

AGENDA
 Milford School Committee
 December 15, 2016
 6:00 p.m.
 Dr. Lewis S. Libby School

COMMITTEE MEMBERS:	Present
Armanda Day, Chair	x
Karen Sawyer, Vice Chair	x
Greg Hobson, Member	x
Ann Goodwin, Member	x
Marija Grange, Member	x

- I. Call to Order at **6:04** Chair
- II. Declaration of Quorum **Done** Chair
- III. Flag Salute **Done** Chair
- IV. Public Comment **No Public Comment** Chair

V. Additions and Amendments to Agenda
No adjustments tonight

- VI. Approval of Minutes Chair
 - A. October 20, 2016 (revisited re: donor name)
 Approved at November 17, 2016 meeting (5-0) with check that donor name be included.

Motion: _____ Second: _____ Vote: _____

B. November 17, 2016

Motion: Karen Sawyer with noted spelling correction Second: Marija Grange Vote: 5-0

VII. Spotlight on Learning

Teacher Erica Spencer delivers a presentation on the Writing Process and notes the highlights of guest speaker presentation, Maine Author Tim Caverly who came to her classroom and talked with her students about the writing process. Tim Caverly is a Maine Guide whose career in the Maine Forestry Park Service provides the background for his many stories. Ms. Spencer summarized his explanation to her students of the 5 steps in the writing process. Ms. Spencer noted that Mr. Caverly emphasized the importance of the multiple rewritings and revisions in the process of producing quality stories and writing. Erica commended her students for their captivated attention and interest throughout author Caverly’s presentation, and she also praised the respect and good manners her students displayed to author Tim Caverly.

Students were a great and very interested audience.

VIII. REPORTS & DISCUSSIONS:

A. Principal’s Report Principal

Principal Loiselle referenced various points in his report, commented on the good turnout for parent conferences and reminded everyone of the Holiday Concerts Monday, Tuesday and Wednesday of the next week. Mr. Loiselle also reported that the Book Fair was tremendously successful.

B. Director of Student Services’ Report Special Education Director

Outgoing Director Carrie Kern stated that the status of the Special Ed Dept. remained “status quo,” staff doing “everything they can to deliver to students’ needs.” Ms. Kern notes that she is working to provide everything she can to make the transition to the new coordinator go smoothly, that she is finishing the Local Entitlement application before she departs, and that documentation in her dept. is not complete. Ms. Kern responds to the board’s questions that the Special Ed teachers and case managers are responsible for completing the documentation. Carrie defends her staff by saying that their numbers, caseloads, exceed case load maximums. The Superintendent and incoming Special Education Coordinator and follow up Special Ed. Director will study the caseloads and respond appropriately.

C. Athletic Director’s Report Athletic Director
Athletic Director Donna Conary had provided a very detailed written report. There were no follow up questions.

D. Finance Report Business Manager
Chair Armanda notes some lines have apparently been overspent, and also notes that we are all aware and are monitoring, in particular, the Special Ed. accounts with the reports of increasing numbers and needs in that area.

E. Superintendent’s Report Superintendent
Superintendent holds his report until the end of the meeting.

F. Committees Committee Chairs
Warrant Committee: Member Greg Hobson reports that the process is running “O.K.” now.

Policy Committee:
No report

Facilities Committee: Greg Hobson reports that facilities are pretty much in good shape.

Finance Committee: to be considered when the 2017-18 budget prep begins.

IX. New Business

A. Second Reading for Revision of Policy JICK Bullying and Cyberbullying in Schools (Adopted March 14, 2013, Milford School Committee) with addition of Reporting and Responding Forms JICK-E1, E2, and Administrative Procedures JICK-R (Draft Model Policy, Department of Education, 7/25/16)

Motion to approve Second Reading for Revision of Policy JICK and approve the revised policy as presented.

Motion: Ann Goodwin Second: Karen Sawyer Vote: 5-0

B. Prepare Annual Documentation Form/Report to the Department of Education Regarding Superintendent Position for the 2017-18 School Year: Documentation prepared.

X. Old Business

To Accept resignation of Carrie Kern as Director of Special Education

Motion: Greg H. Second: Karen Sawyer Vote: 5-0

XI. ACTION ITEMS

No action Items
Motion: _____ Second: _____ Vote: _____

XII. Public Comments on Agenda Items Chair

No Public Comment

XIII. Executive Session Committee

Recommendation: That the School Committee enter Executive Session for the purpose of discussing –

- Administrative evaluations pursuant to Title 1 M.R.S. §405(6)(A)
- Personnel matters pursuant to Title 1 M.R.S. §405(6)(A)

A. December 15, 2016, Consider entering Executive Session for Superintendent Review and Evaluation

Motion: Karen Sawyer Second: Greg Hobson Vote: 5-0

Time In: 6:36 Time Out: 7:34

Action Taken:

Karen Sawyer motions to extend the Superintendent's current contract to June 30, 2017 and to increase the number of days per month from 6 days to 12 days and also to offer a one year contract to the Superintendent from July 1, 2017 to June 30, 2018 with an extension of the same contract terms as the Superintendent's contract which ends June 30, 2017, (taken into account the current state regulation that Retired Superintendents receive 75% of the pay/value of the full salary/value of the position).

Motion: Karen Sawyer Second: Greg Hobson Vote: 5-0

B. December 15, 2016, Consider entering Executive Session for review of confidential information regarding filling the impending vacancy of Director of Special Education.

Motion: Greg Hobson Second: Karen Sawyer Vote: 5-0

Time In: 7:38 Time Out: 8:15

- Student discipline pursuant to Title 1 M.R.S. §405(6)(B)
- Teacher/support staff negotiations pursuant to Title 1 M.R.S. §405(6)(D)
- Legal matters pursuant to Title 1 M.R.S. §405(6)(E)

Action Taken:

Motion: Ann Goodwin motions to temporarily transfer Trish Clark at her current salary for the remainder of the current school year to serve as Special Ed Coordinator.

Motion: Ann Goodwin Second: Marija Grange Vote: 5-0

Motion:

Ann Goodwin motions that the Superintendent hire temporary part time data entry person as discussed in executive session

Motion: Ann Goodwin Second: Greg Hobson Vote: 5-0

Ann Goodwin motions to ask the Superintendent to reopen the Special Education Director Search for interviews in the Spring for the next school year.

Motion: Ann Goodwin Second: Karen Sawyer Vote: 5-0

XIV. Other: Chair

Next proposed meeting date: January 19, 2017

XV. Adjourn

Motion: Karen Sawyer Second: Ann Goodwin Vote: 5-0

Time: 8:17 p.m.