MEETING MINUTES – FY2014
School Committee Meeting

NAME OF SCHOOL DISTRICT: Rowe NAME OF COMMITTEE: Rowe School Committee

DATE AND LOCATION OF MEETING: Tuesday, June 10, 2014 – 5:30PM, Rowe Town Hall

PRESENT: Lisa Danek-Burke (LDB), Lisa Miller (LM) and Susie Zavotka (SZ)

Audience Members: Michael Buoniconti (MB), Joanne Blier (JB), Bill Knittle (BK), Jon Lev (JL), Carrie Garivaltis (CG), Ellen Miller, Cindy Laffond, Rosie Gordon, Laurie Pike, Jodi Brown, Laurie Laffond, Marilyn Wilson, Judy Pierce, Jenn Morse, Gail May, Diane Broncaccio

I. **Call to Order**: Chair Lisa Danek-Burke called the ~~Wednesday~~ Tuesday, June ~~4th~~ 10 meeting to order at 5:35pm.

II. **Audience:** No comments

III. **Minutes:** Minutes were tabled from last week as LM was not present.

a) **March 20, 2014:** LM made a motion to approve the minutes of March 20, 2014. LDB seconded the motion. Motion passed two in favor, one abstention (2/0/1). [SZ was not on the committee at the time so abstained.] [Minutes were approved May 12th; however, document title needed correction.]

b) **April 24, 2014:** LM made a motion to approve the minutes of April 24, 2014. LDB seconded the motion. Motion passed two in favor, one abstention (2/0/1). [SZ was not on the committee at the time so abstained.] [Minutes were approved May 12th; however, document title needed correction.]

c) **May 7, 2014:** LM made a motion to accept the minutes of May 7, 2014. LDB seconded the motion. Motion passed two in favor, one abstention (2/0/1). [SZ was not on the committee at the time so abstained.]

d) **May 12, 2014:** LM made a motion to approve the minutes of May 12, 2014. LDB seconded the motion with the correction to add "May" in the document heading so that it reads May 12, 2014. Motion passed two in favor, one abstention (2/0/1). [SZ was not on the committee at that time so abstained.]

IV. **Action Items:**

- **CES: New Articles of Agreement:** BK stated that that he and staff would like continue membership in the Collaborative for Educational Services. SZ made a motion to approve the New Articles of Agreement for the CES. LM seconded the motion. The motion passed unanimously (3/0/0).
- **Administer PARCC or MCAS in the Spring of 2015:** DESE has given school districts the option to choose to administer PARCC testing next spring rather than MCAS. MB recommended that the school committee not vote on this tonight to give BK and JL a chance to talk about future planning around this. MB is recommending to both Mohawk and Hawlemont that they not transition to PARCC at this time. If the committee takes no action then the school will automatically stay with MCAS. JL stated that he is attending a DESE presentation in Pittsfield next Tuesday concerning this. He will forward any presentation information he gets to SC members. To guarantee your decision you need to decide by June 30. MB stated there are compelling reasons to change to PARCC, but not at this time. SZ asked if students can take practice PARCC tests. No one had an answer for that. The committee tabled action on this item.
- **Budget Transfer:** JB and BK worked on the operating statement this week. She reported we have savings in the continuing Spanish program line (World Language Teachers Salaries) because the FTE was reduced to a .17. Budget transfer request asks that $5,689 of that savings be used for Mohawk tuition for an extra new Rowe student for a partial year, and $450 be used for Tech tuition to cover unanticipated Sped costs. Total transfer is $6,139. JB has since gotten a bill from Tech and the tuition line item is going to be over by more than the $450. An additional transfer will be needed. SZ made a motion to approve the budget transfer as presented. LM seconded the motion. The motion passed unanimously (3/0/0).
- **IT Invoice:** SZ presented a $200 invoice from Graham Cotterwas (NBSU IT Technician) for IT work he has performed for the new school building. LDB noted that some costs are dated May 6th, prior to the vote

on May 7th. [At the May 7th meeting the SC voted to hire Graham for consulting and development of an IT plan between May 5th and June 30th for up to $200 (5 hrs @ $40).] SZ stated that Graham has actually put in more than 5 hours. JB asked that a W9 or SSN be obtained from Graham. BK can then enter a purchase order for the work and process the invoice via a warrant. $2,000 was also approved for work by Graham after July 1st.

