

School Administrative District No. 53
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Excellence in Education

Michael A. Gallagher
Superintendent of Schools

Personnel Committee

Minutes

1/20/11

Members in attendance: J. Bradshaw, M. Wintle, M. Brooks, Superintendent Gallagher and administrators F. Anderson, A. Miller and S. Shorey

Item 1. Superintendent Gallagher's goals for next year – Superintendent Gallagher provided the Personnel Committee with his SMART goals for the next year. He explained that he shared his vision with the administration and that it will be shared with all staff next school year on the opening staff day. Committee members asked questions about the different goals to make sure that they were measurable. It was also suggested by the committee that he consider having at least one goal under the area of curriculum.

Item 2. Review of district administrators' evaluations – Each administrator, Stacy Shorey, Faye Anderson, and Anne Miller were in attendance during their evaluation summary review provided to the Personnel Committee. Superintendent Gallagher read the summary reviews for each administrator, and the Personnel Committee had the opportunity to ask questions. They thanked each of the administrators for their performance and for the work they do in the district.

Item 3. Superintendent Gallagher provided the Personnel Committee membership with current salaries for each of the administrative positions, and data prepared by Maine School Management Association containing salary and benefit levels for all administrative positions, regionally and statewide.

Item 4. Recommendation and rationale for restructured administrative team for the 2011-2012 school year – Superintendent Gallagher recommended that the district employ a new Warsaw Middle School principal position. Rationale: Mr. Kane, because of health issues, will not be working through the remainder of this school year. Mr. Kane informed Superintendent Gallagher that we should not count on him returning next year, even though he hoped he would be able to do so. Although the position will be held for Mr. Kane and some funding will be included in the budget, there are many "ifs" about whether or not Mr. Kane will be able to rejoin the district next school year. They are - if he is able to have a kidney transplant, if the kidney transplant is successful and if he is

feeling well enough after his recovery from the transplant to return to work. It's anticipated that he will not be able to return to work until later in the 2011-2012 school year, if at all. The Personnel Committee agreed with this recommendation. Therefore, the administrative team will include one elementary principal, one middle school principal, one curriculum specialist, one administrator of special services and one superintendent. There will be no assistant principals unless Mr. Kane is able to return.

Superintendent Gallagher explained that his recommendation was based on budgetary considerations. It is his opinion the district needs to have an assistant principal at both levels to best meet student, staff and parent needs. However, all of the administrators agreed that they would take on the additional tasks/roles in order to save teaching positions for the students of the district. Superintendent Gallagher then informed the Personnel Committee that all of Mr. Kane's tasks were distributed to the remaining district administrators. It is likely that the individuals assigned to those tasks this year will continue to be the same next school year.

Item 5. Process moving forward – Superintendent Gallagher indicated that after full Board approval the position should be posted prior to February break thus allowing applicants the opportunity to apply during the month of March. Interviews would then start in April with the anticipation of employing someone by the May board meeting.

The Personnel Committee will meet again on February 10 to review/discuss administrator salaries and plan for the interviewing process.

Being no further business the committee adjourned at 7:40 P.M.

Respectfully submitted,

Michael A. Gallagher