

**SURRY SCHOOL DEPARTMENT  
SCHOOL COMMITTEE MEETING  
Tuesday, January 5, 2016 – 5:00pm  
SURRY ELEMENTARY SCHOOL**

Members Present: Marlene Tallent, Joan Welgoss, Michelle Berger  
Monica Hardy-Torrey arrived at 5:23pm, Don Driscoll arrived at 5:37pm  
Others Present: Mark Hurvitt, Fred Cole, Audrey Carter, Ken Torrey, Cathie Rossignol

1. Call to Order

The meeting was called to order at 5:00pm by Chair Marlene Tallent.

2. Consideration of the Minutes of the Meeting on December 1, 2015

A motion was made by Joan Welgoss, seconded by Michelle Berger, to approve the minutes of the December 1, 2015 meeting as amended (add Cathie Rossignol as present and in Executive Session (8).  
Vote: 3-0.

3. Pledge of Allegiance

4. Public Comments

None

5. Review of Agenda

A motion was made by Michelle Berger, seconded by Joan Welgoss, to approve agenda with the following: add 8(5) Acknowledge Audit and remove 6(A) Teacher Presentation  
Vote: 3-0

6. Communications/Reports

A. Teacher Presentation

Removed from agenda. Will take place in February.

B. Chairperson

Marlene went to the third meeting of the Proficiency Based Council in Augusta and the group has come up with some recommendations.

It is National School Board appreciation month, and Marlene gave each Board member a bag.

C. Administration

1. Principal's Report

The Principal's report was handed out and is attached to the office minutes. Mr. Cole spoke about the Pre-K site visit.

2. PTCO Report

February 11, 2016 the PTCO will sponsor a Tastefully Simple fundraiser (cooking products). PTCO will keep 25%. January 22 – February 12 will be the Fedco seed sale. Holiday gift event went well.

3. Superintendent's Report

Thank you cards to School Board from Libby Bishop and Linda Conley for Surry bags.

Handed out the Jordan Fund MOU, signed, to Board members.

4. Jordan Fund/Adams Fund

Joan Welgoss (and Marlene) to chair scholarship committee.

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**7. Old Business**

**1. Child Find Policy # IHBAC – Second Reading**

A motion was made by Michelle Berger, seconded by Monica Hardy-Torrey, to adopt new one.  
Vote: 3-0.

**2. Screening/Referral to the Individual Education Plan # IHBAA – Second Reading**

A motion was made by Joan Welgoss, seconded by Michelle Berger, to adopt new one.  
Vote: 3-0.

**3. Policy Follow-Up**

A motion was made by Don Driscoll, seconded by Monica Hardy-Torrey, to delete the extensive list of policies (see attached list).

**8. New Business**

**1. First Draft of 2016-2017 Budget**

Went over the budget, in general. Line by line analysis on January 19, 2016 at 6:00pm meeting.

**2. Bus Bid Specs (5 year contract for Transportation)**

Mr. Hurvitt handed out to Board for feedback.

**3. Hire Replacement Ed Tech**

A motion was made by Don Driscoll, seconded by Joan Welgoss, to allow Superintendent to hire and inform in February.  
Vote: 5-0.

**4. Accept Donation from Citizen Protection Group LLC**

A motion was made by Monica Hardy-Torrey, seconded by Michelle Berger, to accept \$100.00 donation.  
Vote: 5-0.

**5. Acknowledge Receipt of SES Department Audit Ended FY June 30, 2015**

A motion was made by Michelle Berger, seconded by Monica Hardy-Torrey, to acknowledge receipt of independent audit for SES Department FY ended June 30, 2015.  
Vote: 5-0.

**6. Executive Session Pursuant to § 405 (6)(A) for a Personnel Matter (with Principal)**

A motion was made by Don Driscoll, seconded by Monica Hardy-Torrey, to enter Executive Session at 6:23pm.  
Vote: 5-0.

Exited Executive Session at 7:12pm with the following action:

A motion was made by Monica Hardy-Torrey, seconded by Michelle Berger, to extend Fred Cole's contract to June 30, 2018, to pay him \$74,000.00 for 2016-17, and to pay 80% of his health insurance cost, going forward.  
Vote: 5-0.

**9. Other Business**

**A. Requests for Information**

None

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B. Future Agenda Items

1. Teacher Presentation
2. 8<sup>th</sup> Grade Trip Plan Approval (February)
3. Hire Ed Tech
4. Reading Recovery and Special Education Report
5. Schedule and Staffing Plan for January 19, 2016 meeting

C. Warrant Signatures

The warrants were signed.

10. Adjournment

The meeting was adjourned at 7:15 p.m. by Chair, Marlene Tallent.

Respectfully submitted,

Mark E. Hurvitt  
Superintendent of Schools