

**APPROVED MINUTES/w correction**  
 Milford School Committee  
 Thursday, December 8, 2011, 6:00 p.m.  
 Dr. Lewis S. Libby School

COMMITTEE MEMBERS:	Present
Greg Hobson, Chair	<u>  X  </u>
Michael Bond, Vice Chair	<u>  X  </u>
Gary Drinkwater, Member	<u>  X  </u>
Ann Goodwin, Member	<u>  X  </u>
Chris LeClair, Member	<u>  X (arrived 6:41PM)  </u>

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|-------|--|------------|
| I.    | Call to Order _____ 6:02PM _____   | Chair      |
| II.   | Declaration of Quorum  | Chair      |
| III.  | Flag Salute  | Chair      |
| IV.   | Spotlight on Learning  | Supt. Weed |
|       | A. Lisa Morin - UM Mentor Program  |            |
|       | • Lisa Morin presented an oral & written report highlighting the Black Bear Mentors program through the University of Maine. |            |
| V.    | Additions and Amendments to Agenda   | Chair      |
|       | • None   |            |
| VI.   | Approval of Minutes  | Chair      |
|       | A. November 10, 2011   |            |
|       | <b>I move to accept the minutes of the November 10, 2011 meeting. (with corrections)</b>                                     |            |
|       | Moved: <u>Ann Goodwin</u> Seconded: <u>Michael Bond</u> Vote: <u>4/0/0</u>   |            |
| VII.  | Public Comment   | Chair      |
|       | • None   |            |
| VIII. | REPORTS AND DISCUSSIONS:   |            |
|       | A. Superintendent's Report   | Supt. Weed |
|       | Resignations - David Morrill - "B" Basketball Coach  |            |
|       | Retirements  |            |
|       | Meetings   |            |
|       | Other  |            |

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Persons with disabilities who may need an accommodation to fully participate in this meeting should call 827-2252 at least 72 hours prior to the meeting.

Policy Notice: Pursuant to Title 26 M.R.S.A. ss965C, the School Committee hereby specifically requests of all bargaining agent(s) meet and consult on educational policies which are a part of or may become part of this agenda.  
 cc. School Committee, Special Education Director, President of MEA, MEA Bldg Rep, Principal to Post, Town Office to Post, Penobscot Times, Bangor Daily News

- Supt. Weed reviewed her written report.
- B. Principal's Report Mr. Friel
- Mr. Friel reviewed his written report.
- C. Special Education Director's Report Mrs. Dyer
- Mrs. Dyer reviewed her written report.
- D. Finance Report Mrs. Theriault
- Mrs. Theriault reviewed her written report.
- E. Committee Reports Comm. Chairs
- Supt. Weed said the policy committee is moving right along with policies and indicated it may be evident that a separate meeting be held for Policy consideration in order to pass through the updated/new policies in a timely fashion.
- F. Chair's Report Chair
- No report given.

IX. New Business Supt. Weed

A. Front entry security

- Research has been done on a security system for the front entrance. The estimate is approximately \$2,500.00. This system would include the front entrance being locked after early morning entrance of students and unlocked right before dismissal time. The system would include a camera and buzzer. The committee asked that a 2nd monitor be installed if possible.

X. Old Business Supt. Weed

A. Survey results

- The survey was found to be informative and it was suggested to do one annually.

B. Additional Committee Meeting for policies

- It was suggested that required policies be kept on as a regular agenda item as those should pass quickly for approval but the policies that are school specific may require a separate meeting.

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C. Nurse discussion

- Supt. Weed highlighted a written report from the nurse consultant that has been with us for the past several weeks. She indicated we have a great school with a well-stocked clinic but our lack of using electronic records is out of date and slows the processing process.

D. Central/Main Office support staff restructuring

- Supt. Weed presented a proposal drafted by Mr. Friel and her. This plan would shift some of the Human Resource responsibilities from Mrs. Theriault to Mrs. Kingsbury. Mrs. Kingsbury;s position would increase by six day per month, the number of days Mrs. Theriault is committed to new responsibilities at Greenbush. This shift in responsibilities necessitates the hiring of a .4 secretary in the main office. This is an increase in revenue of approximately \$14,900.00 as a result of Greenbush contracting for central office services.

