

Minutes
 Milford School Committee
 January 17, 2017
 5:30 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 5:32 Chair
- II. Declaration of Quorum Done Chair
- III. Flag Salute Done Chair
- IV. Public Comment

School Committee Vice Chair, Karen Sawyer requests that Principal Peter Loiselle coordinate more timely announcements of upcoming school events, referencing the recent “Knowledge Night” event at Dr. Lewis S. Libby School. Karen Sawyer acknowledges that the event was announced in the School Newsletter with advance notice, but that it is also important to provide notice of school events to the public via the school website with the same level of advance notice. Mr. Loiselle expressed agreement with that need and will follow up.

V. Additions and Amendments to Agenda

Add to Agenda Item IX New Business:

- A. Discuss a Target Timeline for Preparation of the 2017-18 School Budget
- B. Identify initial goals or guidelines for the 2017-18 budget

Add to Agenda Item XI Action Items:

- A. Accept a \$300.00 Donation for Community Reading Day (March 9, 2017)
- B. Act on appointment of Molly Dubovy as Drama Coach for Winter and Spring, 2017
- C. Accept a staff resignation to be effective June 30, 2017

VI. Approval of Minutes Chair

A. December 15, 2016

Motion: to accept with corrections: (1) Heading: Change “Agenda” to “Minutes” (2) first exec session: make correction: Ann Goodwin made the motion to enter first executive session; Karen Sawyer seconded the motion.

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

B. Special Meeting January 10, 2017

Tabled until next meeting.

Motion: _____ Second: _____ Vote: _____

VII. Spotlight on Learning

There is no presentation tonight. Principal

VIII. Reports and Discussion

A. Principal's Report Principal

Principal Loiselles expands upon his report and notes that students overall are generally motivated, and work hard to learn to their capacity.

Per policy, Principal Loiselles informs the board that the Kindergarten classes have reached 20-22 students and that we have an Ed Tech in each of the classes. The classes are very challenging as a result of the class sizes.

B. Special Education Services Special Education Coordinator

In a brief, verbal report, recently appointed Special Ed Coordinator Trish Clark commends the Special Education teachers and support Ed Techs for pulling together and working toward completion of the data entry pieces. Ms. Clark also comments that the more she observes and reviews the range of student needs, the more she sees instances where expanded Ed Tech support is needed.

C. Athletic Director's Report Athletic Director
Written report. School Committee members have read Athletic Director Donna Conary's report and have no additional questions.

D. Finance Report Business Manager
Business Manager Carrie Smart is unable to attend tonight.

E. Superintendent's Report Superintendent
No Report given.

F. Committees Committee Chairs

Warrant Committee: Warrant review/schedule working well to date.

Policy Committee: No new Policy information tonight.

Facilities Committee: Roof maintenance work holding up well, currently, no roof leaks.

Finance Committee: As the 2017-18 Budget Process begins, the full School Committee is acting as the Finance Committee. Subcommittee to be assigned as needed.

IX. New Business

- A. Discuss a Target Timeline for Preparation of the 2017-18 School Budget
- B. Identify initial goals or guidelines for the 2017-18 School Budget

Items A. and B. considered together. Budget process expected to be completed with the annual Town Budget Meeting normally scheduled in June.

The first part of March is decided on as the goal for the first draft budget to be delivered to the School Committee for review and discussion in a workshop style full committee meeting.

During discussion, the committee established several areas of general agreement to guide the budget development:

- Develop the budget as economically as possible, but don't diminish the quality of Education at the Dr. Lewis S. Libby School for our community's children.
- Maintain at least our current level of programming – we can't afford to make further cuts in educational programming and learning for our children.
- Minimal increase in administrative costs.
- Maintenance – building, grounds, and upkeep needs beginning to show. Identify overall needs, then prioritize into a five-year plan. (Look up the Gloria Mackenzie Grant to assist with Maintenance needs)
- Revisit the \$18,000.00 Technology Grant (assisted purchase of Prometheans this school year).

X. Old Business

No Old Business.

XI. Action Items

A. Accept a \$300.00 Donation for Community Reading Day (March 9, 2017)

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

B. Act on appointment of Molly Dubovy as Drama Coach for Winter and Spring, 2017

Motion: Greg Hobson Second: Marija Grange Vote: 5-0

C. Accept a staff resignation to be effective June 30, 2017.

Resignation from Principal Peter Loiselle, effective June 30, 2017.

Motion to accept principal Peter Loiselle's resignation, effective June 30, 2017: Ann Goodwin

Second: Karen Sawyer Vote: 5-0

XII. Public Comments on Agenda Items

Chair

None

XIII. Executive Session

Committee

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

XIV. Other

Chair

At Superintendent Underwood's request, the committee expresses agreement to change the monthly School Committee Meetings to the third Wednesday of each month.

Next proposed meeting date: Feb. 15, 2017, at 6:00 p.m.

XV. Adjourn

Chair

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

Time: 6:13 p.m.