

**Calais School Committee**  
**Tuesday, December 3, 2013**  
**Minutes**  
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The Calais School Committee met on Tuesday, December 3, 2013 at Calais Middle/High School in the Library. In attendance were Vice Chairman, Robert Greenlaw, James Macdonald, Dale Earle, Marcia Hayward and Superintendent of Schools, Keith S. Laser, Ed.D.

**I. Call to Order**

Vice Chairman Robert Greenlaw called the meeting to order at 6:00 p.m. and led the board in the Pledge of Allegiance and a moment of silence.

**II. Consent Agenda**

A. Superintendent Laser reported that Matt Clark was unable to attend and under new business, Presentation by Matt Clark on Electronic Grade Books would need to be removed.

B. Motion by Dale Earle, second by James Macdonald, unanimous vote to approve the Minutes of November 19, 2013 as presented.

**III. Present Communications to the School Committee received from the community**

None noted

**IV. Public Participation**

Alison Brennan, Music Teacher and Band Director introduced Band President Jordan Daley and Vice President Conor McCadden and reported to the board that they were there to personally invite them to attend the Music Concert being held on December 4, 2013 at the Calais Middle/High School.

**V. Superintendent's Update**

A. Superintendent Laser presented the corrected dates for Christmas break.

B. Superintendent Laser gave a power point presentation of a draft Capital Improvement Plan for the School Department. During a discussion that followed, emergency repair needs were discussed at both the Calais Elementary School and the Calais Middle/High School. Motion by James Macdonald, second by Marcia Hayward, unanimous vote to direct the Superintendent to have the two leaks at the CMS/CHS and the leak around the light at the CES repaired as soon as possible due to safety issues and to obtain specifications on the remaining roof repairs needed at the CES and to place an ad in the Calais Advertiser requesting bids.

C. Superintendent Laser discussed with the board that the Administrators and Coordinators will meet every two weeks.

D. Superintendent Laser provided a power point presentation of the current budget expenditures throughout all cost centers and the current budget receipts received to date. After discussion, the board placed the report under advisement.

**VI. New Business**

- A. Removed from Agenda under Consent Agenda.
- B. Motion by James Macdonald, second by Dale Earle, unanimous vote to have the Administrators submit a written report each month to be sent out with the Agenda. Board members will review prior to the meeting and questions may be asked of each administrator if needed.
- C. Motion by Dale Earle, second by Marcia Hayward, unanimous vote to approve Jeff Redding as Volunteer Girls' Basketball Coach.
- D. Motion by Marcia Hayward, second by James Macdonald, unanimous vote to approve an overnight request for the Student Council to hold an overnight on December 19, 2013 at Calais Middle School/Calais High School to wrap presents.
- E. Motion by Marcia Hayward, second by James Macdonald, unanimous vote to approve an overnight request for a Fine Arts trip to Boston on April 2-4, 2014.
- F. Motion by James Macdonald, second by Dale Earle, unanimous vote to approve John Moody, Stan Sluzenski, Jennifer Donovan and Kathy Francis as Volunteer Band Assistants.
- G. The 2014-2015 Budget Process Calendar was approved on a motion by James Macdonald, second by Marcia Hayward, unanimous vote.

**VII. Old Business**

None

**VIII. Upcoming Meetings**

January 7, 2014

January 21, 2014

Possible meeting to review and accept a bid on the roof repairs at the Calais Elementary School.

**IX. Future Agenda Items**

Dale Earle requested that the visit from Safety Works be revisited. He also would like an explanation of lines in the budget report that have 100% remaining as of November 30, 2013.

**X. Executive Session**

**XI. Adjournment**

Motion by Dale Earl, second by James Macdonald, unanimous vote to adjourn at 7:15 p.m.