

**Minutes**  
Milford School Committee  
Thursday, July 21, 2016, 6:00 p.m.  
Dr. Lewis S. Libby School

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COMMITTEE MEMBERS:	Present
Armanda Day, Vice Chair/Acting Chair	<u>  x  </u>
Karen Sawyer, Member	<u>          </u>
Greg Hobson, Member	<u>  x  </u>
Ann Goodwin, Member	<u>  x  </u>

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- I. Call to Order: **6:00 p.m.** Chair
- II. Declaration of Quorum: **Declared** Chair
- III. Flag Salute: **Done** Chair

IV. Hire James Underwood for Superintendent for 6 days per month at \$500 per day.  
Motion: Armanda Day Second: Greg Hobson Vote: 3-0

V. Nomination for Vacant Seat  
**Gregg Hobson nominates Marija Grange to fill the vacant seat.**  
Motion: Gregg Hobson Second: Ann Goodwin Vote: 3-0

VI. Election of Officers  
A. CHAIR  
**Greg Hobson nominates Armanda Day.**  
Motion: Gregg Hobson Second: Ann Goodwin Vote: 3-0  
  
B. VICE CHAIR  
**Greg Hobson nominates Karen Sawyer as Vice Chair.**  
Motion: Gregg Hobson Second: Armanda Day Vote: 3-0

VII. Additions and Amendments to Agenda Chair  
**Under New Business, item X, add "C. Resignations."**

VIII. Approval of Minutes Chair  
**By board consensus, Approval of Minutes for May 19, 2016 and June 21, 2016, tabled until August 18, 2016 School Board meeting, due to less than a quorum of tonight's membership in attendance at the May 19 and June 21, 2016 School Board Meetings.**  
  
A. May 19, 2016  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
  
B. June 21, 2016  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

IX. REPORTS & DISCUSSIONS:  
A. Superintendent's Report Supt. Underwood  
**No report.**  
B. Principal's Report Principal Loiselle  
**Mr. Loiselle discusses his written report, noting the qualifications of recently hired staff. Principal Loiselle also reiterates the need to replace a broken window.**

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Persons with disabilities who may need an accommodation to fully participate in this meeting should call 827-2252 Ext. 117 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, Superintendent, Principal, Asst. Principal, Director of Special Services, Finance Manager, President of CBU, MEA Bldg. Rep. Milford Town Office, & Penobscot Times to Post.

C. Director of Student Services' Report Director Kern  
**Ms. Kern reports on the engagement of an ASL interpreter through a contracted service arrangement as the only available avenue for this position at this time. Ms Kern notes, however, that in the different circumstances of our current part time Occupational Therapist vacancy, a direct contract employee may be the more appropriate option when we fill this position. Ms. Kern also reports that the summer program is up and running and that the district is providing transportation for the few who need it.**

D. Assistant Principal/Athletic Director's Report AP/AD Clark  
**No report tonight.**

E. Finance Report Kara Thompson  
**Ms. Thompson updates the board regarding warrant signing challenges with the timely transitions in the Central Office, new school board positions and her own departure to a central office position closer to her home. Ms. Thompson assures the board that she will do everything she can to assist the Milford School Dept. in meeting its AP and Payroll warrant responsibilities during the transition, that she has already had a substantive meeting with Milford's new Superintendent, and that her new employer so far has been working with her to try and make the transition run smoothly beyond her expected start date. Ms. Thompson also notes that the auditor has not yet been able to schedule the audit preparation and on site process at Milford and that the Milford Central Office will need to prepare for that audit process when it is scheduled.**

F. Committees Committee Chairs  
**No committee reports scheduled for tonight.**

X. New Business Supt. Underwood  
A. Next proposed meeting date: **August 18, 2016**  
B. New Hires  
C. Resignations  
**Superintendent Underwood informed the board that he accepted a written resignation from Leigh Broughan received by Student Services Director Carrie Kern and Business Manager Kara Thompson on July 20, 2016.**

XI. Old Business Supt. Underwood  
**Principal Loiselle requests that the "replacement of boilers" be placed again on the August 18, 2016 agenda.**

XII. ACTION ITEMS: Supt. Underwood  
**None**

XIII. Public Comments on Agenda Items Chair  
**None**

XIV. Executive Session Committee

**Recommendation: That the School Committee goes into Executive Session for the purpose of discussing -**

- **administrative evaluations pursuant to Title 1 M.R.S.A. 405(6)(A)**
- **personnel matters pursuant to Title 1 M.R.S.A. 405(6)(A)**
- **student discipline pursuant to Title 1 M.R.S.A. 405(6)(B)**
- **teacher/support staff negotiations pursuant to Title 1 M.R.S.A. 405(6)(D)**
- **legal matters pursuant to Title 1 M.R.S.A. 405(6)(E)**

XV. Other: Chair  
**Next proposed School Committee meeting date: August 18, 2016: 6:00 p.m.**  
**Proposed change to the 2016-17 School Committee Meeting Schedule: Change April 20 School Committee Meeting (April Vacation) to April 13, 2016.**

XVI. Adjourn Chair  
**Adjourned at 6:20 p.m. on a motion by Greg Hobson and seconded by Ann Goodwin. 3-0**