



# MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship \* Waldoboro \* Warren \* Washington \* Union  
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Francis N. Boynton, Superintendent

Scott Vaitones, Business Manager

Susan R. Jackson, Director of Instruction

Karen Etheridge, Director of Student Services

## PERSONNEL COMMITTEE MEETING MINUTES

Wednesday, December 2, 2009

Medomak Middle School

Waldoboro

<b>Committee members present:</b>	Ron Dolloff (Committee Chair), Tod Brown, Dennis Wooster, Bonnie Davis Micue (Board Chair)
<b>Committee members present:</b>	Mary Genthner (excused)
<b>Others present:</b>	Frank Boynton (Superintendent of Schools), Harold Wilson (MVHS Principal), Danny Jackson (Board Vice Chair)

### AGENDA

#### I. CALL TO ORDER

Ron Dolloff called the meeting to order at 5:20 p.m.

#### II. QUORUM PRESENT

Those present were: Tod Brown, Dennis Wooster, Ronald Dolloff and Bonnie Davis Micue.

#### III. NOTE ABSENTEES

Mary Genthner (excused).

#### IV. CONSENT AGENDA

##### Review Minutes of November 4, 2009, and November 18, 2009

Tod Brown moved and Dennis Wooster seconded to approve the minutes of November 18, 2009.

**The motion carried 3-0-0.**

Dennis Wooster moved and Tod Brown seconded to approve the minutes of November 4, 2009.

**The motion carried 3-0-0.**

#### V. ADJUSTMENTS TO THE AGENDA

No adjustments were made.

#### VI. SUPERINTENDENT'S REPORT

1. Frank Boynton reported on the resignation of custodian Kim Sullivan.

2. Legal opinion was given that the Board of Directors could upon notification made to the association offer stipends at a different rate than those in the teachers' contract to individuals not covered by the contract, provided that those individuals covered by the contract were given an opportunity to apply for the position.

3. Pit Orchestra—The Committee reviewed the stipends paid to the members of the Pit Orchestra for the play.

4. Admin Evaluation—Frank Boynton presented a draft of a form to be used for administrative evaluations.

#### VII. ACTION ITEMS

##### A. Review Ed tech job descriptions

The Committee reviewed the Ed tech job descriptions and consensus changes were made.

**B. Review Academic Coordinator job description**

The Committee reviewed the Academic Coordinator job description and consensus changes were made.

**VIII. ADJOURNMENT**

Bonnie Davis Micue moved and Tod Brown seconded to adjourn at 6:32 p.m.

**The motion carried 1-0-0.**

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly and the deliberations leading to Board action will likewise be conducted openly. The public and district employees are encouraged to attend Board meetings. A time period of up to thirty minutes in duration for comments by visitors at Board meetings will be scheduled at the beginning of the Board's agenda. Board committee meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.