



REGIONAL SCHOOL UNIT NO. 40  
MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

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

(207) 785-2277

Fax (207) 785-3119

Susan Pratt, Superintendent  
Kimberly Schroeter, Director of Instruction

Karla Miller, Business Manager  
Karen Etheridge, Director of Student Services

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**PERSONNEL COMMITTEE MEETING- MINUTES**

**Wednesday, May 8, 2013**

**8:00 p.m.**

**Medomak Middle School  
Waldoboro**



**I. CALL TO ORDER by Dennis Wooster at 8:00 PM**

- a. Pledge of Allegiance
- b. Declaration of Quorum: 5/5
- c. Note Absences
- d. Adjustments to the Agenda

**II. CONSENT AGENDA**

- a. Review and approve minutes of April 10, 2013  
Motion to approve the minutes: Tod Brown Seconded: Mary Genthner  
Vote: 4/0/1 ( Errol Silvestri)

**III. SUPERINTENDENT'S REPORT:**

**IV. ACTION ITEMS**

Review Recommendation for filling the UES/PMS Principal Position.:  
Supt. Pratt asked that this discussion be done in Executive Session.  
Job Description(s) The committee reviewed the following job descriptions:

Library Media Specialist: Motion to approve: Tod Brown

Seconded: Errol Silvestri

Vote: Unanimous

Bus Driver: Motion to approve with edits: Tod Brown

Seconded: Mary Genthner

Vote: Unanimous

**V. Executive Session 1 MRSA 405 (6) (A) Personnel:**

Motion to enter executive session in accordance with 1 MRSA§ 405 (6) (A)

Personnel:Errol Silvestri Seconded: Tod Brown

Vote: Unanimous

Entered executive session at 8:12 PM

Exited executive session at 8:27 Pm

Action as the Result of Executive Session: Motion to direct the Superintendent to conduct interviews with in-house candidates for the position of elementary principal: Tod Brown Seconded: Errol Silvestri

Vote: Unanimous

**VII. ADJOURNMENT at 8:45 PM**

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.