

APPROVED MINUTES
 Milford School Committee
 Thursday, November 10, 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> AB </u>
Ann Goodwin, Member	<u> X </u>
Chris LeClair, Member	<u> X </u>

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|------|-----------------------------------|------------|
| I. | Call to Order _____ 6:01 PM _____ | Chair |
| II. | Declaration of Quorum | Chair |
| III. | Flag Salute | Chair |
| IV. | Spotlight on Learning | Supt. Weed |

Millie Cannon, Library Media Specialist spoke about changes within the Library.

- Furniture has been moved to make the space friendlier
- Meeting with middle level teachers to see what books are needed for their curriculum
- Upgrading the middle level books
- Peggy Boone from the Leonard Middle School in Old Town has been helpful in choosing new reading materials for middle level
- Cataloging the entire Library so it can be accessed from the Internet
- On-going ordering of books to update the entire library collection

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| V. | Additions and Amendments to Agenda | Chair |
| | <ul style="list-style-type: none"> • Action Item C moved to be presented after Public Comments | |
| VI. | Approval of Minutes | Chair |

A. October 6, 2011

I make a motion to approve the minutes for the October 6, 2011 meeting.

Moved: Ann Goodwin Seconded: Chris LeClair Vote: 4/0/0

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| VII. | Public Comment | Chair |
| | <ul style="list-style-type: none"> • A request was made to have the gymnasium named after Thomas E. Thornton. More info on policy to this procedure forthcoming at the December School Committee meeting. | |

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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

VIII. REPORTS AND DISCUSSIONS:

A. Superintendent's Report

Supt. Weed

Resignations -

- Vanessa Carmichael, SPED Administrative Assistant has given her notice, her last day will be November 28th. Vanessa will be taking a job with RSU #34 in the SPED office

Retirements - None at this time

Meetings -

- State Conference (MSMA Annual Fall conference) Oct. 26, 27, & 28
- Superintendent's Conference - Info on Standards Based, Oct. 20
- Policy Committee meeting - Oct. 20 Supt. Weed & Ann Goodwin present. Gary Drinkwater absent. Supt. Weed met with Gary Drinkwater on a different day.
- Supt. Weed met with James Friel & Betsy Dyer on evaluations of staff
- Facilities maintenance workshop - Nov. 1, Supt. Weed and Head Custodian, Ed Homes attended at UTC

Other -

- Repair of fence out front
- New mailboxes purchased, set up in teacher's workroom located in the Kindergarten/1st grade wing
- New curriculum position is moving forward

B. Principal's Report

Mr. Friel

- Enrollment as of 10-31-11 is 339 students
- Facility maintenance of fence and adding wood chips to front and back playgrounds
- Cheerleading and Basketball tryouts & practices have begun
- A letter was sent home detailing the Read Around the World program. There was a great turnout for movie night, which was the end of the month celebration for October. A discussion of having middle school pair up with younger readers during school hours to gain minutes for both younger & older readers
- Reviewing applications for the Ed. Tech III position. Hoping to get a certified teacher for this position
- In-service day included teaching staff and Ed. Tech's. Topics included a presentation by SPED staff on harassment & bullying, evaluation process with hopes to begin this by December 1st and a discipline program called SWIS. This would be implemented school wide

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C. Special Education Director's Report

Mrs. Dyer

- Several move ins
- Some dismissals from SPED
- Finished stimulus
- SPED teachers attended a conference on Brain Based Learning
- Attended a Regular Advanced Board meeting - a lot of info on Standards Based, hopeful to get back to instructing this way
- Attended 504 training
- Middle school students receiving life skills training with hopes the program can become self supporting
- Attended an Alternative Ed. conference that gave info about grant opportunities. Research needs to be done on this topic.
- Betsy Dyer stated she is sad to see Vanessa go

D. Finance Report

Mrs. Theriault

- The school has a large sum of money for facilities that needs to be used by December
- It was stated at the Joint Meeting that the school have a separate account. This was done with a small glitch which has now be resolved
- Kelly Theriault, Business Manager will attend a meeting at the Town Office regarding outsourcing payroll. Kelly will get details and bring back to the Superintendent

E. Committees Reports

Comm. Chairs

- No Reports

F. Chair's Report

Chair

Greg Hobson asked if Chris LeClair would like to comment on the MSMA Annual Fall Conference.

