MEETING MINUTES – FY2015
Rowe School Committee
Monday, December 22, 2014 – 5:30pm - Rowe School

Present: Lisa Danek-Burke (LDB), Lisa Miller (LM), and Susie Zavotka (SZ)
Also Present: Supt. Jon Lev (JL), Business Manager Carrie Garivaltis (CG), Principal Bill Knittle (BK), Ellen Miller (EM)
Audience: Laurie Pike, Judy Pierce, Patricia Tierney, Cindy Laffond, Susan Gleason

1. **Call to Order**: Chair Lisa Danek-Burke called the meeting to order at 5:34pm.

2. **Minutes:**
   a) **October 27, 2014:** LM made a motion to accept the Oct 27, 2014 meeting minutes as submitted. SZ seconded motion; passed unanimously (3/0/0).
   b) **December 1, 2014:** LM made a motion to accept the Dec 1, 2014 meeting minutes as submitted. SZ seconded motion; passed unanimously (3/0/0).
   c) **December 3, 2014:** SZ made a motion to accept the Dec 3, 2014 meeting minutes as submitted. LDB seconded motion; motion passed (2/0/1). LM abstained as she was absent from the meeting due to work schedule.

3. **Audience of Citizens:** No comments.

4. **Principal's Report:**
   a) **New Student:** A new school choice student (from Hawlemont) was added in the 2nd grade. As there were still openings in this class as declared last spring, both the principal and classroom teachers supported the addition of this student. This brings total enrollment to 68 students. LDB asked that enrollment information by grade be presented at the next meeting.
   b) **Report Card:** The new report cards will not be ready for issuance in January. They'll be ready for next year. Making standards more readable for parents. Grading on 12 anchor skills accompanied by narratives.
   c) **Cultural Study:** Finished Ghana program with a performance on Dec 12th. Each class participated in 3 pieces—dancing, singing & drumming. The program was very successful.
   d) **PARCC:** After vacation Graham Coterwas will work with grades 3, 4, 5 and 6 on PARCC practice, including keyboarding on the ChromeBooks.
   e) **AmeriCorps:** After vacation the AmeriCorps members will be starting a free after school program on Tuesdays for 1 hour. A variety of activities will be held outdoors (weather permitting) or indoors.
   f) **Skiing:** The winter skiing program at Berkshire East will be held four (4) Thursdays: Jan 8, 15, 22 & 29.
   g) **All School Meetings:** We're about to have our first All-School Meeting run by a class tomorrow. These meetings have been adult driven so far. The Primary class will run the entire meeting which will be held in the lobby. They have chosen what they want to show the rest of the school, they'll be doing school announcements, reading a book that they've written as a class, sharing, etc.
   h) **Holiday Sing-a-long:** Music teacher Mr. Crean will lead an all-school Holiday Sing-A-Long tomorrow at 2:15pm following the All School Meeting. Parents and community members are welcome.
   i) **Weather Station:** Via a grant from National Grid we now have a live weather station. A tablet on the wall in library is connected to a weather station installed in front of the point of the gymnasium roof. This links to the National Weather Service. We will get a link out to the community and will also make it available via the school's website www.roweshool.org. This was completely paid for by National Grid. National Grid gets the data they need, and the school gets educational information they can use for science classes.
   j) **Professional Learning Days:** On Jan 7th a company called "Track My Progress" will present their online evaluator tool to assess students in both reading and ELA. On Jan 28th we will attend a presentation at the Florida school on DDMs (District Determined Measures) which are becoming a part of the Educator Evaluation System. Each educator has to have two DDMs of student progress. JL added that Damien Douglas from the educational collaborative will lead this session.

k) **Notification System:** It seems to be working now. Calls are going out.

l) **Heating System:** Issues seem to be resolved now. There was an electrical issue that was causing all of the air handler units on one side of the building to trip a breaker just about every day for 2 weeks.

m) **Doors:** Everything seems to have been fixed except inside right hand front door. The construction company is getting a representative from the door installers and some hardware people to come and look at the problem.

n) **Exterior Flashing:** Flashing around the gym that had been falling off has been fixed.

o) **Air Handlers:** SZ stated that air handlers are having problems with low voltage. Hopefully National Grid can fix this.

p) **Dishwasher:** Having some problems with the dishwasher. Hobart was here today. Hopefully problem is fixed.

5. **Financial Statement:** FY2015 statement as of Dec 22nd was presented. Will discuss with FY16 budget discussion.

6. **Superintendent's Report:**

a) **Old Computers at Fire Station:** The Rowe selectmen emailed LDB about the disposition of old school computers at the Fire Station (FS). JL had BK check it out. There are no old school computers there, but there are some SmartBoards and projectors. SZ stated that this equipment (along with school items in the Soule barn) was officially turned over to the School Building Committee (SBC) for disposition. They were all considered a loss as part of the insurance claim. Due to the high cost of projector lamp replacement (about $350 each), their value may be limited. There is a possibility that another town department (Fire Station?) may want a board and projector, or perhaps another school could use them. JL said this had been discussed earlier, and it was felt that other schools would not be in the market for old equipment. The SBC will discuss the equipment under their purview. SZ did state that there are some old school desks at the FS that were put there by a previous School Committee (SC) prior to the Aug 2012 fire. Their disposition is under the purview of the SC. BK estimates there are at least a couple dozen desks there. LDB will follow up with the selectmen on the matter, letting them know there are no computers at the FS. LDB requested that the disposition of the other school items at the FS be put on the agenda for the next SC meeting, and that information on the proper procedure for disposal of the equipment be presented.

b) **FY2015 Budget:** Budget vs. Actual through Dec 22nd was presented. CG and JL met with BK to discuss the budget. The principal is a lot more hands-on with the budget than in the past. Investigated the items that had been over budget in the report presented at the last meeting.