XI. ACTION ITEMS: Supt. Weed

A. Title 1 Appointment

**I move to accept Ann Kenny for the Title 1, Ed. Tech. III position.**

Moved: Ann Goodwin Seconded: Michael Bond Vote: 5/0/0

B. Special Education Administrative Assistant Appointment

**I move to accept Kara Thompson as Administrative Assistant to the Director of Special Education.**

Moved: Chris LeClair Seconded: Ann Goodwin Vote: 5/0/0

C. Coaching Appointment

**I move to accept Andrew Doak as the "B" boys basketball coach for the remainder of the 2011-2012 basketball season.**

Moved: Gary Drinkwater Seconded: Michael Bond Vote: 5/0/0

D. Central/Main Office support staff

**I move to accept the proposed plan for support staff assistance within the Central/Main Office.**

Moved: Chris LeClair Seconded: Ann Goodwin Vote: 5/0/0

E. Policy - 2nd readings/Adoption

**I move to accept the following policies for 2nd reading and adoption:**

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**AC** - Nondiscrimination/Equal Opportunity and Affirmative Action  
**ACAA** - Harassment and Sexual Harassment of Students  
**ACAD** - Hazing  
**AD** - Educational Philosophy/Mission  
**ADA** - School District Goals and Objectives  
**BBA** - School Committee Powers and Responsibilities

Moved:  Gary Drinkwater  Seconded:  Michael Bond  Vote:  5/0/0

F. Policy - 1st reading

**I move to accept for first reading the following policies:**

**ACAA - R** - Student Discrimination and Harassment Complaint Procedure  
**ADAA** - School System Commitment to Standards for Ethical and Responsible Behavior  
**ADF** - School District Commitment to Learning Results  
**BBAAB** - Milford School Department Delegation of Responsibilities  
**BBBDA** - Committee-Declared Vacancy Caused by Absenteeism  
**BIB** - Committee Member Development Opportunities  
**CHD** - Administration in the Absence of Policy  
**EBCA** - Comprehensive Emergency Management Plan (Formerly, Crisis Response Plan)  
**EBCC** - Bomb Threats  
**EBCE** - School Closings and Cancellations  
**EFE** - Competitive Food Sales-Sales of Foods in Competition with the School Food Service Program  
**GBEC** - Drug-Free Workplace  
**GBO** - Family Care Leave  
**GCFA** - Conference Information  
**GCI** - Professional Staff Development Opportunities  
**GCOG** - Evaluation of Administrative Staff  
**GCOE** - Complaints About Employees  
**IGA** - Curriculum Development and Adoption  
**IHBA** - Policy on Individualized Education Programs  
**IHBAA** - Referral/Pre-Referral Policy  
**IHBAA-R** - Referral/Pre-Referral Procedures  
**IHBAC** - Child Find Information  
**JKAA** - Policy on Time Out Rooms and Therapeutic Restraint  
**JKAA-R** - Procedures on Time Out Rooms and Therapeutic Restraint  
**JKF** - Disciplinary Removal of Students with Disabilities  
**JKF-R** - Model Administrative Procedures for Removal of Students with Disabilities  
**JRA** - Student Education Records and Information  
**JRA-E** - Annual Notice of Student Education Records and Information Rights

Moved:  Chris LeClair  Seconded:  Gary Drinkwater  Vote:  5/0/0

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XII. Correspondence Chair

- None

XIII. Executive Session Committee

*Recommendation: That the School Committee goes into Executive Session for the purpose of discussing Superintendent evaluation and negotiations pursuant to 1 M.R.S.A. 405 (6)(A)*

Moved: Gary Drinkwater Seconded: Chris LeClair Vote: 5/0/0

Time in: 8:24 PM Time out: 9:29 PM

XIV. Other:

Next monthly meeting date: January 12, 2012

XV. Adjourn Chair

Moved: Michael Bond Seconded: Ann Goodwin Vote: 5/0/0

Time: 9:30 PM

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