- **Purchase Requisitions:** None

V. **Principal's Report:** BK presented his monthly report. Finished student benchmark testing to get their reading levels for next year. Finishing up math assessments. Working on report cards that will be handed out last day of school. Had music & art show with Hawlemont last Thursday. Gina and Shonna did a great job. 3 / 4 class was at Rowe library and beach today. Learning about fossils and erosion. Going back Thursday. Field day combined with Hawlemont is Friday. Tea in Primary class Mon. & Tues., graduation is Wed. 6/18 at 6:30pm at the lake, and Thurs. 6/19 is last day of school. Staff PD days 6/24 & 6/25. Summer session July 1-31 at town hall. Speech on Mondays; classes Tues, Wed, Thurs. Each day they will pack up and put away items.

a) **Moving day:** Teacher pack day Mon. 6/23; Sitterly movers here Tues. 6/24.

b) **School Choice Seats:** BK stated that there are still open choice seats and asked if advertisements should be re-run. So far received (1) 3rd grade application and (1) K application. 12 seats were declared open in the lower grades at the 2/20/14 meeting. It was agreed to have BK re-run one or more ads now.

c) **Out of State Students:** BK reported that he received an email from a Readsboro VT family that is interested in sending (2) 3rd grade students to Rowe School next year. They had expressed interest a year or two ago, but then the school fire happened and it was too far to transport their children to Hawlemont. It is legal to educate out-of-state students, but not via school choice. The family needs to pay whatever tuition is set by the school committee. Sped costs need to be determined too. CG stated Williamstown Elementary has done this. She will see how they handled it and will provide whatever information she finds. LDB: Rowe discussed this two years ago; she will look for information from those discussions. MB: The SC determines whatever the tuition will be, and then typically adds any Sped costs to that. LDB will place this on June 23rd agenda.

d) **Generator maintenance invoice:** BK received an invoice from Powers Generator in Swanzey NH for maintenance work performed on the school's emergency generator. He will find out who requested the work.

e) **Delivery of Goods:** BK stated that he needs to know where deliveries can be stored while the building is under construction. He is hesitant to ask that delivery of orders be delayed until later in August as that may lead to unavailability of products. He stated there is some room in the metal shed which has been dry. This will be discussed again at the next meeting.

VI. **Report of the Chairperson:**

a) **Representative to Mohawk School Committee:** LDB stated that Rowe has always had a representative (non-voting) to the Mohawk School Committee. She stated that typically it has been the school committee chair. LDB stated that she will continue as representative.

b) **Meeting Schedule:** It was proposed that regular monthly meetings be held the 4th Monday each month at 5:30pm. June & July meetings will be held at the town hall. Hope to hold August meeting at new school.

c) **Move to new superintendency:** LDB read aloud a statement she had written concerning her frustrations with the lack of any plan or the setting up of any criteria to make the decision to move to the North Berkshire School Union. She also stated that she had heard from families who are unhappy with the decision, and knows of at least one school choice family that will not be returning. She stated that monetary savings are going to be significantly less than had been anticipated. There will not be enough savings to hire a science teacher. Based on her responsibility to the children of Rowe, she made a motion that the school committee postpone the move to the Union until we can fully understand the ramification to our students. She asked if any member would like to second that, or if not to at least discuss the matter. SZ stated that she didn't want to second the motion, but would like to have some discussion. She stated she recognizes that it has been a difficult move for LDB and for many people in town, and that as a member of the audience she struggled with the process herself; however, she came on the board recognizing that the decision was made and the contract needs to be honored. She hasn't seen any negatives to date, and thinks we need to

give it a shot. She proposes the committee take this year to see how this goes and that we do some very serious evaluation of the process, and be positive about the decision that's been made and try to make it work. LDB stated she will do her best as Chair to make this transition happen, but she wants it known that the decision was made without discussions, and we're putting our children at risk for that. She hopes that the remainder of her committee is ready to accept the consequences of that. SZ stated that she doesn't share her view of risks to the students. She feels that they will not be very much aware of this at all as far as what happens at the administrative level. LDB stated it's clear to her that there will be quite an additional administrative load on the principal—even if it's just coordinating with the new superintendent. It will take him away from our staff and students. JL stated that he understands LDB's fears that there will be more administrative duties for Bill under the NBSU, but he does not see that. The Union has three principals who are in schools larger and smaller than Rowe. One in a larger school is a teaching principal. There has never been any consideration that the administrative responsibilities are overwhelming or too much to handle. In the transition, of course, it will be different. He doesn't understand where there will be more administrative responsibilities than what he has. And he will have a lot of support from Union administrative staff. JL visited the school and said the students and teachers are great. He has confidence that the transition will be smooth. LDB cautioned that if after evaluation we don't renew with NBSU, there is significant risk that the door to Mohawk and Hawlemont won't be open. LDB asked if MB had any comments. MB thanked everyone and stated that it has been a pleasure and privilege serving Rowe for the past 9 years. He appreciates LDB's contributions and leadership over the years. He doesn't know what the circumstances will be next year, but stated that if he is Superintendent at Mohawk next year and we want to return to the 3 District Agreement that he would certainly advocate for that on behalf of the children of Rowe.

