



# 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.

Page 33

## MINUTES

The Wells-Ogunquit C.S.D. School Committee held a regular meeting on Wednesday, **January 8, 2020** in the Office of the Superintendent, 1460 Post Road, Wells, Maine.

School Committee members attending included: Helena Ackerson, Jason Vennard, Boriana Dolliver, Aneliya Georgieva-Petrov, Heather Sittig and Karen MacNeill. Student Representatives Franny Ramsdell and Ashleigh Bolduc were absent due to a prior school commitment.

Administrators in attendance included: Superintendent, Jim Daly; Director of Operations/Finance, Jay Moore; Director of Technology, Michael Richards; Director of Instruction/Special Services, Stacey Schatzabel, Director of Athletics 6-12, Pierce Cole; Director of Adult Education, Chris Chessie; WHS Principal, Eileen Sheehy; WHS Asst. Principal, Joshua Gould; WHS Activities Director, Jack Molloy; WJHS Principal, AJ Dufort; WJHS Asst. Principal, Doug Perley; WES Principal, April Noble; and WES Asst. Principal, Theresa Curran.

Maryanne Foley and Reg Bennett were also in attendance.

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

- Chair Ackerson called the meeting to order at 6:00 pm.
- Chair Ackerson read the Mission Statement.

2. **Pledge of Allegiance**

- Chair Ackerson led the group in the Pledge of Allegiance

3. **Adjustments to the Agenda**

- ADD:** Section 6E – Notification of Retirement – Item i. WES Literacy Specialist
- CHANGE:** Section 7. Item D – from “Second Reading” to “1<sup>st</sup> Reading”

4. **Public Comment**

- There was no public comment.

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

- A. December 4, 2019

**Motion to approve the WOCSD School Committee meeting minutes of December 4, 2019 as written.**

**Moved:** *Sittig*

**Seconded:** *MacNeill*

**Vote:** 6-0

## 6. Superintendent's Report

### A. Items for Information

#### i. National School Committee Recognition Month – January 2020

-Supt. Daly recognized members of the school committee and praised their commitment and dedication to the interests of all students in the WOCSD. He presented each with a Certificate of Appreciation and noted years served as follows:

Chair, Helena Ackerson – 7 years  
 Vice-Chair, Jason Vennard – 6 years  
 Boriana Dolliver – 5 years  
 Karen MacNeill – 5 years  
 Heather Sittig – 3 years  
 Aneliya Georgieva-Petrov – 2 years

#### ii. Board and Administrator –December 2019, January 2020

- articles of interest for the Committee

#### iii. Superintendent's Update –

- Ogunquit Select Board Presentation

-Supt. Daly and Director of Operations and Finance, Jay Moore, met with the Ogunquit Town Manager and Board of Selectmen on January 7<sup>th</sup> to answer questions about the FY '21 Budget. There was good support and questions by the Select Board surrounding enrollment and any future plans for Pre-Kindergarten.

- FY'21 Budget update

-Budget process began in October

-The preliminary budget is tracking around 2.4%. This accounts for the 3% staff raise per the contract, and a 4.5% increase by Ledgemere Transportation. Health insurance figures will not be known until the end of March.

-Supt. Daly thanked all of the administrators for doing a great job in keeping the budget numbers as low as possible.

- Community Outreach

-Supt. Daly expressed his appreciation for the extensive outreach demonstrated by each school building during the recent holidays. WES students in grades 3 and 4 formed a connection with students at the PS 32 in New York City and sent them gifts at Christmas. WJHS participated in the "Coats for Kids" campaign and donated over 50 jackets, and WHS Student Council members created holiday gift baskets for several families in need.

-Our District is small but the outreach is tremendous.

### B. School Calendars – *January 2020*

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

### C. Notification of Long-term Substitute

#### i. WES Ed Tech II

- Supt. Daly shared that Kimberly Bate has been chosen as the long-term substitute for the WES Ed Tech II position through the remainder of the 2019-2020 school year.

## D. District Reports

### Community Resource Coordinator- M. Foley

-Ms. Foley noted that the Wells-Ogunquit School District is fortunate to have a dedicated core group of volunteers who assist students, teachers and staff on a daily basis. She highlighted several of the various volunteer opportunities and events that are ongoing throughout the District. Among them are:

- Approximately 60 WJHS students volunteer after school to work with WES students and assist teachers with projects.
- Acorns to Oaks Program- high school students mentoring WES students
- Adult volunteers who assist teachers on a daily basis
- Celebration of Reading Day is scheduled for 3/6/2020
- Literary Achievement Awards- February 28<sup>th</sup> entry submission deadline
- End of Year Volunteer Appreciation Event

### Public Information Officer – R. Bennett

-Mr. Bennett presented the Committee with an overview of what the job of the Public Information Officer entails and reviewed the steps he follows to produce a press release. Although there are a shrinking number of newspapers in the area, he continues to produce approximately 80 articles annually, each designed to highlight the WOCS and its students.

-Supt. Daly congratulated Mr. Bennett on being named a “2019 Mover and Shaker” by the *York County Coast Star* for his contributions as a local journalist.

