



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, November 4, 2009

5:00 p.m.

Medomak Middle School

Waldoboro

| | |
|-----------------------------------|--|
| Committee members present: | Ron Dolloff (Committee Chair), Tod Brown, Dennis Wooster, Bonnie Davis Micue (Board Chair) |
| Others present: | Frank Boynton (Superintendent of Schools), Bob England (MMS Asst. Principal), Danny Jackson (Board Vice Chair) |

AGENDA

I. CALL TO ORDER

Committee Chair Ron Dolloff called the meeting to order at 5:03 p.m.

II. QUORUM PRESENT

A quorum was met with Tod Brown, Ron Dolloff, Dennis Wooster and Bonnie Davis Micue present.

III. NOTE ABSENTEES

Mary Genthner

IV. CONSENT AGENDA

Review Minutes of September 30, 2009

Dennis Wooster moved and Tod Brown seconded to approve the minutes of September 30, 2009.

The motion carried 4-0-0.

V. ADJUSTMENTS TO THE AGENDA

No adjustments to the agenda.

VI. SUPERINTENDENT'S REPORT

1. Administrative coverage of Union Elementary School

Frank Boynton reported on the planning done for coverage at the Union Elementary School.

2. Stipends committed to date

The committee reviewed data provided by the superintendent. The Committee decided to hold a special committee meeting on November 18 at 7:00 p.m. at Medomak Middle School to review the stipend expenditures.

VII. ACTION ITEMS

A. Review job descriptions for education technicians

The Committee reviewed job descriptions for education technicians.

B. Discuss ELL Coordinator position

The Committee discussed the ELL Coordinator position.

C. Review administrator’s recommendation for Ed Tech positions

The Committee reviewed the administrator’s recommendations for Ed Tech positions.

Dennis Wooster moved and Tod Brown seconded to approve the Superintendent’s appointment of Michaela Day, Carol Scott and Janet Spiller to Ed tech positions.

The motion carried 4-0-0.

| Nominations | | | | |
|--------------------|---------------------------------|--------------|-------------|------------------|
| Name | Position | Level | Step | Salary |
| Day, Michaela | Miller—Ed Tech III | 2 | | \$13.71 per hour |
| Scott, Carol | MVHS cafeteria worker (25 hrs.) | | | \$11.48 per hour |
| Spiller, Janet | WCS—Ed Tech II | 0 | | \$11.81 per hour |
| TBD | WCS—Ed Tech II or III | | | |
| | | | | |
| | | | | |

D. Review academic stipends

| Academic Stipends for 2009-2010 | | | | |
|--|----------------------------------|--------------|------------------------|-----------------------------|
| Name | Position | Level | Step | Stipend Amt. |
| Connell-Duncan, Debbie | FVS #1 SAT Team | | | \$200.00 |
| Gleason, Steve | MVHS drama director—winter | 5 | 6 | \$2,251.00 or FY10 contract |
| Hynd, Gaylea | FVS SAT Team | | | \$200.00 |
| Lackoff, Lynn | MVHS Asst. drama director—winter | 3 | 6 | \$1,242.00 or FY10 contract |
| Martin, Kenneth | MVHS Tech Director—winter | 3 | 6 | \$1,242.00 or FY10 contract |
| Messing, Tiare | FVS #1 SAT Team | | | \$200.00 |
| Robinson, Bonnie | FVS SAT Team | | | \$200.00 |
| Smith, Deborah | MVHS Costume Director—winter | 2 | 1 | \$705.00 or FY10 contract |
| | | | Academic TOTAL= | \$6,240.00 |
| | | | | |

Tod Brown moved and Bonnie Davis Micue seconded to send the academic stipends on to the full Board of Directors for approval.

The motion carried 3-1-0.

C. Review sports stipends

| Sports Stipends for 2009-2010 | | | | |
|--------------------------------------|---------------------------|--------------|----------------------|---------------------|
| Name | Position | Level | Step | Stipend Amt. |
| Hill, Keith | MVHS Ski Trip Coordinator | Misc. | | \$250.00 |
| | | | Sports TOTAL= | \$250.00 |

Tod Brown moved and Dennis Wooster seconded to move the miscellaneous stipend on to the full Board of Directors for approval.

The motion carried 2-0-2

Other business:

Frank Boynton reviewed the resignations of Ed Techs and the need for a long-term administrative substitute.

VIII. ADJOURNMENT

The meeting was adjourned at 7:46 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.