

**SURRY SCHOOL DEPARTMENT  
SCHOOL COMMITTEE MEETING  
5:00 PM – TUESDAY- February 7, 2012  
SURRY ELEMENTARY SCHOOL**

Members Present: Hal Casey; Marlene Tallent; Don Driscoll; Laura Pellerano;  
Jon Walden arrived at 5:03 p.m.

Members Absent: None

Others Present: Mark Hurvitt; Marianne DeRaps; Vicki Esposito; Anne Berleant, reporter for *The Penobscot Bay Press*; Julie Havey; Valerie Moon; Jim Wadman; Ronald Bean; Lynn Bonsey; Peter Loiselle; Carolyn Heller, Carol Wynne

1. The meeting was called to order at 5:00 p.m. by Chair Hal Casey.

\* A motion was made by Marlene Tallent, seconded by Don Driscoll, to enter into an executive session per 20 U.S.C § 1400 et seq. 34 C.F. R. Part 300 Individuals with Disabilities Act (IDEA) with the board, Mark Hurvitt and Eric Herlan by phone. Vote: 4-0.

Time In: 5:00 p.m.      Time Out: 5:35 pm.

There was no action upon returning to open session.

2. Consideration of the Minutes of Meetings on January 3, 2012; January 10, 2012; January 26, 2012  
A motion was made by Marlene Tallent, seconded by Don Driscoll, to approve the minutes of the following meetings: January 3, 2012 as amended; January 10, 2012; January 26, 2012.

Vote: 5-0.

3. Pledge of Allegiance

4. Public Comments

Julie Havey was curious about the process of disposing of old basketball uniforms. Marianne DeRaps will follow up with her, citing board policy.

5. Review of Agenda

A motion was made by Marlene Tallent, seconded by Don Driscoll, to approve the agenda as presented. Vote: 5-0.

6. Communications/Reports

A. Chairperson – None at this time.

B. Administration

1. Principal's Report – Marianne DeRaps's written report is attached to the office minutes. She also showed the board the Title I banner the school earned at the Title I Conference in Seattle.

2. Superintendent's Report

a. Jim Wadman and Ron Bean went through the audit, answering questions, page by page with the Board.

b. Update on Assistant Custodian Position – We have one new application.

Marianne DeRaps and Glenn Baez are looking at it.

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**6. Communications/Reports (continued)**

**B. Administration (continued)**

**2. Superintendent's Report (continued)**

c. Mark Hurvitt reported an estimated Surry state subsidy for 2012-2013 which, at this point, is \$74,150.92. That will fluctuate over the course of the legislative session.

d. Mark Hurvitt proposed a meeting date change.

A motion was made by Marlene Tallent, seconded by Don Driscoll to change the March meeting from March 6<sup>th</sup> to March 8<sup>th</sup> at 5:00 p.m.

Vote: 5-0.

**C. Standing Committees –**

1. Pre K – Carol Wynne, the Public Pre K Community Collaboration Coach from DHHS and the DOE came to speak about Pre K in Surry. Marianne DeRaps also presented a Pre K PowerPoint.

The board will need to make some procedural decisions. To that end, this topic was added to the February 14<sup>th</sup> budget meeting agenda.

2. After School Program – This was tabled until March.

**7. Old Business**

A. Third Reading of Hiring Procedure – This was tabled until March.

B. Eighth Grade Trip Approval – A motion was made by Marlene Tallent, seconded by Don Driscoll, to approve the 8<sup>th</sup> grade trip to Massachusetts on June 7<sup>th</sup> –June 8<sup>th</sup>, 2012.

Vote: 5-0.

C. Summary of Accounts – The Summary of Accounts was handed out.

D. Inventory Control Discussion – We will need to come up with a system in the Surry School Office while ordering materials this summer, and we need to follow the recently passed board policy (January 2012). Keeping a spreadsheet record would be a good start.

**8. New Business**

A. A motion was made by Laura Pellerano, seconded by Marlene Tallent, to acknowledge receipt of the “Surry School Department Financial Statements with Independent Auditor’s Report for the Fiscal Year Ended June 30, 2011”. Vote: 5-0.

B. A motion was made by Marlene Tallent, seconded by Laura Pellerano, to acknowledge receipt of the “Surry School Lunch Program Comparative Financial Statements with Independent Auditor’s Report for the Fiscal Years Ended June 30, 2011 and 2010”. Vote: 5-0.

C. Discussion of the 2012-2013 School Year Budget – This was tabled until February 14<sup>th</sup>.

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**8. New Business (continued)**

D. A motion was made by Marlene Tallent, seconded by Don Driscoll, to enter into an executive session per 1 M.R.S.A. 405 (6)(A) for the Purpose of Evaluation of Officials/Appointees/Employees with the board, Mark Hurvitt and Marianne DeRaps.

Time In: 7:11 p.m.

Time Out: 8:25 p.m.

E. Possible Action on Principal Contract Matters

A motion was made by Don Driscoll, seconded by Laura Pellerano, to raise Marianne DeRaps's salary by 3% (to \$73,130.00) for the contract year July 1, 2012 through June 30, 2013 and to provide up to \$500.00 on her Delta Dental benefit for orthodontics.

Vote: 5-0.

A motion was made by Laura Pellerano, seconded by Don Driscoll, to extend Marianne DeRaps's principal's contract from June 30, 2013 to June 30, 2014.

Vote: 5-0.

**9. Other Business**

A. Requests for Information – None

B. Future Agenda Items – None at this time.

C. Warrant Signatures – Signed.

10. Adjournment – The meeting was adjourned at 8:27 p.m. by Chair Hal Casey.

Respectfully submitted,

Mark E. Hurvitt  
Superintendent of Schools

DRAFT