VII. Superintendent's Report: MB provided two versions of a Transaction Action Plan (one by responsible party and one by category) to facilitate the transfer of central office responsibilities from Mohawk to NBSU-Rowe. He and JL spent time on the phone going through each of the items. The list is not comprehensive, but does capture the major pieces and breaks out the contacts for both Mohawk and NBSU. MB had all of the Mohawk people make connections with NBSU people. JB contacted CG. The green cells on the plan show where contacts have been made. Meetings are being set up and there is data that still needs to be transferred, but the right people are now talking to each other. MB separated out the items that he doesn't think NBSU provides—this should be modified if it is not accurate. While BK may not do all of it, he will likely need to manage all of it. MB did contact DESE. On July 1st they will transfer the security portal over to JL for access to Rowe's data. If other things pop up we will adjust. MB will email the transition action plans to JL.

Transition Issues:

1. **Sped:** LDB: Does Sped secretary help set up the IEP meetings? JL: Yes. BK: It is currently done by our Sped teacher, but next year we were talking about getting a .1FTE Sped liaison to free up teacher for classroom time. The liaison also chairs the IEP meetings. JL: Either Deb or PT Sped Coordinator Stephanie Pare [Perry] will come out to chair the IEP meetings. LDB: Does each one of the schools have a part time or one or more Sped teachers? JL: Clarksburg (180 kids K-8) has FT Sped teacher and PT paraprofessional that helps out. Florida has one Sped teacher. Savoy (41 kids) has a teacher with a Sped certification that gets a stipend for Sped work. Union has PT Sped Coordinator: Stephanie Pare.
   E-Sped: Sped secretary Vickie Winchell will be able to access E-Sped data. She is working with Virginia Wiswell.
2. **Email:** JL: Graham Cotterwas has been working on this. Rowe staff will become part of the NBSU email system. BK: We have our new email addresses already.
3. **Website:** JL: Graham will work with Dwight to prepare the school's website. He supports all of the schools' websites (level of support for each school is different). JL will speak with BK to see how much time he needs Graham at the Rowe school. If he is in Rowe 1 full day every other week then Rowe will pay .1 of his salary. This is not a Union expense—it will come from Rowe's budget. BK: In the beginning we may need more of Graham's time. Graham will need a letter of appointment/hiring.
4. **E-Rate:** JL: We have contacted O'Neal Consulting. They are expecting a call that O'Neal will be Rowe's consultant. JB: Rowe currently pays a discounted rate of $1200 per year for E-Rate Online. The standard rate

is $5000/year. Rowe's discount will go away when Rowe leaves Mohawk. CG: The deadline to file for e-rate discounts is in March. Rowe was filed at that time under Mohawk. She spoke with Nicole at O'Neal who is going to look at Rowe's rates and get some baseline information. She will then see what can be done. JB will contact E-Rate Online and have them contact O'Neal directly to transition Rowe's account. Cost unknown.

