

Blue Hill School Committee Meeting  
Wednesday, May 13, 2015 – 5:00pm  
Blue Hill Consolidated School  
Minutes

A. Call to order

The meeting was called to order at 5:01pm.

Members Present: Sean Walsh, Ben Wootten, Annie Rice, Jan Snow, Jim Lacasse.

Members Absent:

Others Present: Mark Hurvitt, Della Martin, Tracy Gandy, Matt Jurick, Sheila Irvine, Heather Lanpher, Shelly Schildroth, Tara McKechnie, Karen Larkin, Anne Berleant (Reporter for the Weekly Packet)

B. Flag Salute

C. Approval of the April 8, 2015 minutes

A motion was made by Ben Wootten, seconded by Sean Walsh, to approve the minutes of the April 8, 2015 meeting. Motion passed 5-0.

D. Approval of the Agenda

A motion was made by Sean Walsh, seconded by Ben Wootten, to approve the agenda with the following amendments: add H1, IDEA Center Donations; add I17, Executive Session Pursuant to 405 (6)(E) Hearing Legal Advice Motion passed 5-0.

E. Communications

1. Tara McKechnie – Athletic Director Report

Tara gave the AD report for the year (which is attached to office minutes). Tons of participation from BHCS students.

2. Ron Bean – Audit Overview

Ron gave an overview of the Blue Hill audit, as he hasn't talked to the Board for several years and fielded questions. He noted that the carryforward as of 6/30/14 was \$186,630.00.

F. Comments and/or Questions from the Public

1. Lego Robotics Project Review

Della Martin gave an overview of the event. Information is attached to the office minutes.

G. Reports

1. GSA Report

The GSA report was handed out and is attached to the office minutes.

2. Principal's Report

The Principal's report was handed out and is attached to the office minutes.

BEEM Grants were awarded as follows: \$500.00 Katie Danielson and Tracy Gandy for summer reading; \$600.00 to Jessica Hutchins-Conrad for Pre-K cubbies; \$809.80 to Nell Herrmann for project kits; \$600.00 to Kyle Snow for National history project; \$500.00 to Matt Jurick and Tracy Gandy for laser cutter. Continued on page 2

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### Reports continued

#### 3. Superintendent's Report

Went over the current budget. Best projection, right now, is 1.3% remaining on 6/30/15, thus the budget freeze for Blue Hill is still in effect.

#### 4. PTF Report

Provided teacher and staff appreciation.

Saturday, May 16, is Spring Fling playground and clean-up day.

#### 5. Building and Grounds Committee Report

None.

### H. Old Business

#### 1. Accept Donations to IDEA Center

A motion was made by Ben Wootten, seconded by Sean Walsh, to accept the \$11,450.00 in donations to the IDEA Center, including GSA's pledge of \$4,000.00. Motion passed 5-0.

Jan Snow stated that she doesn't want Matt Jurik to get spread too thin.

### I. New Business

#### 1. To Approve the 2015-2016 School Year Calendar

A motion was made by Sean Walsh, seconded by Annie Rice, to approve the 2015-2016 school year calendar. Motion passed 5-0.

#### 2. April 1, 2015 enrollments.

Noted.

#### 3. To Award the School Grounds and Ball Field Mowing/Trimming Bid

A motion was made by Ben Wootten, seconded by Sean Walsh, to award the bid to Steve Bemiss with a bid of \$3,284.40 for the May 15, 2015 through Fall 2015 season.

Motion passed 5-0.

#### 4. Summer School Teachers

A motion was made by Ben Wootten, seconded by Jim Lacasse, to hire Mike Jezak, Barbie Dow and Andrew Arseneau as the summer school teachers; all at \$25.00 per hour.

Motion passed 5-0.

#### 5. Set up Meet and Greet with New Principal

Mr. Hurvitt will set it up for June 2<sup>nd</sup>, 2015.

