

MINUTES
 Milford School Committee
 March 15, 2017
 6:00 p.m.
 Dr. Lewis S. Libby School

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

- I. Call to Order: **6:03 p.m.** Chair
- II. Declaration of Quorum **Done** Chair
- III. Flag Salute **Done** Chair
- IV. Public Comment

Chair

School nurse Vanessa Koch summarizes current Milford School Dept. policies concerning dispensing of medications at school. MS. Koch reports on the content of each policy document recently requested by a parent. Ms. Koch and Superintendent Underwood clarify that the given documents are always available in the front office and that the requested policy documents were provided as requested. Superintendent Underwood also followed up by providing a folder of the policies again at a parent meeting he scheduled with the parent.

V. Additions and Amendments to Agenda

- A. Executive Session pursuant to Title 1 M.R.S. §405(6)(A) for consideration of a personnel matter added to Item XIII on the agenda.
- B.

VI. Approval of Minutes Chair

- A. February 22, 2017

Discussion: Greg Hobson and Karen Sawyer note several typos and corrections to be made in regard to several names throughout the minutes and at Action item following Executive session.

Motion to approve the Feb. 22, 2017 minutes with the noted corrections (p.3 Hobbs to Hobson, Weisman to Weissman, Abbey to Abby; p.4 Reordan to Reardon; p.5 Karan to Karen, delete Ks)

Motion: GH Second: KS Vote: 4-0

VII. Spotlight on Learning Principal
 No Item tonight.

VIII. REPORTS & DISCUSSIONS:

A. Principal's Report

Principal

Principal Peter Loiselle supplements his report with an agenda which guided the school's Knowledge Night earlier in the year and also distributed detail of the school's MEA testing schedule for the School Committee's information.

B. Special Education Services

Special Education Coordinator

Written Report previously submitted.

B. Athletic Director's Report

Athletic Director

School committee members have no questions regarding the Athletic Director's Report.

On a related topic, a committee member requests clarification on School Committee's role in the hiring of extra-curricular coaches. The School Committee reaffirms that the Superintendent should act as the hiring authority for coaching positions (with recommendation from the Athletic Director). The committee requests that the Superintendent place the names of hired coaches on the agenda and inform the committee of the hiring as is currently the practice in regard to support staff positions such as Ed Techs.

School Committee member Karen Sawyer brings up the subject of use of the school facility by outside agencies for outside tournaments and the like and questions how building security is/can be maintained. Superintendent Underwood will investigate improvement of camera security and other ways of ensuring accountability for use of the building.

D. Finance Report

Business Manager

Business Manager Carrie Smart had previously distributed the monthly Financial Activity Report and requests that the committee members make use of email as a good medium for sending any questions regarding the report to her.

E. Superintendent's Report

Superintendent

(NCLB on site review: LAU Plan)

Superintendent James Underwood provides a historical account of the precedent setting lawsuit, "LAU vs. the Board of Education" which prompted the revision and upgrading of every school district's policy for English as a Second Language programming. Superintendent Underwood explains that every school district must have an updated ESL/LAU plan in compliance with the regulations that resulted from the LAU vs the Board of Education lawsuit in order to maintain eligibility for receiving NCLB federal funding for programs such as Title 1.

Superintendent Underwood distributes the revised ESL/LAU policy IHBEA-E for First Reading and informs the Policy Committee members that Emily Lonko, Supt. and SpEd Office secretary, will be making contact to set a date to answer questions if any regarding the LAU policy, and to consider additions and appendices to the Building Use policy for the district.

F. Committees

Committee Chairs

Warrant Committee:

Policy Committee: NO REPORTS

Facilities Committee:

Finance Committee:

IX. New Business

A. Staff Position Updates

Superintendent Underwood informs the committee that the selected candidates for Grade 2 Substitute and for 2 Educational Technician replacements have declined the positions.

Reopened search for:

- Grade 2 Substitute
- 2 Educational Technicians

New Vacancy: Library Supervisor (Ed Tech 3)

B. School Calendars

1. Current calendar: consider faculty and principal request to add Spring Parent-Teacher conferences, Thursday, March 23, and Thursday March 30, 2:45 p.m. to 6:30 p.m.
AND to drop the last Teacher day of the current school year (as a trade-off for the additional parent conference hours). The original last teacher day was June 8. With 5 snow days added, the last teacher day now will be June 15.

Motion: KS Second: MG Vote: 0-4

Discussion: committee discussion, board members in favor of the idea but not the timing – recommend consideration for next year’s school calendar.

2. Discuss/Consider 2017-18 school calendar options

Motion: _____ Second: _____ Vote: _____

Discussion: re; Nov. 20, 21 parent conferences MEA President Sarah Shorette to keep Nov. 20 conference, but move parent conferences Nov 21 to 28 Chair Armanda Day suggests earlier Nov. dates (Nov. 13 or 14 and Nov. 20) and to break up March conferences March 21, 22 to March 19 and March 27.

Sarah Shorette suggest consideration to change Nov. 22 full day holiday to ½ day. Board discussion consensus is to keep Nov. 22 a full day Holiday and to change the last student day a half day and not a full day and in exchange for teacher time at the added 2 days of parent conferences, add 2 half day comp time days for teachers with intent to schedule the 2 half days intended to be Fridays preceding a Holiday Monday if possible.

C. Follow up Questions, discussion, from March 9 Budget Workshop
Since 4 school committee members attended the budget workshop, Superintendent Underwood provides only a brief summary. There are no follow-up questions.

X. Old Business

No old business.

XI. Action Items

A. Accept Staff Resignation

1. Howard Jack, Library Supervisor

XII. Public Comments on Agenda Items

Chair

School nurse Vanessa Koch speaks to make sure that the School Committee is aware of the necessity of replacing the Vision Screener machine for the 2017-18 school year which is no longer functional. Vanessa quotes a cost of \$2400 to purchase a new Titmus Vision Screener and iterates that State Regulation requires that all Pre-K and K students have the once a year screening, and that subsequent annual screening be conducted for all students in the odd numbered school grade years (grs 1,3,5,7). Superintendent Underwood informs the school nurse and the school committee that the amount for the replacement Titmus Vision Screener machine has been included in the First and Second Draft Budgets for the 2017-18 school year.

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)
- Motion to enter exec session (KS) second: GH 4-0

Motion: Karen Sawyer Second: Greg Hobson Vote: 4-0
The committee enters executive section at 7:50 p.m.

The Committee leaves executive session at 8:14 p.m. and there is No Action following executive session.

- 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

Next proposed meeting date: April 12, 2017 at 6:00 p.m.

XV. Adjourn

8:16 p.m.

Chair

Motion: Karen Sawyer Second: Greg Hobson Vote: 4-0