

**Blue Hill School Committee Meeting**  
**May 8, 2013**  
**Blue Hill Consolidated School**  
**Minutes**

A. Call to Order

The meeting was called to order at 5:02 p.m. by Sheila Irvine, the designee for the Superintendent.  
Members Present: Ben Wootten, John Richardson, Jan Snow, Susan Keenan, Annie Rice  
Members Absent: None  
Others Present: Sheila Irvine, Mary Jane Maltezos, Della Martin, Steve Bemiss, Beth Jackson, Anne Berleant, reporter for *The Penobscot Bay Press*, Kate Kennedy, Vicki Davis, Paul Perkinson, Matt Jurick, Laura Maier, Don Maier, Jordan Gray, Nina Quigley, Lanie Billings.

B. Flag Salute

\* Election of a Chair \*

Sheila Irvine reminded the members of the rules for electing a Chair.  
She then called for nominations.  
Annie Rice nominated John Richardson. Jan Snow seconded the nomination.  
Sheila Irvine asked for any other nominations. There were none.  
Sheila Irvine then called for a vote.  
A motion was made by Jan Snow, seconded by Annie Rice, to elect John Richardson as Chair for the ensuing year. Motion passed 5-0.

C. Approval of the Minutes of Previous Meetings

1. A motion was made by Ben Wootten, seconded by Annie Rice, to approve the minutes of the April 10, 2013 meeting as presented. Motion passed 5-0.

D. Approval of the Agenda

By consensus, the board approved the agenda with an amendment to delete I. New Business item #5. To Approve BEEM Grants.

E. Communications

1. Bully Busters Project Citizen Group

Three eighth grade students presented their project on bullying and asked the board for their consideration on their recommended changes for the current school policy on bullying and cyberbullying. The board looked at their project, asked questions, and were very interested in taking a look at the recommendations. The policy committee will be meeting the end of May and a possible first reading of the amendment changes to the policy will be on the June agenda. The board thanked the students for their efforts.

F. Comments and/or Questions from the Public

None at this time.

Continued on page 2.

**G. Reports**

1. GSA Report – Paul Perkinson, Head of School at GSA, handed out his written reports. He shared with the board that Buzz Moore is the new Assistant Head of School, Liz Macone has accepted the Registrar position and Jim Murphy has been nominated by the Maine Interscholastic Athletic Administrators for the National Interscholastic Athletic Administrators Association Distinguished Service Award. He also spoke to board in reference to the GSA Report Card for 2011-2012. He highlighted that the report card was “largely based on SAT scores and participation rate of the current senior class when they were juniors.”
2. Principal’s Report – Della Martin handed out her written report. She reported that there were 21 students that attended the kindergarten screening. She spoke about Teacher and Staff Appreciation Week, the “Screen Free” day where the entire school turned off computers, and that teacher observations and evaluations were completed.
3. Superintendent’s Report –
  - a. Sheila Irvine shared with the board that Mark Hurvitt was very thankful for all the cards, well wishes, flowers and calls he has received while on medical leave.
  - b. She reported that there are currently three letters of interest for the Summer School Program. By consensus, the board approved Judy Cole, Cathy Gage and Sara Brown as teachers for the program.
  - c. Sarah Palmer sent a letter of resignation from her special education teacher position at the end of her current contract and on behalf of the board, Mr. Hurvitt had written to her accepting her resignation. The position is currently being advertised.
4. PTF Report – Beth Jackson reported to the board on recent activities at the school. “Screen Free” week being one of them. A playground committee will be formed to decide on what to do with the \$1,000.00 grant the students received for collecting the most coupons for the Hannaford School Dollars at Tradewinds.
5. Building and Grounds Committee Report  
Della Martin reported that she has been working with Jim Schatz about holes in the driveway and getting it repaved/patched. Mr. Cousins has been asked to submit an estimate for the work.
6. Other Reports
  - a. Curriculum Sub-Committee  
None at this time.

**H. Old Business**

1. Policy Manual Review Update  
Della Martin, Mark Hurvitt, Jan Snow and Annie Rice met to go over the audit report from Penelope Wheeler-Abbott and Ann Chapman, Policy Consultants from Drummond/Woodsum. There were many policies that are required and recommended that need to be addressed. The committee will meet again the end of May to have policies ready for a first reading in June. MSMA has sample policies available for board consideration.
2. Discussion of Printed Policy Manual/Website  
This will be discussed further.

Continued on page 3.