5. **Music teacher:** BK: We interviewed NBSU music teacher; liked him very much. He met with some staff, met with current music teacher, taught a class. Positive feedback all around. SZ: How do we reconcile the .2FTE and .36FTE? BK is working on this.
6. **Director of Curriculum Development:** JL: Mike Little is PT curriculum person. He will be available in the Rowe School building approximately one half day per month to work with staff. (Same assistance he provides the other schools.) He provides services depending on the needs of the building. In addition he works with the administrative team that meets once monthly. If BK has people he'd like him to spend time with (Common Core, mapping, writing programs, observing, coaching, etc.) he will provide assistance. He will provide some professional development if needed. This is all part of the Union budget. LDB: What about curriculum support to the principal? JL: It comes from a couple of sources. One is from JL. Another is from the administrative team meetings. It depends on the need.
7. **Nurse Leader:** MB: Sue Mitchell reached out to Laura Martell. They haven't spoken yet. She will follow up tomorrow. JL: Rowe is not being charged for Laura Martell because Rowe has a FT nurse. There probably is not much of a need. The Union nurse leader covers the schools that don't have FT nurses. MB: Sue's responsibilities are mainly to stay on top of DPH requirements. She works with Food Service, teachers and principals. She does clinical evaluations. At the school level Barbara is extremely capable. LDB: I assume some things will fall on the principal...keeping current, food regulations, etc. BK: Barbara is on top of that, and Carol is very good with nutritional reporting.
8. **Early Childhood Coordinator:** JL: Deb Rosselli takes care of this. Believe that she and Kate have set up a time to meet. LDB: Your Sped director is also your EEC. How will that work with pre-school reporting with respect to Franklin County? Will we still have those services? Deb will have to learn the community and will interact with county officials as necessary. JL: New group of kids, may be some different types of screening. Sped secretary Vickie Winchell assists Deb with this.
9. **Facilities Director:** JL handles this. He spoke with Robin Pease. She gave him transportation contact. He will introduce himself to them. MB: We are going to put both JL and BK in Mohawk's School Reach for school closings. SZ: What about testings (water, etc.) at school and propane? JL: We use Housatonic Basin. Rowe uses them also. JL is waiting for one more propane bid for Rowe. Items needing to be done for the school opening should be handled by the OPM, etc., under the school construction contract.
10. **Transportation Coordinator:** JL will handle this.
11. **Civil Rights Coordinator:** JL: Deb Rosselli handles this function.
12. **Homeless Coordinator:** JL: School Adjustment Counselor Doug Wentworth handles this.
13. **English Language Learners:** Deb Rosselli handles this. Presently no ELL students.
14. **School Committee Postings/Agendas/Packets:** JL will send meeting postings to both school and town hall, and mail meeting packets to members ahead of time. Will discuss this with LDB to work out details. LDB: We have one more June meeting. She will work with MB and JL to figure out how the meeting will get posted.
15. **School Committee Records:**
16. **End of Year Financial Reconciliation:** JB/CG meeting on June 13th. CG will recreate FY2014 in QuickBooks.
17. **Student Records (Sped):** JL: Vickie keeps Sped records at Union office. LL will transfer the active hard copy records to Deb/Vickie.
18. **Staff Records:** JL: Copies kept at Union office. JB: Originals are at town hall. SBC purchasing fireproof cabinet for records at school.
19. **Business Records:** JB: Official financial documents are at the town hall. LDB: Working with Selectmen to get FRCOG budget line items updated with all school accounts. JB will give FRCOG contact information to CG. BK asked if a purchase order system tying into the school budget can be set up. CG may set up PO system for all schools to use. This was a DESE audit item. CG will make it a priority to look at setting up POs in QuickBooks.

20. **CORI/SORI & Fingerprinting:** JL's office handles this. Existing staff has until June 2016. Closest fingerprinting location is Greenfield. The state has contracted with one company for this. All CORIs/SORIs need to be done before school starts. Summer school staff need them also.
21. **School Nutrition Program Reporting & claim forms:** CG/JB discuss June 13th.
22. **End of Year Financial Report:** Due Sept 30th. CG/JB discuss June 13th.
23. **Student data reporting (SIMS):** JL: Mary Giron coordinates this for us. Rowe is undecided whether to move to Rediker or stay with PowerSchool. Don't know cost yet. MB: We are transitioning from a situation where we send reports to DESE to DESE pulling the reports from our student information system. June will be our first month. Theoretically it will remove some burden from us. JL: DESE will be able to pull the information from Rediker. North Adams has Power School and we haven't had a problem transitioning Rediker data to it. BK: We are looking into the cost. The transfer of student data won't take place until after July 1st.
24. **School Attending Children Report:** JL's office will handle this.
25. **Staff data reporting (EPIMS):** This is reporting system for staff credentials and certifications. Will research this. Mary Giron handles this for Union schools.
26. **Grants:** CG, JL and JB will discuss this. JB: We separated all the grants so Rowe has their own grants.
27. **Medicaid Reimbursement Filing:** JL: Vickie Winchell handles this. NBSU also uses LPVEC. BK: LPVEC has a tech offshoot. Can we access their training? JB: We are not members, so no. We use them for bidding and Medicaid only.
28. **Circuit Breaker Filing:** JL: This is for residential placements. Anything you spend above $38K, you get a certain percentage back. Not applicable to Rowe at this time.

