receive a perfect “5 out of 5” score! Team members Jessica Bacon, Katie Baston, Caeli Beecher, Annabelle Breton, Mallory Cashman, Samantha Chase, Erin Clawson, Brenda Griffin, Lilly Hendry, Sarah Holdsworth, Emma Kenniston, Kayla Looper, Tyler Morrison, Amanda Ring, Grace Stevens, Nora Stevens, and Bella White, as well as coaches, Bailey Smith, Amy Cashman, and Dianah Shelley, were presented certificates of recognition.

iii. State of Maine MLTI Screensaver Challenge Winners

-Chair Ackerson and Supt. Daly congratulated WHS students Lauren Dow, Sam Livingston, and Blair Tweed for having their photographs chosen as winners in the State of Maine DOE, Maine Learning Technology Initiative (MLTI) Screensaver Challenge. The students were three out of only twenty chosen throughout the state.

iv. Wells High School – ranked #3 in US News & World Report

-Supt. Daly announced that Wells High School has received a Silver Award from US News & World Report’s “Best High Schools” and are ranked #3 in Maine. (*Preceded only by Maine School of Science and Mathematics at #1 and Falmouth High School at #2*). Chair Ackerson and Supt. Daly presented Principal Sheehy and Asst. Principal Gould with a Certificate of Achievement for Wells High School.

v. WES Student – National TV Appearance

-WES second-grader, Rhys Cote, was recognized for her April 23, 2017 appearance on the national tv show, “Little Big Shots”. Rhys was applauded for representing her school and community in the highest light.

5. Public Comment

-none

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

A. April 5, 2017

Motion to approve the School Committee meeting minutes from April 5, 2017 as written.

Moved: *Pollard*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

7. Superintendent’s Report

A. Reminder of Meetings

-Supt. Daly reminded the Committee and the audience of the upcoming meetings related to the school budget:

➤ **District School Budget –**
Wednesday, June 7, 2017
WJHS gymnasium -6:30pm

➤ **School Budget Validation Referendum –**
Tuesday, June 13, 2017
WJHS gymnasium (Wells)
Dunaway Center (Ogunquit)
Polls open 8am – 8pm

B. Items for Informationi. Consideration and approval of last day of school

Supt. Daly explained that rescinding the one-hour early release time on Wednesdays as of March 29th has been beneficial in regaining snow days in the calendar. He requested approval from the Committee to waive two (2) additional days, bringing the total days to 175 (from 177) as required by the State. This would bring the last day of school to Monday, June 19th (half day).

Motion to approve the last day of school as Monday, June 19, 2017 (half day) and waive two (2) days – from 177 to 175 – as recommended by Supt. Daly.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

C. School Calendars

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

D. Board & Administrator –April 2017

-articles of interest for the Committee

E. Notification of Volunteer Coach

- Supt. Daly noted that he had approved Jeff Bogue as a volunteer coach for the WHS JV Softball team.

F. Superintendent's Update

In his update, Supt. Daly shared the following:

- He commented that Ms. Stapleton's multi 3-4 class had presented a poetry reading in the new Olenn Performing Arts Center at Wells High School on April 28th. The event was attended by our neighbors at Avita, by parents, and by a WHS AP English class. He shared that it is exciting to see how the three campuses are sharing their facilities and bringing students together.

G. District Reports-Director of Instruction – S. Schatzabel

Dir. Schatzabel reported that:

- MEA results from 2015-2016 are available but will not be mailed home to parents due to the data being out of date. Parents may review their child's results by contacting their building principal.
- MEA and SAT assessments are complete. The District easily met the 95% state participation requirement.
- A tracking system has been developed to be used in the transition to a Proficiency Based Diploma.
- Vertical Teams met on April 26th – ELA completed a protocol around assessment and Math worked on scope and sequence with new curriculum.
- ESEA (formerly NCLB Title) application is unknown as yet. Ideas were solicited from Council members.

-Director of Finance/HR – E. McDonough

Director McDonough relayed:

- No activity in April relative to WHS Building Construction funds. A sum of \$160,344 has been retained. A meeting will be held with the contractor on June 5th to discuss areas of concern.
- General Fund – tracking well.
- Food Service data YTD reflects a balance of +\$68,619.02.
- In preparation of the school budget vote, an informational brochure has been created and will be mailed to residents of Wells and Ogunquit. Dir. McDonough thanked Diane Norton for her assistance with this project.
- Recently met with auditors regarding FY'16 audit.

-Director of Special Services – R. Fairchild

Dir. Fairchild began by sharing:

- Students from WJHS and WHS will be attending the Special Olympics event on Thursday, May 4th in Kittery. The participants will be given a send-off parade at each school –followed by a police escort to the turnpike.
- Wells Elementary School special athletes will attend the younger grade Special Olympics event on Friday, May 12th in Yarmouth.
- Transition meetings are underway to review student needs at the next level.
- Extended School Year (ESY) sessions begin in July with an expected enrollment of 30 students.

-Director of Technology – M. Richards

Director Richards relayed that:

- District Technology policies need to be reaffirmed by the School Committee. This is a requirement to receive e-Rate reimbursement and State funding for Wi-Fi, etc.
- Chromebooks will be utilized in 5th and 6th grade classes beginning next fall.