**Blue Hill School Committee Meeting Minutes – May 8, 2013 – Page 3.**

I. New Business

1. MLTI Discussion – Matt Jurick presented information to the board on what it would mean for the BHCS to go with HP versus Apple. There was discussion on costs, support, content, buffer pools, transition. It would cost the board approximately \$1,400.00 each year of the four year agreement with MLTI for the Apple (MacBook Air). Since the first year was unbudgeted, the consensus from the board was to take the extra cost out of Contingency and budget for the next three years. After a few more questions, the board called for a motion.  
A motion was made by Ben Wootten, seconded by Annie Rice, to approve the Apple – MacBook Air for BHCS. Motion passed 5-0.
  
2. To Approve Summer Literacy Plan for Blue Hill  
Sheila Irvine shared the Summer Literacy Plan that Rachel Kohrman-Ramos has worked on and received funding for this summer at the Blue Hill Public Library. The board asked about dates and programs offered. With the funding, there would be no costs to the school for staff.  
A motion was made by Annie Rice, seconded by Susan Keenan, to approve the Summer Literacy Plan for Blue Hill. Motion passed 5-0.
  
3. April 1<sup>st</sup> Enrollment Report  
The board acknowledged the report.
  
4. To Award the Lawn Mowing/Trimming Bid  
A motion was made by Ben Wootten, seconded by Jan Snow, to award the lawn mowing trimming bid to Steve Bemiss for the mowing season May 13, 2013 through the Fall 2013 at the bid price of \$3,110.00. Motion passed 5-0.
  
5. To Approve BEEM Grants  
None at this time.
  
6. Possible Executive Session per 1 M.R.S.A. § 405 (6)(A)  
The board did not motion to go into executive session.
  
7. To Approve Teachers Going Onto Continuing Contracts for 2013-2014 School Year  
A motion was made by Annie Rice, seconded by Susan Keenan, to follow Sheila Irvine’s nomination to approve the following teachers going onto continuing contract for the 2013-2014 school year: Vicki Davis, Kyle Snow and Kate Kennedy and to approve Sarah Brown and Melanie Cote to 2<sup>nd</sup> year probationary teacher contracts. Motion passed 5-0.
  
8. To Approve Teachers Going Onto 2<sup>nd</sup> Year Probationary Contracts for the 2013-2014 School Year  
Included in the motion above.

Continued on page 4.

**I. New Business (continued)**

9. To Approve Blue Hill Contracted Support Staff for the 2013-2014 School Year

A motion was made by Ben Wootten, seconded by Jan Snow, to approve the following contracted support staff for the 2013-2014 school year:

Jerin Smith, Assistant Secretary and Assistant Cook; Loretta Smith, Secretary; Foster Smith, Custodian; Deb Ames, Custodian; Kathie Koontz, Assistant Cook; Robin Mitchell, Cook; Catherine Reuter, Ed Tech II; Susan Snyder, Ed Tech II; Jane Haldane, Ed Tech II; Michael Jezak, Ed Tech III; Jessica Hutchins, Ed Tech II; Debra Kingston, Ed Tech III; Laurie Friend, Ed Tech II; Deb Candage, School Nurse; Chelsea Robbins, Ed Tech III; Franklin Burke, Head Custodian; Teri Ames, Ed Tech III; Bryan Lescord, Ed Tech II; Laura Maier, Ed Tech II; Laura Gatcomb, Ed Tech I; Lisa Leighton, Ed Tech I.

Motion passed 5-0.

10. Summary of Accounts

The board went over the report. There will need to be a special Town Meeting in June.

The Transportation Cost Center will require a line transfer to be approved at Town Meeting along with Special Education. There may need to be another transfer for the Other Instruction Center.

11. Report Card Draft

Sheila Irvine went over The School Report Card 2011-2012 report where BHCS received a grade of “B”. She explained how the State calculated the score using Proficiency and Growth as their measures. There was much discussion on clarification of directions, no criteria, and future accommodations to accomplish at least 95% participation.

Della Martin asked the board for consideration of piloting a new report card for the third trimester. She went over the template with the board and answered their questions.

By consensus, they agreed to pilot the report card with a few of their suggested amendments.

J. Items for Next Month’s Agenda

1. Pre K
2. Policy Update
3. Math Program Presentation
4. Printed Policy Manual/Website

K. Signing of Vouchers

The vouchers were signed.

L. Adjournment

The meeting was adjourned at 6:21 p.m. by Chair John Richardson.

Respectfully submitted,

Mary Jane Maltezos  
School Union #93 Secretary