1. **Baseline Edge:** JL: We do not use this. LDB: We talked about leaning towards Teach Point—a less expensive system—but BE is more robust for tracking over time, so may want to stay with this. SZ: We should investigate this more because I feel we got feedback that there were some parts of it that perhaps were not used or not liked. BK: I will speak to Jen LaGoy and Sarah Richardson who are more versed in the potential of Baseline Edge. For a school our size is the data trackable in something less expensive? MB: When you talk to Sarah and Jen talk about transition from 6th grade to 7th grade.
2. **Powerschool:** NBSU uses Rediker. Not a problem if Rowe stays with Powerschool. CG will give BK the Rediker contact number so he can get a quote.
3. **School Reach:** We already decided to stay with School Reach. LDB got a call from a resident asking why the school couldn't use the town's emergency contact system. MB: Town doesn't maintain staff data that would need to be input in the system. This item will be an additional cost for Rowe.
4. **Destiny:** JL: We don't use this. Two of our schools use their town's libraries (that are joined to the school buildings with entrances that can be isolated). Rowe would like to continue with Destiny. Cost unknown.
5. **Nutrikids:** JB/CG discuss this June 13th. What is cost for Rowe? If we don't use it how will we do our tracking?
6. **Atlas Rubicon:** Does NBSU do any curriculum sharing via a system? JL: I'm not sure what this involves. MB: When teachers develop their units they can share their information with other schools. Mohawk is just building this now. It helps keep our curriculum fresh. This is not an immediate need. Discuss further later.
7. **NWEA:** JL: We have used this in the past. The schools are now using other similar systems. NWEA is very good. Florida is thinking about going back to it. BK: It can be used as a DDM. We need to find out what cost for Rowe alone will be. JB: This is in Rowe's budget, but it's only a piece of the total cost.
8. **CES:** Rowe is staying with this.
9. **Budgetsense:** Will use QuickBooks with NBSU.
10. **MASC:** Rowe's full membership is about $2000-$2500/year, but we've only been paying $1000. LDB will contact Glenn Koocher to negotiate membership fee.
11. **Art teacher:** BK is working on hiring replacement...potentially the current PE teacher. This would be a share with Hawlemont. Total FTE would be .6 (Rowe .4, Hawlemont .2). The health insurance question still needs to be answered. Will Hawlemont be willing to pay their 1/3? MB will contact the school attorneys to get a definitive answer on the legality of this. He had been told in the past that it was required. After he speaks with Russ, he will call LDB with Russ' information. JL: We have a PT art teacher in Florida who may be interested in the position if this doesn't work out.

12. **Food Service Director:** CG will provide assistance. BK: Is there any shared buying and/or discounts? This will be discussed. BK: Carol has been in touch with Florida and Clarksburg cafeteria managers to compare notes and see if there are ways they can work together.
13. **Letters of Employment Assurance:** Letters of Assurance are issued mainly for unemployment purposes. They are not issued for newly hired staff. JL stated that they send out RIF letters after principals notify them who is to be RIFFED. They also will send out the letters for staff being hired or re-hired. Rowe letters need to go out by the last day of school (June 19). BK will to confirm to CG the step levels, FTEs, etc., for all staff so she can prepare letters. BK will hand out letters on June 19. New hires: recommendations for hiring will come from BK; approval of hires will come from JL. BK: Currently we use a hiring recommendation form. Once it is approved at central office, Judy Willis generates hiring letter and MB signs letter. JL: We handle it similarly. JL will provide BK with appropriate form(s).
14. **School Safety/Discipline Report:** JL: Our principals handle this. BK has not done this. JL stated it is very simple. He will help BK with this.
15. **District Technology Report:** JL will assist BK with this. Rowe was included in recent Mohawk report.
16. **District Determined Measures (DDM):** LDB: We have Jen LaGoy now. Under DDM she is up to speed on the state requirements and initiatives. She works with the teachers and principal and facilitates that curriculum development. Will we have that available? JL: We have a consultant—Jean Bacon—that we work with on a monthly basis with DDMs, assessments, data analysis, etc. Her salary is paid by a Union grant. She would help with Rowe's DDM. There needs to be a leadership team in the building that works on DDM. The schools support each other. Jean meets with the administrative team and meets with principals as needed. She is a top-notch data person.

