

**South Bristol School Board**  
**Regular Meeting**  
**Tuesday, February 4, 2014 – 5:15 p.m.**  
**South Bristol School**  
**AGENDA**

Call to Order – Board Chair

Roll Call - Superintendent

Tim Dinsmore    Annette Farrin    Bruce Farrin, Jr.    Clay Gilbert    Tenley Seiders

Action on Minutes:

1. Approval of the minutes for the regular meeting on January 7, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

2. Approval of the minutes for the regular meeting on January 13, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

*Public Comment*

**Chair's Report**

1. Announcement: The next regular meeting of the South Bristol School Board will be on Tuesday, March 4, 2014 at 6:00 p.m. at the South Bristol School.
2. Announcement: South Bristol Town Meeting, Tuesday, March , 2014, 7 p.m.

**Principal's Report**

- Please see attached
- Maintenance and Front Door update
- Calendar

**Superintendent's Report**

1. Budget Report: FY2014
2. Budget Presentation: FY2015
3. Teacher Evaluation Task Force update; next meeting February 24, 2014 – 3:30 p.m., GSB
4. Policy Update – Open Enrollment – 2<sup>nd</sup> Reading
5. New Business

**New Business**

1. Consideration and action to enter executive session for the purpose of discussing negotiations between employer and employees pursuant to 1M.R.S.A. §405(6)(D).

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Time In: \_\_\_\_\_  
Time Out: \_\_\_\_\_

2. Consideration and action to approve the revised Open Enrollment Guidelines effective for the 2014-2015 school year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

3. Consideration and action to enter executive session for the purpose of discussing the evaluation of the principal pursuant to 1M.R.S.A. §405(6)(A).

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Time In: \_\_\_\_\_  
Time Out: \_\_\_\_\_

Adjournment:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Time: \_\_\_\_\_

**Minutes:**

**South Bristol School Board  
Special Meeting  
South Bristol School**

**January 13, 2014**

Board Chair Bruce Farrin, Jr. called the meeting to order at 3:00 p.m.

Members Present: Tim Dinsmore, Annette Farrin, Bruce Farrin Jr., Clay Gilbert, and Tenley Seiders

Administration Present: Steven Bailey, Superintendent of Schools  
Scott White, Principal, South Bristol School  
Katherine Hunt, Business Manager

There were no comments from the public.

**Superintendent's Report:**

1. Mr. Bailey, Ms. Hunt and Mr. White explained revisions to the previously proposed FY2015 South Bristol education budget. The Board discussed the revisions and came to agreement on each category.
2. New Business

**New Business**

1. On a motion from Tenley Seiders and a second from Annette Farrin, the Board voted to approve a FY2015 education budget for South Bristol for expenses in the amount of \$1,620,316 (an expenditure reduction of \$11,466).

Approved: 5-0

**Adjournment:**

On a motion from Bruce Farrin and a second from Tenley Seiders, the Board voted to adjourn.

Approved: 5-0

Time: 3:45

Respectfully Submitted,

Steven W. Bailey, Recording Secretary

***Note: These minutes are considered unofficial until approved by the Board at their next regular meeting.***

**Minutes:**

**South Bristol School Board  
Regular Meeting  
South Bristol School**

**January 7, 2014**

Board Chair Bruce Farrin called the meeting to order at 6:07 p.m.

Members Present: Tim Dinsmore, Annette Farrin (arrived after minutes approved), Bruce Farrin Jr., Clay Gilbert (arrived after minutes approved), and Tenley Seiders

**Secretary's Report:** Upon a motion from Tim Dinsmore and a second from Tenley Seiders, the Board voted to accept the minutes for the regular meeting on December 2, 2013.

Approved: 3-0

**Chair's Report:**

1. The next regular meeting of the South Bristol School Board will be on Tuesday, February 4, 2014 at 6:00 p.m. at the South Bristol School.

**Principal's Report:**

1. Artist in Residence Bread and Puppet Theater will be at South Bristol School the week prior to April vacation, co-sponsored by the Boosters and funds from the local budget.
2. The new front doors are in production. Mr. White will be contacting a mason to get a quote for the installation of a window that would look out onto the front entrance from the desk of the school secretary.
3. Calendar events will be updated within the school monthly calendar.

