

# MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship \* Waldoboro \* Warren \* Washington \* Union  
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Francis N. Boynton, Superintendent  
Susan R. Jackson, Director of Instruction

Scott Vaitones, Business Manager  
Karen Etheridge, Director of Student Services

## PERSONNEL COMMITTEE MEETING MINUTES

Tuesday, August 4, 2009

5:00 p.m.

Central Administrative Offices, Union

<b>Committee members present:</b>	Ron Dolloff, Tod Brown, Dennis Wooster, Bonnie Davis Micue
<b>Others present:</b>	Frank Boynton (Superintendent of Schools), Danny Jackson

### AGENDA

#### I. CALL TO ORDER

Chair Ron Dolloff called the meeting to order at 5:02 p.m.

#### II. QUORUM PRESENT

Ron Dolloff, Tod Brown, Dennis Wooster, Bonnie Micue. Others present: Danny Jackson, Frank Boynton.

#### III. NOTE ABSENTEES

Mary Genthner

#### IV. CONSENT AGENDA

##### 1. Review Minutes of July 15, 2009

Bonnie Davis Micue moved to accept the minutes. Dennis Wooster seconded.

**MOTION CARRIED:** 4-0-0.

#### V. ADJUSTMENTS TO THE AGENDA

None

#### VI. SUPERINTENDENT'S REPORT

##### 1. Review Policies—GCOA-Supervision and Evaluation of Employees, GCOC-Evaluation of Administrative Staff.

The policy will move forward.

##### 2. In-house transfer

The superintendent reviewed the transfer.

##### 3. Discussion on how to set a new stipend

The Committee discussed the item.

##### 4. Review Personnel Committee Protocol and Purpose

The Committee adopted the proposed changes by consensus.

##### 5. Budget expenditures for stipends (contract)

The Committee discussed the item.

#### VII. REVIEW NEW HIRES

##### A. Teacher Nominations

##### 1. Karen Wheelis, Prescott Memorial School grade one/two teacher

The committee removed this from the agenda for Thursday Night.

Tod Brown moved to table this item. Bonnie Davis Micue seconded.

**2. Janet Mitchell Hall, Miller School fifth-grade teacher**

Bonnie Davis Micue moved to accept the nomination of Janet Mitchell Hall. Dennis Wooster seconded.

**MOTION CARRIED:** 4-0-0.

\*\*Indicates new-hire status

<b>School Year 2009-2010 ~ Nominations</b>				
<b>Name</b>	<b>Position/School</b>	<b>Year</b>	<b>Step</b>	<b>Salary</b>
**Wheelis, Karen	Prescott Memorial School grade one/two teacher	1	0	\$29,798
**Hall, Janet Mitchell	Miller School fifth-grade teacher	11	10	\$37,578

**VIII. REVIEW STIPENDS**

\*\* Indicates new to position

<b>School Year 2009-2010 ~ Stipends</b>				<b>* All stipends subject to FY 10 contract Stipend</b>
<b>Name</b>	<b>Position/School</b>	<b>Level</b>	<b>Step</b>	
<b>Medomak Valley High School stipends</b>				
Adams, Julia	Spec. Olympics	6	4	\$2,410
Adams, Julia	1/4 Paws	6	6	\$329.87
Anderson, Tammy	SAT Leader	none	none	\$1,600
Baker, Krisanne	Sophomore Class Advisor	1	4	\$323
Barbour, Melissa	yearbook	7	5	\$2,911
Bianchi, Elizabeth	1/4 Paws	6	3	\$286.88
Bianchi, Elizabeth	Math Team Coach	6	2	\$2,180
Campagna, Sue	1/4 PAWS	6	6	\$329.87
Campagna, Sue	Co-AC, Lang. Arts	8	6	\$1,785.50
Ennamorati, Audrey **	Co-Senior Advisor	2	1	\$705
Ennamorati, Audrey	PAWS - lead advisor	6	6	\$1,319.50
Ennamorati, Audrey	PAT Chair	5	6	\$2,251
Forest, Paul **	Freshman Class Lead Adv.	1	3	\$308
Gleason, Steve	Drama Dir./fall	7	6	\$3,043
Hilchey, Tammy	Co-AC, Math	8	5	\$1,708
Hill, Keith	Co-Senior Class Advisor	2	6	\$900
Hill, Keith **	AC-Social Studies	8	4	\$3,260
Hill, Keith	1/4 PAWS	6	6	\$329.87
Johnson, Willow	AC Science	8	2	\$2,950
Jones, Susan	NHS Advisor	1	4	\$323
Jones, Susan	Junior Class Advisor	1	3	\$308
Jones, Susan **	Choral Director	6	6	\$2,639
Lackoff, Lynn (public member)	Asst. Drama Dir./fall	5	6	\$2,251
Lash, Neil	Greenhouse Dir.	none	none	\$1,820.71
Martin, Ken	AC-Fine Arts	8	6	\$3,571
Martin, Ken	Drama Tech. Dir./fall	5	6	\$2,251
McAnaney, Michelle **	AC Guidance	8	1	\$2,795
Payson, Neil	Student Council Advisor	4	6	\$1,490
Pease, Linda	Co-AC, Lang. Arts	8	2	\$1,475
Ralph, Joan	Math Team Assistant	8	6	\$1,785.50
Smith, Deb	Costume Director Fall	4	1	\$1,166

