

Final

**Rowe School Committee
Meeting Minutes
Tuesday, September 13, 2011**

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:

August 9, 2011 School Committee Minutes – to be approved
Principal's Report – See Appendix AA
Bill Loomis e-mail dated 8/22/11, re: Meeting Minutes – See Appendix A
Judy Willis e-mail dated 8/26/11, re: Meeting Minutes – See Appendix B
Bill Loomis e-mail dated 8/29/11, re: Timing is Everything – See Appendix C
Michael Buoniconti e-mail dated 8/24/11, re: Tech Students – See Appendix D
Jack Packard e-mail dated 8/16/11, re: Window Replacement – See Appendix E
Michael Buoniconti e-mail dated 9/1/11, re: Response to L. Miller e-mail Spanish Program – See Appendix F
Joanne Blier e-mail dated 9/1/11, re: Response to L. Miller e-mail cost of Spanish Program – See Appendix G
August 15, 2011 School Physician Appointment Letter for Robert Miller, MD – See Appendix H
Settlement Agreement by and between the Rowe School District School Committee and the Rowe Teachers Association M.T.A./N.E.A. – See Appendix I
Agreement between Rowe School Committee and Rowe Teachers Association/MTA/NEA August 15, 2011 to August 14, 2014 – See Appendix J
Lisa Danek Burke e-mail dated 9/8/11, re; School Choice Recommendations – See Appendix K
Bill Loomis e-mail dated 9/9/11, re; School Choice Recommendations – See Appendix L
Budget Transfer – See Appendix M
Superintendent's Report – See Appendix N
Report of the Business Administrator – See Appendix O

1. Call to Order:

Bill Loomis called the meeting to order at 6:05pm
Roll Call: Bill Knittle, Joanne Blier, Michael Buoniconti, Laurie Laffond, Lisa Danek Burke, Bill Loomis and Lisa Miller were present.

2. Approval of Minutes:

- A. Approval of July 28, 2011 School Committee Minutes.
A motion was made by Lisa Miller and seconded by Lisa Danek Burke to accept the Rowe School Committee Meeting Minutes from July 28, 2011 as read.
Unanimous yes vote.
- B. Approval of August 9, 2011 School Committee Minutes.
A motion was made by Lisa Danek Burke and seconded by Lisa Miller to accept the Rowe School Committee Meeting Minutes from August 9, 2011 as read.
Unanimous yes vote.

3. Report of the Principal: See Appendix A

- A. **School Choice Seats:** Lisa Danek Burke state she was not sure if it was North Adams, but that a family had moved out of Rowe and children were being choiced to the school. Previously when families have moved out of Rowe, the family had to apply as school choice if they wished their child to continue at Rowe, and that Rowe should be receiving school choice money from the sending town. Superintendent Buoniconti state he would follow up so the committee could take action at the next meeting.

The choice seats that the school committee has been asked to declare are 1 opening for 2nd grade, 1 opening for 3rd grade and 1 opening for 5th grade. Preschool is not considered school choice therefore the school committee does not have to declare seats for this grade. One preschool seat has been added.

A motion was made by Lisa Danek Burke and seconded by Bill Loomis of the Rowe School Committee to declare three additional school choice seats in 2nd, 3rd, and 5th grade. Motion passed with two yes votes. Lisa Miller abstained from the vote.

- B. **Physical Education:** Roberta Baker is doing a great job as the P.E. teacher. She will now have an FTE of .16 instead of .2 for this extra position. This position should be comparable with the previous P.E. teacher's salary there might be a slight increase.
- C. **Reading Intervention:** K-2 will begin as soon as they complete the Benchmark Assessment Tests. Lisa Miller expressed concerns on loss of program FTE when Reading Recovery was replaced by Reading Intervention. Reading Intervention materials not received as of this date.
- D. **Head Teacher:** Mr. Knittle has requested to the school committee to nominate Janice Lapointe as the head teacher for the FY2011-2012 school year.
- E. **Communication:** Mr. Knittle has had a great start to the year he is impressed with the whole staff.
- F. **School Building:** Tim Schramel has done a great job getting the school ready for the beginning of the year. The shed will arrive on September 21st. The Rowe town crew will take away the old shed and it will be going to the refuse garden.
- G. **LEC:** Will be setting up the first meeting between the 3rd & 4th week of September. The principal of the school is usually the chairperson.
- H. **PTP:** There was a potluck at the beach last weekend with a 20-25 people in attendance. The next meeting is scheduled for tomorrow night, September 14th at the school.
- I. **Computers:** Ed Skutnik from Mohawk will be coming to the school in early October to look at all of the computers at the school. It will be discussed at that time if or what we will need to be looking at for replacements in the near future. Bill Knittle will look into computer replacement issue. It was discussed to look into sharing the Town of Rowe's computer technicians to save money. Rowe receives an education discount with Crocker Communications for the internet T1 service through Mohawk.
- J. **After School Program:** A survey will go out to see if there is a need for an after school program.
- K. **School Calendar:** MassMoca field trip on Friday, September 23rd.
- L. **Window Replacement:** There may be a possible energy grant. We need to check with Jack Packard to see if there are any possible energy grants for window replacement. Bill Knittle will take the lead in the MSBA application for window replacement.
- M. **Paving Parking Lot:** The paving estimates came in higher than anticipated so they have to go out for a sealed bid. Bill Loomis asked if the school committee has this information. Joanne Blier will receive the bids and opens them when they come in.

