

# School Administrative District No. 53

293 Hartland Avenue Pittsfield, ME 04967

(207) 487-5107

Fax: (207) 487-6310

Burnham

Detroit

Pittsfield

**Excellence in Education**

Michael A. Gallagher  
Superintendent of Schools

Board of Directors

Minutes

12/7/09

Members in attendance: B. Basford, P. Williams, B. Baldwin, M. Hodgins, J. Bradshaw, M. Wintle, P. Snow and Superintendent Gallagher

Item 1. Call to Order. Board Vice Chair, B. Basford, called the board to order at 7:05 P.M. The board was lacking a quorum; however, she welcomed new board members Mike Wintle and Peter Snow, and informed them of their committee assignments. Mr. Wintle will be on the Personnel Committee and Policy Committee; Mr. Snow will serve on the Curriculum Committee and Building Committee. A brief discussion was conducted regarding the board's inability to conduct business, lacking a quorum. It was determined that all board agenda items needing board votes would be moved on the agenda until the end of the meeting at which time the board would attempt to contact one of its absent members allowing it to achieve a quorum for particular votes that were considered necessary.

Item 2. Adjustments to the Agenda. All items for consideration were moved to the end of the agenda.

Item 3. Consideration of Minutes of November 2, 2009 was moved to the end of the agenda.

Item 4. Public Commentary on Agenda Items. None

Item 5. Learning Results. Mrs. Anderson provided a summary of the school improvement plan submitted by the PK-4 schools to work on goals and objectives to improve student performance in the areas of reading and math. The SIPS plan had been included in the board packet so that the board had an opportunity to read it prior to Mrs. Anderson's presentation. The Warsaw SIPS plan was also included in the board packets and board members had the opportunity to read it prior to the board meeting. In the absence of Mr. Nevens, Mrs. Miller gave a brief presentation regarding the Warsaw SIPS plan noting particularly the differences from last year's plan to this year's plan.

Item 6. Committee Reports. The Advisory report was provided by B. Basford. She indicated that the committee received an update and discussed the 2010-11 school calendar, school consolidation and the negotiation process of a new contract with MCI. The calendar for the 2010-11 school year will be proposed to the Advisory Committee at the next Advisory Committee meeting scheduled for January 12, 2010. The consolidation plan is to submit an application for a “doughnut hole” provision of the law. The committee discussed the process and timeframe for negotiating a successor contract. She also indicated that Mr. Hopkins provided some additional information regarding the seasonal and H1N1 flu vaccination clinics at MCI and the celebration of life services for Mr. Cianchette.

The Budget/Finance Committee report was provided by M. Hodgins. She reported during the month of October there was one additional over expenditure, otherwise the budget expenditures were progressing as expected. She also indicated that the committee spent sometime reviewing ideas about how to prioritize costs in the district for the 2010-11 budget year.

The Curriculum Committee review was provided by B. Basford. She indicated that the committee met just prior to the regular board meeting, and reviewed three areas of the curriculum that had been drafted. The three areas were the PK-8 science curriculum, PK-4 English/language arts curriculum and 5-8 health curriculum. She explained the formatting of the curriculum, and the content in each. Superintendent Gallagher added that Curriculum Committee members had volunteered to be participants in upcoming curriculum meetings during the development/revision phase.

The Personnel Committee report was provided by J. Bradshaw; she reported that a review of the superintendent’s evaluation had been conducted at the last committee meeting.

The Policy Committee report was provided by Superintendent Gallagher. He reported that the Policy Committee had reviewed the policies brought to the November board meeting, and considered modifications as recommended at the November meeting. He then added that the policies under Old Business will be up for consideration, and that the policies under New Business were provided for their first reading. The Policy Committee would be interested in hearing feedback, about modifying any of policies under new business.

Item 7. Old Business. Superintendent Gallagher provided an update about the doughnut hole application. The drafting of the plan had been put on hold with the news that SAD #59 had interest in consolidation discussions with SAD #53.

Under Item 8, New Business, presentation of policies 5.09, Limited English Proficiency Students; 5.10, Section 504; 8.12, Use of Maine Educational Assessment/MEA as part of the local assessment system/LIS. Superintendent Gallagher indicated that the committee made recommendations for modifications to policy 5.09 and the committee recommended that both policy 5.10 and 8.12 be deleted from the board policies.

Superintendent Gallagher then provided an overview of the process for submitting an application for a major school construction project. He reviewed the handout in the board packet, and indicated that the work that would be required to submit the packet would need to be completed anyway due to a new requirement for submission of buildings and grounds information to the DOE on a web based program. He also provided an explanation regarding the concept for the proposed new school. It would be a PK-4 building housing all of the district's PK-4 students; it would likely be located, attached or perhaps unattached, to Warsaw Middle School on the land donated by Mr. Cianchette. He explained that although he did not think that a motion should be made to submit an application for a school construction project, he would like affirmation from the board to continue the process of making application. Support for completing the application was provided by the board.

A presentation of the Strategic Plan goal number 1, objective 3, prioritizing programs in the district, was also completed by Superintendent Gallagher. He shared with the board a revised list for criteria to use when making decisions about priorities within the district. After a review of the revised criteria list no additional input was offered from the board.

The Board then moved to Item 9, Superintendent Report. Mr. Hopkins, MCI headmaster, reported that MCI is currently H1N1 flu free; that Center Drive at MCI has been closed to traffic except service vehicles; that through a donation and discounted prices at Old Town Canoe, ten canoes and a trailer to haul all ten canoes was purchased to take advantage on water activities in Maine. He then reported that Tanya Kingsbury, Spanish teacher at MCI, is in China on an exchange as the reciprocal to the exchange teacher from China who is at MCI. He indicated that MCI's Strategic Plan is moving forward; it will be adopted at the February MCI board meeting. The MCI holiday concert is scheduled for Thursday, December 10.

Superintendent Gallagher indicated that the district administrator reports had been included in the board packets, and that the two administrators present at the meeting would be happy to answer any questions that the board may have. No questions were asked.

Item 10. Communications. None

Item 11. Future Agenda Items. Under this agenda item Superintendent Gallagher asked if the board would be available to meet prior to the January 4 board meeting at 6:00 P.M. to begin the process of prioritizing cost in the district. Board members in attendance at the meeting indicated they were able to attend on January 4 for that purpose. The Board moved into the main office and placed a call to fellow board member Barbie Poirier to vote on three agenda items - policies under Old Business; the nomination for the school nurse position; and to extend the contract for Superintendent Gallagher. Superintendent Gallagher recommended the board approve the policies on the board agenda as recommended by the Policy Committee. On a motion by B. Poirier, seconded by B. Basford, the board voted unanimously to adopt the policies as presented.

Superintendent Gallagher then recommended that the board approve the nomination of Nancy Gibson to serve as the district's school nurse. On a motion by P. Williams, seconded by B. Baldwin, the board voted unanimously to approve the superintendent's nomination.

Consideration of an extension to the Superintendent's contract - A motion was made by J. Bradshaw to extend the Superintendent's Contract to cover the 2010-11 and 2011-12 contract years. The motion was seconded by B. Baldwin and the board voted unanimously to approve extending the contract for Superintendent Gallagher.

Item 13. Adjournment. The board adjourned at 8:47 P.M.

Respectfully submitted,

Michael A. Gallagher