



MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship * Waldoboro * Warren * Washington * Union
1070 Heald Hwy. * Union * Maine * 04862

(207) 785-2277

Fax (207) 785-3119

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, January 6, 2010

Medomak Middle School

Waldoboro

Committee members present:	Ron Dolloff (Chair), Mary Genthner, Dennis Wooster, Tod Brown, Bonnie Davis Micue
Committee members absent:	
Others present:	Danny Jackson (Board Vice Chair), Harold Wilson (MVHS Principal), Frank Boynton (Superintendent), Bob England (MMS Assistant Principal)

AGENDA

I. CALL TO ORDER

Ron Dolloff called the meeting to order at 5:00 p.m.

II. QUORUM PRESENT

A quorum was met with all Committee members present.

III. NOTE ABSENTEES

None

IV. CONSENT AGENDA

Review Minutes of December 2, 2009

Dennis Wooster moved and Bonnie Davis Micue seconded to approve the minutes of December 2, 2009.

The motion carried 3-0-1

V. ADJUSTMENTS TO THE AGENDA

There were no adjustments made to the agenda.

VI. SUPERINTENDENT'S REPORT

1. Occupational Therapist - The Superintendent presented information regarding a contract with an Occupational Therapist for MSAD #40.

2. Assistant Principal Substitute at Warren – The Superintendent presented information on providing a substitute for the Assistant Principal at Warren Community School.

3. Teachers as custodians – The Superintendent presented information on an opportunity for teachers to substitute as custodians.

VII. ACTION ITEMS

1. Review changes to Ed Tech I and Ed Tech III job descriptions.

The Committee reviewed the descriptions and made appropriate adjustments.

2. Review Ed Tech II job description.

The Committee reviewed the descriptions and made appropriate adjustments.

3. Review changes to the Academic Coordinator job description.

The Committee reviewed the descriptions and made appropriate adjustments.

4. Review Table of Contents for Job Descriptions.

The committee adjusted the contents.

VIII. ADJOURNMENT

The Committee meeting was adjourned at 6:32 p.m.

Respectfully Submitted,

Francis N. Boynton

Francis N. Boynton

Superintendent of Schools

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.