

**BOARD OF DIRECTORS MEETING
MINUTES
DATE: Tuesday, September 13, 2011
WHERE: PCSS**

Members Present: *Ann Bridge, Sarah Brown, Heidi Dow, Blaire Fagan, Carrie Fellows, Holly Gifford, Cinthia Hoak, Rebecca Holt, Richard Hunt, Ronald Labonte, Patricia Ladd, Donna Littlefield, George Nuite, Starre White, Michelle Ward and student council members Corynne Fellows & Sarah Hoak.*

Members Absent: *James Bell Jr. and Rachael Davis*

Also Present: *Trisha Kurt, Julie Orton, Crystal Priest, Kevin Harrington, and Paul Stearns*

Call to Order: *The meeting was called to order by Michelle Ward at 7:03 p.m.*

Approval of Minutes: *A motion was made by Patricia Ladd and seconded by Blaire Fagan that the minutes of the August 9th Board of Directors Meeting be approved as presented.*

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

Public Forum: *Mr. Stearns introduced Cory Fellows – new student board representative.*

Correspondence: *Mr. Stearns read a letter from Plum Creek to Roxanne Chase saying that they would donate \$2,000 to the weekend Backpack Nutrition Program. Mr. Stearns also read a letter from the Department of Labor saying that OSHA fines had been reduced to zero.*

Educational Report:

1. Adjustment to Agenda:

A motion was made by George Nuite and seconded by Donna Littlefield to make the following changes in the Agenda:

Item #2 – Add Erick Murray - PCHS Key Club Advisor

Add Item 2A – Recommendation to create a ½ time Pre-K teaching position for the remainder of the 2011-2012 school year only.

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

2. Recommendation to Employ for 2011-2012 (one year contracts):

A motion was made by Heidi Dow and seconded by Donna Littlefield that the Board of Directors authorizes the Superintendent to offer one-year contracts to the following for the 2011-2012 school year:

- Beth MacNeil – Yearbook Advisor (PCHS)
- Rex Webb – Jr. National Honor Society (PCMS)
- Heather Doherty – Environthon (PCHS)
- Rex Webb - Student Council Advisor (PCMS)

- Erick Murray – Key Club Advisor (PCHS)

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

2A. Pre-K Teacher:

A motion was made by George Nuite and seconded by Sarah Brown that the Board of Directors allows the Superintendent to create a ½ time Pre-K teaching position for the remainder of the 2011-2012 school year only.

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

3. Election of Vacant Board Officer:

State School Board Alternate: Nomination – George Nuite

A motion was made by Michelle Ward and seconded by Heidi Dow to nominate George Nuite as the State School Board Alternate for 2011-12.

A motion was made by Michelle Ward and seconded by Cinthia Hoak that nominations cease.

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

George Nuite *Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0*

4. PCHS Varsity Tennis:

A motion was made by George Nuite and seconded by Cinthia Hoak that the Board of Directors approves tennis as a MPA team sport for the Spring of 2011-2012 school year.

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

5. Committee Reports:

Building, Grounds, Transportation Committee – Mr. Stearns reported on the meeting of August 30th. Rachael Davis was elected chair. Mr. Cotta gave an update on the bus runs and transportation department. Summer projects were reviewed. The Committee then toured the PCSS facility. Energy projects were discussed along with a possible generator.

Communications, Student & Personnel Committee – Mr. Stearns distributed minutes from the meeting of August 16th. Community involvement, job descriptions, support staff evaluations, and administration evaluation were discussed. Holly Gifford was elected chair.

Curriculum Committee – Mr. Stearns distributed minutes from the meeting of August 23rd. A curricular “tour” public portal, common core preparation, new teacher evaluation procedures, and a comprehensive local database were discussed.

Teacher Evaluation Committee – Mr. Stearns reported on the work of the Teacher Evaluation Committee. The proposed evaluation changes have been presented to each faculty member.

6. Teacher Evaluation System:

A motion was made by George Nuite and seconded by Cinthia Hoak that the Board of Directors approve the revised Teacher Evaluation System.

During discussion it was noted that further descriptors of terms and examples of best practice should be added to the evaluation system.

Vote: Yes ~ 9 No ~ 6 Ab. ~ 0 (469-372) Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

(No Votes: Ann Bridge, Heidi Dow, Cinthia Hoak, Ron Labonte, Patricia Ladd, and Starre White)

7. TCTC Report: *none – next meeting September 15th*

8. Adult Education Report: *none –next meeting September 22nd*

9. Administrative Reports: *attached*

10. Chairperson’s Report: *none*

11. Superintendent’s Report: *attached*

12. Adjournment: A motion was made by George Nuite and seconded by Blaire Fagan to adjourn the meeting.

Vote: Yes ~ 15 No ~ 0 Ab. ~ 0 Student Council: Yes ~ 1 No ~ 0 Ab. ~ 0

Respectfully Submitted,

Paul A. Stearns
Superintendent of Schools
SAD #4