- Chris stated that the conference was well attended
- A lot of talk on Standards Based education
- A playground equipment company was there
- Chris attended a bargaining workshop
- A heat & vent company had an offer to come evaluate the school and report back on efficiency

Greg Hobson stated that Energy Balance 101 is promoting a contest with 2 schools having the opportunity to win a \$25,000.00 grant for a new playground.

IX. New Business

Supt. Weed

A. Superintendent's Evaluation

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- Supt. Weed wanted to know what has been done in the past?
- What is committee looking to evaluate Superintendent on?
- Some of the committee commented on the evaluation that was used last year and how they liked that format
- Some of the committee discussed having a survey for staff input on the evaluation
- The committee asked about the community survey that was done last year. Names need to be removed and the survey will be presented at the December meeting

X. Old Business Supt. Weed

- No Old Business to discuss

XI. ACTION ITEMS: Supt. Weed

A. Coaching/Advisor Appointments

I make a motion to approve all coaching positions presented to the Committee. This will include the following persons in the following positions:

- Robert Leighton - Girls "A" Basketball**
- Katherine Johnson - Girls "B" Basketball**
- Todd Harris - Boys "A" Basketball**
- David Morrill - Boys "B" Basketball**
- Candice White - Cheerleading**

Moved: Chris LeClair Seconded: Ann Goodwin Vote: 4/0/0

B. A.D. Appointment

I make a motion to appoint Donna Conary as Athletic Director for the remainder of the 2011 - 2012 School Year.

Moved: Chris LeClair Seconded: Ann Goodwin Vote: 4/0/0

C. Greenbush School Department Central Office Svcs.

Amended: I make a motion to provide the Greenbush School Department with limited Central Office Services.

I make a motion to provide the Greenbush School Department with limited Central Office Services as presented under the Memorandum of Understanding.

- January 1, 2012 start date
- What will be done with the additional funds? Supt. Weed stated that Kelly provide services to Greenbush 6 days a month which means some of her duties will need to be shifted to Renee Kingsbury,

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Administrative Assistant to the Superintendent. What this meant to Supt. Weed was to make Renee Kingsbury full time working for Central Office

- Both Ann Goodwin and Greg Hobson said they did not support additional administrative services, tasks should be able to be completed at the front window
- This discussion lead to the topic of no school office coverage first thing in the morning, this will be addressed and that the website hasn't been updated
- A proposal will be presented at the December School Committee meeting for coverage at the school's front window

Moved: Chris LeClair Seconded: Michael Bond Vote: 4/0/0

D. School Physician Agreement

I make a motion to approve the School Physician Agreement between the Milford School Department and Penobscot Community Health Care.

Moved: Chris LeClair Seconded: Michael Bond Vote: 4/0/0

E. Policy - 1st Readings

I make a motion to approve for first reading the following policies:

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: Michael Bond Seconded: Ann Goodwin Vote: 4/0/0

The remaining policies were moved to be tabled.

ACAA-R - Student Discrimination and Harassment Complaint Procedure
ACAB - Harassment and Sexual Harassment of School Employees
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

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- 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
- GCOC** - Evaluation of Administrative Staff
- GCOE** - Complaints About Employees
- IGA** - Curriculum Development and Adoption
- IHBG** - Home Schooling
- IHBGA** - Home Schooling - Participation in School Programs

Moved: Ann Goodwin Seconded: Michael Bond Vote: 4/0/0

XII. Correspondence Chair

XIII. Executive Session Committee

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

Moved: Ann Goodwin Seconded: Michael Bond Vote: 4/0/0

Time in: 8:16 PM Time out: 9:10 PM

XIV. Other:
Next monthly meeting date: December 8, 2011

XV. Adjourn Chair

Moved: Ann Goodwin Seconded: Chris LeClair Vote: 4/0/0

Time: 9:10 PM

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