Additional Items:

1. **SNAP (nursing program):** BK: Rowe uses Dynomite/Dynalog, but that is no longer supported. JL: Union does not use this program. BK will have Barbara check with Laura Martelle.
2. **PEPs:** BK: Who coordinates this? JL: Ronna keeps track of this in the personnel files...as long as information gets submitted to her by the teachers.
3. **PreK/K Assessment Program:** BK: What assessment program, if any, does NBSU use? JL: Deb Rosselli would be the one to talk to. BK: It is optional for PreK, but not optional for K. Roberta Baker: Whatever we do use, some of these websites are new and have a lot of bugs. I've been using Work Sampling and it is very, very slow. Baseline Edge is the same way. You get the spinning beach ball of death. They are very time consuming. BK: Part of that could be the internet at Hawlemont. With the new fiber at Rowe school the internet connection will not be an issue.
4. **Old Phone Number:** BK: Can we secure the old phone number (339-8381)? SZ suggested that he contact Chris Sorensen of Valley Communications about that.

VIII. **Financial Information - FY2014 Operating Statement:** JB submitted preliminary year end projection as of 5-31-2014. Shows operating surplus of $1231. The transfer made earlier in the meeting is not recorded here. At the last meeting we discussed the $25K surplus because of the insurance payment for a portion of the 2nd half lease payment. We need to use it for School Choice because we're charging too much to Choice. We knew that account was going to be tight. We budgeted for $102K School Choice receipts; now it looks like we're only going to receive $84K. We'll be short about $20K in revenues. This operating statement shows $25K of expenses that we were originally being charged to School Choice being charged to the Instructional line in the operating budget, which leaves $1,000 and it leaves our end of year School Choice at $15,000. BK: With the number of School Choice students we have, why have the School Choice receipts gone down? JB: It doesn't include preschool. This is what's been reported to the state based on the SIMS reporting. The spring claim form has not been submitted yet, so the June payment could go up. We have to wait and see. The numbers shown take into account the additional Tech tuition due. These are expenditure transfers, not budget transfers, so don't need SC approval. Roberta Baker asked about the reimbursement expected for a Preschool Sped student. JB: I spoke with Roger Hatch and these funds will be part of the School Choice increment, even though they are not school choice receipts.

The town has two separate line items (one for PreK-6 and one for 7-12). The operating statement shows that the 7-12 tuition line is overdrawn and the PreK-6 line is underspent. Can we transfer between these line items? That may be a question for the town. If it turns out that we can do that, then we can do some budget transfers for this.

IX. **Director of Pupil Personnel Services:** June 2014 report accepted as read.

X. **Director of Curriculum and Assessment:** June 2014 report accepted as read.

XI. **Unfinished Business: Transition:** Handled above.

XII. **New Business:** None

XIII. **Subcommittee Reports**

a) **Policy Subcommittee:** Nothing to report

b) **Transportation Subcommittee:** LDB: How will LM be informed of meetings and bussing issues? JB: Rowe will probably be contacted separately about any transportation or bussing issues as Rowe has its own contract.

c) **Negotiations Subcommittee:** No executive session this evening, but will go into executive session on Monday, June 23rd where we will have some important decisions to make. JL asked if he should be at that meeting. LDB said she didn't believe he needed to be there, but she will get him a copy of the contract and will get input from him. She asked if he could come at 5:30pm.

XIV. **Correspondence/Handouts:** See list below.

XV. **Audience of Citizens:** None

XVI. **Executive Session:** Not needed

XVII. **Next Meeting:** Thursday, June 19th meeting is cancelled. Next regular meeting is Monday, June 23rd at 5:30pm at town hall. Executive Session at 5:00pm that evening to discuss collective bargaining. LM will try to be there at 5pm, but may be late due to work schedule. LM will be away for the Monday, July 28th meeting.

XVIII. **Adjournment:** At 9:07pm LM made a motion to adjourn the meeting. SZ seconded the motion, and it passed unanimously (3/0/0).

Respectfully submitted by Ellen Miller,

Signature: _____

Lisa Danek-Burke, Chair

Date Approved: 7-28-14

Meeting Packet/Handouts:

- Agenda
- Minutes: March 20, April 24, May 7, May 12
- CES New Articles of Agreement
- MASC letter re SchCom Policy Authority to Establish PARCC or MCAS testing
- Budget Transfer for tuition costs
- Principal's Report June 10, 2014
- Superintendent's Report and Transition Action Plans
- FY2015 NBSU Expenses
- FY2014 Operating Statement – May 31, 2014

- Dir. of Pupil Personnel Services Report – June 2014
- Dir. of Curriculum and Assessment Report – June 2014
- May 7, 2014 letter from Lisa Miller RSC to Ivy Palmer, HRSDSC
- Recorder article "Rowe OKS school budget" 5-13-2014
- SF & West County Independent article "Rowe School capital campaign seeks donations for new facility" 5-23-2014