**Superintendent's Report:**

1. Mr. Bailey and Ms. Hunt provided an update on the FY2014 budget.
2. Budget Presentation FY2015
3. Teacher Evaluation Task Force update; next meeting January 27, 2014, 3:30 p.m. at GSB
4. Policy Update-Open Enrollment discussion
5. New Business

**New Business**

1. On a motion from Bruce Farrin and a second from Clay Gilbert, the Board voted to enter executive session for the purpose of discussing negotiations between employer and employees pursuant to a 1 M.R.S.A. §405(6)(D).

Approved: 5-0

Time in: 7:20

Time out: 8:58

**Adjournment:**

On a motion from Bruce Farrin and a second from Clay Gilbert, the Board voted to adjourn.

Approved: 5-0

Time: 8:58

Respectfully Submitted,

Steven W. Bailey, Recording Secretary

***Note: These minutes are considered unofficial until approved by the Board at their next regular meeting.***

Principal's Report  
Scott White  
South Bristol School  
February 4, 2014

### I. Educational Presentation

A. Ms. Nichols grades 1 and 2 will be joining us for the meeting. Her students will present animated dinosaur shows. The students have been working hard, with assistance from Ms. Glidden, collecting information and using technology to share what they have learned. We will be treated to a few of these presentations during their time with us.

B. Future Plan - Once the mid-year assessments are completed, as a staff, we will record every student score. These scores will be recorded on one large "Assessment Wall" shared Google document. We need to take stock on not only how we are improving our teaching, but also in how the students are performing. This is the true indicator of a high performing school. Recording, referring and using this data speaks to our commitment towards continued growth as we attempt to individualize interventions for those in need.

### II. Professional Development

A. The major theme during the last workshop day focused on Design Questions 1 (Communicating Learning Goals and Feedback), 2 (Helping Students Interact with New Knowledge), 3 ( Helping Students Practice and Deepen New Knowledge) and 4 (Helping Students Generate and Test Hypotheses) of Marzano's Teacher Evaluation and Professional Growth Model. These DQs contain several "elements" which have been proven to have the greatest impact on student achievement. The teachers spent the better part of the day recording their own classroom practices which relate to the respective elements. The goal of this exercise was to multifaceted: 1) gain a sense of common understanding of the Marzano language, 2) provide a sense of where individual teachers need to grow and where we need to grow as a staff, 3) give administration a feel for future professional development opportunities/trainings/etc. We posted our work and will refer to it periodically in hopes the amount of our evidence of these "best practices" grows over time.

B. SBS will be spending the next few staff meetings entering assessment data and making educational decisions based on the information. We have a host of data available to us and there is a good chance we may make some scheduling alterations to meet the needs of students who continue to struggle academically.

### III. Maintenance

A. Furnace needed repair - The check valve responsible for circulating the water failed Sunday, January 26th. This malfunction resulted in the furnace "automatically shutting down" as it overheated. This safety mechanism worked to save the furnace from overheating; however, there was no heat sent to the building. Mrs. Snow was at school at the time, notified me and I called Chuck. He met Colby and Gale at the building and they had heat to the school after diagnosing and fixing the issue.

B. Hallway heater by boats needed repair - The heater's motor burned out which resulted in no heat being thrown. Paul Scott, from East Neck Electric, came to diagnose the issue and replaced the motor. Heat is now working properly.

C. Front Door Entrance - At the time of this writing, it is expected we will have the doors at SBS by Thursday, January 30th. A locksmith is scheduled to arrive the following day to install the door handle and cylinder. Once this work is done, Kenny Lincoln will hang the doors over the weekend. This schedule of installation ensures the building is secure. Once all this work is completed, we will notify Northeast Security who will come to school to install the security camera hardware and software.

D. As you know, there was no school Tuesday, January 28th. The furnace again automatically shut down as a control switch failed to work properly. Colby and Gale worked on the furnace during the morning and it took better part of the day for the school to warm up.

#### IV. Calendar of Events

Will be presented at meeting