5. Action Items:

- Vote to Adopt Chapter 71F –
A motion was made by Lisa Danek Burke and seconded by Lisa Miller to adopt chapter 71-Section 71f. Unanimous yes vote.
- Vote to set a future tuition rate for Out of State Students – Superintendent Buoniconti will provide additional information for out of state tuition.
- Appointment of a 2011-2012 Head Teacher –
A motion was made by Bill Loomis and seconded by Lisa Miller to appoint Janice Lapointe as head teacher for the 2011-2012 school year. Unanimous yes vote.
- Budget Transfer – Vote to transfer \$40.00 from principal Other to School Committee Other to pay NEAS&C Member Dues

A motion was made by Lisa Danek Burke and seconded by Lisa Miller to vote to transfer \$40.00 from Principal Other to School Committee Other to pay NEAS&C Member Dues. Unanimous yes vote.

See Appendix N

6. Report of the Superintendent: See Appendix O

- A. Start of School – Transportation issues as a result from Tropical Storm Irene resulted in a three day school delay.
- B. 2011-2012 Principal Goals – Have not been finalized. Hopefully they will be between three and five goals.
- C. School Choice Seats – See above under A. Principal Report.
- D. Status of Middle School Exploratory Program/Spanish Program – All 7th and 8th grade (Rowe) students have Spanish class in the fall and an Elective class in the spring.
- E. Status of MTRSD School buildings following Hurricane Irene and suggested ways Rowe could help out the other schools affected - Hawlemont was the school that needs the most help following Tropical Storm Irene. People are not coming forward at this time for help but the schools will continue to collect items for another month. They are asking for food, clothes, and blankets at this time. Please no large items such as refrigerators, washing machines, etc...

7. Financial Information: See Appendix P

- A. FY13 Proposed Budget Schedule – 1) Discussion of computers relative to the CIP Grant. 2) Joanne Blier stated we are currently spending more school choice money than what is coming in. 3) Noel Abbott discussed value based CIP Grant. 4) The school committee instructed the central office to provide a FY13 budget that would not eliminate staff or reduce programs. 5) Bill Loomis requested that Noel Abbott discuss at the next selectman's meeting the selectman's recommendations for FY13 COLA & overall budget increase and the school committee is looking into the possibility of using free cash to cover the FY13 deficit. Bill Loomis will follow with e-mail to selectman. 6) Lisa Danek Burke stated demographics will continue to sell school budget as more students enter Mohawk than are leaving. 7) Joanne Blier stated the Franklin Tech budget increased by \$1,000.00 per student.
- B. Breakdown of Expenses for the Middle School Continuing Spanish Program –
- C. Latest number of Rowe Students to attend Mohawk and Franklin Tech –
- D. Recommended changes to accommodate the increased tuition –
- E. Late Bus –
- F. Capital Budget Items – shed and paving
- G. Chapter 71, Section 71F –

8. Report of the Chairperson:

- A. Rowe-MTRSD School Committee relationship – Bill Loomis volunteered to step down as Rowe's rep to MTRSD school committee as he feels he is causing more harm than good.
- B. Foreign Exchange Student – Lisa Miller will develop a policy to address foreign exchange students residing in Rowe.
- C. Relationship Rowe Staff to MTRSD Coordinators – Discussions on a working relationship between MTRSD coordinators and Rowe staff. Bill Loomis stated that the coordinator's part of Rowe's shared expenses is to provide expertise to staff. But the coordinator is not in the Rowe staff chain of command. It was clarified for Bill Loomis that the Rowe staff reports to the principal and the principal reports to the superintendent. All discipline/reprimand should come from the superintendent/

principal chain of command. Lisa Danek Burke was concerned that the chair was seeking out information from the cafeteria manager and the Chair of the School

Committee needs to work with the Superintendent. Bill Loomis will develop a policy to address this issue.

9. Unfinished Business:

- A. 2010- 2011 superintendent evaluation – Superintendent Buoniconti to provide information so evaluation procedures can begin.
- B. 2011- 2012 superintendent goals -

10. New Business:

11. Subcommittee Reports:

- A. Policy Subcommittee -
- B. Transportation Subcommittee -
- C. Negotiations Subcommittee -

12. Correspondence/Handouts:

- A. Bill Loomis e-mail dated 8/22/11, re: Meeting Minutes – See Appendix A
- B. Judy Willis e-mail dated 8/26/11, re: Meeting Minutes – See Appendix B
- C. Bill Loomis e-mail dated 8/29/11, re: Timing is Everything - See Appendix C
- D. Michael Buoniconti e-mail dated 8/24/11, re: Tech Students – See Appendix D
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- L. Bill Loomis e-mail dated 9/9/11, re: School Choice Recommendations — See Appendix L

13. Adjournment:

A motion was made by Bill Loomis and seconded by Lisa Danek Burke to adjourn at 9:00pm. Unanimous yes vote.

Respectfully submitted,
Laurie Laffond

Approved:

William Loomis, Chairman

Lisa Miller, Vice Chairman

Lisa Danek Burke, Secretary