Stuart, Peter	Band Director	8	6	\$3,571
York, Harolyn **	Jr. Class Asst. Advisor	1	1	\$277
Young, LeAnn (Ed Tech III)	Freshman Class Asst. Advisor	1	2	\$292
			<b>TOTAL=</b>	<b>\$54,946</b>
<b>Medomak Middle School stipends</b>	<b>Position/School</b>	<b>Level</b>	<b>Step</b>	<b>* All stipends subject to FY 10 contract</b>
Alholm, Beth	MMS 8 <sup>th</sup> grade team leader			\$1,550
Duncan, Debbie Connell	MMS Yearbook Advisor	2	2	\$744
Durgin, Nancy	MMS Drama Director	3	6	\$1,242
Greenrose, Carmine	MMS Team Leader 7 <sup>th</sup> grade			\$1,550
Kelly, Madelon	MMS MATHCOUNTS coach	2	4	\$822
Robinson, Glenda	MMS Student Council	1	6	\$354
Robinson, Glenda	MMS Team Leader-Transition			\$1,550
Sanborn, Julie	MMS Asst. Drama Dir.	2	2	\$744
Winslow, Libbie	MMS Drama tech	2	6	\$900
Winslow, Libbie	MMS After School Art	4	6	\$1,490
			<b>TOTAL=</b>	<b>\$10,946</b>
<b>Elementary Schools stipends</b>				
Carter, Cleo	Friendship Village School 1/2-stipend head teacher			\$800
Drost, Jerod	Warren Community School K-2 team leader			\$775
Hoxie, Susan	Warren Community School grade 3-4 team leader			\$775
Johnson, Laurie	Warren Community School grade 5-6 team leader			\$775
Lewis, Leonard	Prescott Memorial head teacher			\$1,600
Robinson, Bonnie	Friendship Village School ½-stipend head teacher			\$800
Shuman, JoAnne	Warren Community School SAT coordinator			\$1,600
			<b>TOTAL=</b>	<b>\$7,125</b>

<b>MVHS sports stipends 2009/2010</b>				<b>* All stipends subject to FY 10 contract</b>
<b>Name</b>	<b>Position/School</b>	<b>Level</b>	<b>Step</b>	<b>Stipend</b>
Campbell, Brian	JV boys soccer coach	5	6	\$2,251
Coor, Rachel	Varsity cheering coach	5	6	\$2,251
Coor, Rachel	Fall cheering coach	2	6	\$900
DePatsy, Nick	Varsity boys basketball coach	10	6	\$4,471
Genthner, Philip	Varsity wrestling coach	9	6	\$3,571
Gould, George	Cross-country coach	6	6	\$2,639
Hastings, Scott	JV girls soccer coach	5	2	\$1,860

Hooper, Randall S.	Varsity girls basketball coach	10	6	\$4,471
Knight, Lorraine	Cross-country coach	4	6	\$1,490
Lufkin, Joel **	Varsity girls soccer coach	8	6	\$3,571
Stuart, Peter	Golf coach	5	6	\$2,251
Taylor, Carl	Varsity boys soccer coach	8	6	\$3,571
			<b>TOTAL=</b>	<b>\$33,297</b>

**Consensus was reached to move the stipend list forward to the full Board.**

**IX. ADJOURNMENT**

Declared at 7:30 p.m.

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.

# **Personnel Committee**

## **“Protocol and Purpose”**

**July 15, 2009**

**Purpose:** The purpose of the Personnel Committee is to review the nominees for all positions in MSAD #40 and to advise the Superintendent of appointments, to advise the Superintendent of nominations, and to forward support for the nominations and appointments as presented to the MSAD #40 Board of Directors.

### **Protocol:**

The Superintendent will be prepared to review proposals from the administrators for appointments to stipend positions, which will then be presented to the Board of Directors.

The superintendent will be prepared to review appointments for Support Staff positions, which do not require the Board of Directors to take action.

The Superintendent will be prepared to support nominations of new and probationary teaching and administrative staff for review by the Personnel Committee and will be prepared to place names in nomination to the Board of Directors.

The Superintendent will bring renewal of existing administrative contracts to the Personnel Committee and will make nominations to the Board of Directors for appropriate contract continuance.

### **Charge:**

The Personnel Committee is charged with the review of applicants and to advise the Superintendent to act to further appointments and nominations.

The Personnel Committee when needing to discuss individuals being considered for hire may enter executive session for review under 1 MRSA 405 (6) (A).

The Personnel Committee, when needing to discuss individuals presently under contract, must advise the individual of the review. Please note that this may not apply to individuals under one-year contracts which are opened on an annual basis.

**Adopted by the Personnel Committee**

**July 15, 2009**

Consensus Approval by Personnel Committee

August 4, 2009