

**Rowe School Committee  
Meeting Minutes  
Tuesday, August 10, 2010**

The Massachusetts Open Meeting Law requires minutes for all school committee and subcommittee meetings. The recorded minutes are open to the public for inspection within 10 days of the meeting. Minutes are recorded to provide a brief overview that reflects the subject matter discussed and any decisions made. Motions made are to clearly indicate who made the motion and who seconded the motion. Record who was in favor, who opposed, or who abstained. The names of any person(s) appearing before the committee are to be indicated.

**Documents:** June 8, 2010 Rowe School Committee Meeting Minutes  
June 2, 2010 letter from Marcia Mittnacht, State Director of Special education, to Superintendent Buoniconti re: congratulations for continued success in meeting the criteria for Level 1 in 2009-10  
July 6, 2010 letter from Dot Lyman to Superintendent Buoniconti re: retirement  
Rowe School District Educational Goals  
Rowe School District Improvement Plan FY10 – FY12  
Mohawk Trail Regional School System Common Policies and Procedures Table of Contents  
Anti-Bullying Policy  
Ruth R. Manna, Director of Curriculum & Assessments resume  
FY2011 Local Aid Estimates Conference Committee Proposal  
FY2011 Local Aid Final Budget  
FY 2010 – 2011 School Calendar  
Rowe Elementary School District Proposed Appointments 2010 – 2011 School Year  
Income Eligibility Guidelines  
Rowe Elementary School Technology Equipment Inventory – October 2008  
Rowe School District School Committee Proposed 2010 – 2011 Meeting Calendar  
Principal Report (handout)

**1. Call to Order:**

Maggie Rice called the meeting to order at 6:35pm. **Roll call:** Bob Clancy, Joanne Blier, Michael Buoniconti, Lisa Danek Burke, Rebecca Richardson and Maggie Rice were present.

**2. Audience of Citizens:**

None

**3. Approval of Minutes:**

- A. A motion was made by Lisa Danek Burke and seconded by Rebecca Richardson to approve the Rowe School Committee meeting minutes from June 8, 2010 as read. Unanimous yes vote.

**4. Correspondence:**

- A. June 2, 2010- letter from Marcia Mittnacht, State Director of Special education, to Superintendent Buoniconti re: congratulations for continued success in meeting the criteria for Level 1 in 2009-10 – See Appendix A
- B. July 6, 2010 letter from Dot Lyman to Superintendent Buoniconti re: retirement – See Appendix B

**5. Unfinished Business:**

- A. Energy Project – Siemens has completed the work in the 5 classrooms.
- B. Solar Project – Pending a contract with Town of Rowe to begin work.
- C. Americorps – The Americorps team finished the stair project to the causeway.

**6. Report of the Chairperson:**

- A. July 29, 2010 - letter from Myra Carlow, Finance Committee re: Capital Improvement Plan – Maggie Rice stated that Bob Clancy should get in touch with Myra Carlow and let her know that Bob Clancy did not receive a packet and Maggie Rice received the letter but

not the packet. The School Committee will be happy to look at the information at the September meeting. - See Appendix C

**7. Report of the Superintendent:**

- A. Administrative Council Annual Retreat – District Educational Goals/District Improvement Plan FY10-FY12 and Rowe School Improvement Plan  
Topics discussed was utilizing the district goals, District Improvement Plan and School Improvement Plans. The plans will be aligned with each other and the goals, using similar templates.  
– See Appendix D, E and F
- B. Student Handbook Revisions – Table of Contents was enclosed in the packet for the Common Policies and Procedures - See Appendix G
- C. Student Anti-Bullying Procedure –Discussion includes definitions of bullying, cyber bullying and retaliation; reporting methods; confidentiality; handling of alleged perpetrator and victim to be sure both individuals are safe; safety plans; etc. - See Appendix H
- D. K-8 Director of Curriculum and Assessment – Superintendent Buoniconti reported that we are very close to hiring a Director of Curriculum and Assessment. An offer has been made with a projected start date of August 3<sup>rd</sup>.  
See Appendix I

**8. Financial Information:**

- A. FY2011 Budget – Local Aid Estimates – Conference Committee Proposal and Final Budget – See Appendix J

**9. Report of the Principal:**

- A. Principal Report – As read (See Appendix K)
- B. Calendar of Events

**10. Action Items:**

- A. **Vote to adopt changes to 2010 – 2011 School Calendar** – A motion was made by Rebecca Richardson and seconded by Lisa Danek Burke to adopt changes to the 2010-2011 school calendar. Unanimous yes vote. See Appendix L
- B. **Vote to appoint Attendance Officer for 2010 – 2011 School Year** – A motion was made by Lisa Danek Burke and seconded by Rebecca Richardson to appoint Rowe Police Chief Henry J. Dandeneau as the Rowe Elementary School Attendance Officer for 2010-2011 School Year. Unanimous yes vote.
- C. **Vote to appoint School Physician for 2010 – 2011 School Year** – A motion was made by Rebecca Richardson and seconded by Lisa Danek Burke to vote to appoint Dr. Richard S. Warner as the School Physician for 2010-2011 School Year at a rate of \$100.60 and \$2.00 per physical. Unanimous yes vote. See Appendix M
- D. **Vote to accept Income Eligibility Guideline (please note these are the same guidelines used in FY2010)** – A motion was made by Lisa Danek Burke and seconded by Rebecca Richardson to accept the Income Eligibility Guidelines for Free and Reduced lunch for the FY2010-FY2011 School Year. Unanimous yes vote. See Appendix N
- E. **Vote to approve sale and/or disposal of surplus items (copier machine and 11 computers)** – A motion was made by Lisa Danek Burke and seconded by Rebecca Richardson to approve sale and/or disposal of a number of surplus items which consist of 11 computers and a copier machine. Unanimous yes vote. See Appendix O

**11. Subcommittee Reports:**

- A. Policy Subcommittee – Nothing at this time.
- B. Transportation Subcommittee – Nothing at this time.
- C. Negotiations Subcommittee – Lisa Danek Burke is waiting for a letter from the Rowe RTA requesting negotiations.

**12. Handouts:**

- A. Proposed 2010-2011 Meeting Calendar – Meetings will be on the Second Tuesday of the month. See Appendix P

**13. Executive Session:**

- A. Not at this time.

**14. Adjournment:**

- A. A motion was made by Rebecca Richardson and seconded by Lisa Danek Burke to adjourn the meeting at 7:36pm. Unanimous yes vote.

Respectfully submitted,  
Laurie Laffond

Approved:

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Margaret Rice, Chairman

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Lisa Danek Burke

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Rebecca Richardson