-Director of Operations – J. Moore

Director Moore informed the group that:

- Athletic events are posted on the District calendar – this includes cancellations, re-scheduled games, etc.
- New batting cages have been installed. These will be utilized by baseball and softball teams.
- A final decision relative to the WES Front Courtyard paver project will be made soon. Work expected to begin shortly after July 1st.
- Sidewalk installation at the WHS Performing Arts Center will begin after June 19th.
- Renovation plans for the Parking Lot/Green Space at Wells Junior High are being developed. Work will begin after July 1st.
- Natural gas usage lower than anticipated – expected to come in under budget.

- Electricity usage at WES and WJHS as predicted. Usage at WHS slightly over projections due to the new larger building. This line item has been increased in the FY '18 budget.

Supt. Daly shared that a parent from another district had commented that Wells-Ogunquit sports facilities were the best in this athletic conference. Supt. Daly commended the custodial staff for their hard work at each campus.

-Student Representatives – M. Wrigley and T. Lambert

Mr. Wrigley reported on events at WHS:

- Special Olympics send off on May 4th
- Band/Chorus/Color Guard travel to Hershey PA for competitions
- Quiz Show team will be aired on MPBN on May 18th at 8pm. It will be televised in the Olenn Performing Arts Center

Ms. Lambert relayed that:

- College admissions are going well – thank you to Senior, Nick Hansen, for posting all acceptances on the school-wide screens.
- Students recently traveled to Europe. The Softball team attended spring training in Florida. Ms. Lambert thanked the School Committee for their support of these student trips.

H. Notification of Transfers -

-Supt. Daly notified the Committee of two transfers taking place for the 2017-2018 school year:

- Paula Brayson – from WHS Social Studies teacher to WJHS SPED
- Heather McAtavey– from WJHS Ed Tech II (1yr only) to WJHS Ed Tech II

I. Notification of Resignation

-Supt. Daly shared that he had received a letter from WHS Social Studies teacher, Michelle Brann, indicating her intent to resign from her position effective June 20, 2017. He thanked Ms. Brann for her 13 years with the District.

8. New Business

A. Consideration and approval of nominations for Extended School Year services personnel

-Supt. Daly recommended:

*Cindy Roche – Director
Paula Brayson – Teacher
Marcus Desveaux– Teacher
Beth Goodwin– Teacher
Dianne Bowen– Ed Tech I
Nancy Beisswanger– Ed Tech II
Gale Bernard– Ed Tech II*

*Judi Dion– Ed Tech II
Gail Moulton – Ed Tech II
Dianne Hussey– Ed Tech III
Seth Knapp– Ed Tech III
Heidi Knight– Ed Tech III
Tim Roche– Ed Tech III
Julie Moore- Physical Therapist*

Motion to approve the nominations for Extended School Year personnel as recommended by Supt. Daly.

Moved: *Pollard*

Seconded: *MacNeill*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

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

Motion to reaffirm the District's technology policies.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

C. Consideration and approval of proposed Spanish textbook, "Descubre 3", for Spanish 3 curriculum.

Motion to approve the Spanish textbook, entitled, "Descubre 3", for Spanish 3 curriculum.

Moved: *MacNeill*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

D. Consideration and approval of the Kindergarten Jump Start Early Literacy Program.

-Director of Instruction, Schatzabel, noted that the pilot program conducted this fall resulted in high assessments – all benchmarks had been met by November.

Motion to approve the Kindergarten Jump Start Early Literacy Program and to incorporate it into the curriculum.

Moved: *MacNeill*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

E. Consideration and approval of authorizing budget line transfers.

Motion to approve authorizing 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 '17.

Moved: *Vennard*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

F. Consideration and approval of signing the warrant for the FY'18 proposed budget.

Motion to approve signing the warrant for the FY '18 proposed budget.

Moved: *Pollard*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

- G. 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: *MacNeill*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

- H. 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: *Vennard*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

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

Motion to approve authorizing Superintendent Daly to post the Notice of Amounts Adopted at Budget Meeting.

Moved: *Pollard*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

- J. Consideration and approval to hire Math teacher at Wells High School

Motion to approve the hire of Chad McCormack as Math teacher at Wells High School.

Moved: *Pollard*

Seconded: *MacNeill*

Vote: 4-0

(Dolliver and LaFond absent)

(Student Rep votes not counted)

9. Old Business

- A. Consideration and approval of Policy JLF – Reporting Child Abuse and Neglect and adoption of Policy JLF-E – Suspected Child Abuse and Neglect Form

Motion to approve Policy JLF –Reporting Child Abuse and Neglect and adoption of Policy JLF-E – Suspected Child Abuse and Neglect Form as written.

Moved: *MacNeill*

Seconded: *Vennard*

Vote: 4-0

*(Dolliver and LaFond 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)

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

Moved: *Vennard*

Seconded: *Pollard*

Vote: 4-0

*(Dolliver and LaFond absent)
(Student Rep votes not counted)*

The Committee entered Executive Session at 7:26pm and returned at 7:55pm.

11. Adjournment

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

Motion to adjourn this meeting of the WOCSD School Committee at 7:56 pm.

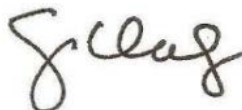
Moved: *MacNeill*

Seconded: *Vennard*

Vote: 4-0

(Dolliver and LaFond absent)

Respectfully submitted,



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