### Director of Instruction/Special Services – S. Schatzabel

-Dir Schatzabel provided an update on the MDOE Special Ed audit currently underway:

- MDOE criteria has been successfully met with the exception of transition planning which the District has been addressing and improving upon
- A visit from representatives from the MDOE is scheduled for 1/16/20. They will be reviewing files, interviewing team leaders, and visiting programs in the afternoon.
- Title 1 criteria has been met and no MDOE visit is necessary

### Director of Operations/Finance – J. Moore

-Dir. Moore reported that the FY '20 budget is tracking well and reviewed the Capital Improvement Updates:

- WES
  - This year the sound system and curtain were replaced in the auditorium area and the irrigation project was completed around the inner circle.
  - Next year roof areas, as well as some siding and doors have been identified as needing work
- WJHS
  - This year bathroom floors and partitions in the Grade 5 wing were replaced and the irrigation systems out front and back were updated.
  - Next year's items identified for replacement are the library roof and bathroom sinks in the Grade 5 wing.
- WHS
  - This year new garage doors were installed and some of the outside lights are scheduled to be replaced in February
  - The landscaping around the sports entrance has been identified as needing improvement next year.

-Discussion was held regarding the positive numbers in the nutrition department.

Director of Technology – M. Richards

-Dir. Richards reported that during the holiday break, the technology staff inspected computers and ran any necessary Windows updates. Projector filters were also cleaned and replaced as needed.

-Dir. Richards also reported that Quarter 2 data for Truancy and Bulling has been certified.

-Discussion was held regarding the District website and any future considerations for changes and/or updates along with the potential cost factor.

Director of Athletics 6-12 – Pierce Cole

-Dir. Cole updated the Committee on the new live streaming process at WHS:

- Through the National Federation of High School Sports (NFHS), live streaming of events will be accessible through cameras to be installed in the WHS gym and on the Warrior Memorial Field.
- This technology enables NFHS Network subscribers to view WHS home games and events on their phones or other electronic devices, as well as view other events at high schools nationwide that are a part of the NFHS Network.

E. Notification of Retirement

i. WES Literacy Specialist

-Supt. Daly shared that Nancy Colley, WES Literacy Specialist, will retire at the end of the 2019-2020 school year. He thanked Ms. Colley for her 38 years of service to the District.

7. New Business

A. 1<sup>st</sup> Reading of Policy GBK/KGC – Smoking on School Premises

B. 1<sup>st</sup> Reading of Policy ADC – Wells-Ogunquit Community School District Tobacco/ Electronic Smoking Device Use And Possession

C. 1<sup>st</sup> Reading of Policy JFCH – Student Drug, Alcohol And Tobacco/Electronic Smoking Devices Use

-Supt. Daly shared that these policies have been updated to include “Electronic Smoking Devices” in the wording.

D. 1<sup>st</sup> Reading of Policy GCFB-R – Recruiting And Hiring Of Administrative Staff – Procedures

-Supt. Daly reported that this was a “1<sup>st</sup> Reading” policy in December but needed additional language included.

E. Consideration and approval of WJHS Intramural Advisors for 2<sup>nd</sup> Trimester

-Supt. Daly recommended the following individuals as advisors for the WJHS Trimester two Intramural Offerings:

<b>ADVISOR</b>	<b>INTRAMURAL</b>
LYNN MERCIER	-MAKER STUDY
BONNIE DILL	-LITTLE HOUSE ON THE PRAIRIE
ANNE GALLO	-BRIDGE CLUB
DIANNE HUSSEY	-FRISBEE/DISC GOLF/PING PONG
TASHA POTTER	-BROADCAST MEDIA
BETH GOODWIN	-HOUR OF CODE
ELLEN RODMAN	-YOGA FOR RELAXATION
DONNY ABBOTT	-THE MANDALORIAN

**Motion to approve Advisors for Trimester Two WJHS Intramural Offerings as presented by Supt. Daly.**

**Moved:** *MacNeill*

**Seconded:** *Vennard*

**Vote:** 6-0

F. Discussion of 2020-2021 District Calendar

-Supt. Daly discussed the need to begin the 2020-2021 school year before Labor Day given that the holiday this year lands on September 7th, which is extremely late. The District is also required to align our calendar with that of Sanford Regional Technical Center, limiting the number of dissimilar days.

- Supt. Daly noted that 2020 is a Presidential Election year. In preparation for the increased traffic and parking needs generated by the high volume of anticipated voters at WJHS, there will be no school in the District on Election Day, Tuesday, November 3<sup>rd</sup>. This will account for one of the two teacher contractual “comp” days provided to offset the evening Parent/Teacher Conferences.

-A survey has been sent to the District staff asking for their input on the remaining comp day, either on Friday, October 9<sup>th</sup> or Friday, April 16<sup>th</sup>. It is anticipated that a “First Reading” of the 2020-2021 District School Calendar will be available for the February agenda.

8. Old Business

A. Consideration and approval of Policy GCFB – Recruiting And Hiring Of Administrative Staff

**Motion to approve Policy GCFB – Recruiting And Hiring Of Administrative Staff as presented.**

**Moved:** *Vennard*

**Seconded:** *MacNeill*

**Vote:** 6-0

B. Consideration and approval of Policy KJ – Advertising In The Schools

**Motion to approve Policy KJ – Advertising In The Schools as presented.**

**Moved:** *MacNeill*

**Seconded:** *Georgieva-Petrov*

**Vote:** 6-0

C. Consideration and approval of LCC Plan – Revisions

**Motion to approve LCC Plan – Revisions as presented.**

**Moved:** *Georgieva-Petrov*

**Seconded:** *Vennard*

**Vote:** 6-0

9. **Adjournment**

- Chair Ackerson made a motion to adjourn the meeting.

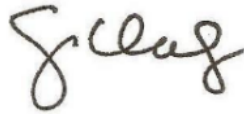
**Motion to adjourn this meeting of the WOCSD School Committee at 6:55 pm.**

**Moved:** *Ackerson*

**Seconded:** *Vennard*

**Vote:** 6-0

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "J. Daly".

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