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### New Business (continued)

#### 6. Set up Hiring Committees with Board Members

Committees set up as follows: Custodian, Jan Snow and Sean Walsh; Secretary, Annie Rice and Jim Lacasse; Nurse, Annie Rice and Ben Wootten; Head Cook, Jan Snow and Ben Wootten; High School Ed Tech, Jim Lacasse (Ben Wootten, alt)

#### 7. Roofing Report from GE Roofing

Board received roofing report which is attached to office minutes. A motion was made by Ben Wootten, seconded by Annie Rice, to spend \$2,500.00 after July 1<sup>st</sup>, 2015, to fix the roof.

Motion passed 5-0.

#### 8. Support Staff Evaluation Form

The Board wants to form a committee to meet this summer about this topic. Sean Walsh and Jan Snow are on it. Ben Wootten is alternate.

#### 9. Maintenance Job Description – Second Reading

A motion was made by Ben Wootten, seconded by Sean Walsh to approve the job description.

Motion passed 5-0.

#### 10. Updated Concussion Policy (enc)

Will be discussed in June

#### 11. Look at Nurse Job Description, Secretary Job Description, Cook Job Description

The nurse job description will be discussed in June. Della Martin will meet with Debbie Candage (former school nurse) prior to that. Annie Rice will look at the concussion angle. Matt Lokken (new Principal as of July 1, 2015) and Loretta Smith will need to talk about the secretary job description.

#### 12. Cordjia Proposal for Efficiency Maine report Discussion

A motion was made by Sean Walsh, seconded by Ben Wootten, to accomplish tasks 1 (Perform a Baseline Energy Assessment) and 2 (Perform a Building Envelope Analysis) this summer.

Motion passed 5-0.

The Board also wants to investigate insulating the attic with more insulation.

#### 13. Bus Request

A motion was made by Ben Wootten, seconded by Sean Walsh, to approve the bus request.

Motion passed 5-0.

#### 14. Possible Executive Session per 1 MRSA § 405 (6)(A) for the Purpose of Personnel Matters

None

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New Business (continued)

15. To Approve Teachers Going Onto 2<sup>nd</sup> Year Probationary Teacher Contracts for the 2015-2016 School Year

A motion was made by Ben Wootten, seconded by Sean Walsh, to follow the superintendent's nomination of the following teachers going onto 2<sup>nd</sup> year probationary teaching contracts for the 2015-2016 school year: Bryan Lescord, Tarsha Astbury, Kathleen Hudson, Kristin Burch, Tracy Gandy, Greg Holman, Jessica Hutchins-Conrad. Motion passed 5-0.

16. To Approve Teachers Going Onto 3<sup>rd</sup> Year Probationary Teacher Contracts for the 2015-2016 School Year

A motion was made by Annie Rice, seconded by Jim Lacasse, to follow the superintendent's nomination of the following teachers going onto 3<sup>rd</sup> year probationary teaching contracts for the 2015-2016 school year: Chelsea Robbins, Victoria George, Nell Herrmann.

Motion passed 5-0.

17. Executive Session Pursuant to § 405 (6)(E) Hearing Legal Advice

A motion was made by Annie Rice, seconded by Ben Wootten, to enter Executive Session.

Motion passed 5-0.

In: 6:56pm

Out: 7:10pm

No action taken.

J. Items for Next Month's Agenda

1. Support Staff Evaluation Form (enc)
2. School Nurse Job Description (enc)
3. Cook Job Description (enc)
4. Secretary Job Description (enc)
5. Updated Concussion Policy (enc)
6. To Approve Contracted Blue Hill Support Personnel for the 2015-2016 School Year
7. Possible Hiring Nominations
8. Math Review

K. Signing of Vouchers

The vouchers were signed.

L. Adjournment

The meeting was adjourned at 7:11pm by Chair, Jan Snow.

Respectfully submitted,

Mark Hurvitt  
Superintendent of Schools