- **9100 – Tuition:** The school tuition line was to be broken out between Mohawk and Tech. CG will break them out as follows:

Mohawk:	(24) students @ $11,000 =	$ 264,000
Tech:	(5) students @ $17,000 =	$ 85,000
	TOTAL:	**$ 349,000**

LDB stated that we have to keep track of the tuition enrollments throughout the year. Students can move between the two schools, and/or move out of the district which will impact the budget. The actual Mohawk tuition is $11,044 this year, rather than the $11,000 budgeted, so there could be a shortfall there.

- **One-Time Purchases:** SZ said it would be helpful to know the amounts spent for one-time purchases this year from the regular budget as replacements for items destroyed in the fire, so that these amounts can be deducted when determining budget levels for FY16. BK stated there are other one-time purchases that should be deducted as well; i.e., the $10,555 for Redeker. JL and BK confirmed that these items are being taken out. LDB asked if another column identifying these items could be added.
- **Questions:** JL stated that anyone with questions should feel free to email them at any time.

c) **Capital Improvement Plan:** JL asked that discussion on this be moved to next month's meeting. They are not prepared to discuss a 10-year plan at this time. LDB stated that that was fine, but asked if there are any items that are going to be asked for in FY16. JL said one item would be some textbooks. BK said that perhaps the lawn tractor should be traded in and replaced with a larger machine, as the current machine is not large enough for the task. He will provide details at the next meeting.

d) **School Choice Policy:** The changes recommended by the attorneys were incorporated. The second reading was presented this evening. Item 3: May 1st was changed to no later than June 1st. JL stated that per DESE policy he has to inform them by June 1st as to what School Choice seats are declared open. This puts the dates

in sync. SC can make decision earlier than June 1st—but no later than June 1st. As discussed at previous meeting, Item 4 was removed. LM made a motion to accept the Rowe School *School of Choice Policy* as presented. SZ seconded the motion; motion passed unanimously (3/0/0). A final version showing approval date and removing "Draft 10/27/2014" will be put in packets for next meeting, and an official copy will be placed in the policy book(s).

e) **School Use Policy:** LDB stated that at the school attorney's recommendation she forwarded the draft policy to the Selectboard chair for review by the town's insurance company to see what type of coverage there is. The insurance company (MIIA) provided a release form for individuals that is to be signed by *Participant.* There are still some questions as to who needs to sign this form. Also, this form states that it is for "...programs of the Town." What if the use if for a private event; i.e., a birthday party? Would all attendees need to sign this form? JL will get clarification from the attorney and report at the next meeting.

f) **FY2016 Preliminary Budget:** Latest draft was presented. CG will make the total lines clearer. The proposed numbers are based on projected needs for level services. LDB asked if a % change column could be added, at least for the total lines. SZ stated that she thinks the spreadsheet is very readable and easy to follow. JL stated that personnel, transportation and tuitions are the big items. We know the personnel piece (salaries, wages, staff, etc.). Small items may be a little more difficult since we have a new school. It will be a guessing game for the next few years.

- **Transportation:** Numbers are needed. 5-year contract given to JL does not have this information. CG will contact Kuzmeskus for this information.
- **Middle/High School Enrollment/Tuitions**: CG will get the student roster for middle and high school. LDB stated that most effective way to get the Tech school estimated enrollment is to contact the Mohawk guidance counselor. JL stated that at this point they are using this year's tuition figure until better numbers are known. LDB stated that for budgeting purposes at this point we will need to get from Mohawk an estimate of next year's tuition rate

LDB stated that we haven't gotten any notice from the Finance Committee or Selectboard as far as meeting dates are concerned. They are looking for a budget already, but we aren't ready to send it out. JL stated that he feels very safe in saying that we will be level funded. SZ: I think the Finance Committee is also very interested in coming up with a 5-year capital improvement plan. LDB stated that information should be presented to the School Committee first before being disseminated to the town. The next SC meeting is at the end of January. Perhaps we'll need to schedule a budget meeting to work on this.

JL stated that the town meeting appropriation for FY15 was $1,454,600. The preliminary FY16 budget at this point is $1,424,955—a decrease of $29,645 or roughly 2%. Although the FY15 ATM appropriation is $1,454,600, the actual expenditure is currently projected to be $1,402,894—which would give us a surplus of $22,061 at the end of FY15. The last page of the budget worksheet will be clarified to show this information. It was agreed that in order to keep the SC members up to speed JL and CG will send updated spreadsheets to them periodically rather than waiting for the next regular meeting.

7. **Report of the Chair:**

a) **Vendor and Payroll Warrants:** Sue Gleason stated that the next round of warrants will need signing on Wednesday, December 31st. The Selectboard members are meeting at 1pm that day to sign the warrant. Going forward for signing warrants JL stated that Traci Barnes will be given a key to the NBSU front hallway where she can pick up the warrants on Thursday evening or Friday morning to bring them to the school Friday mornings. The warrants will be at the school all day Friday, all weekend, and Monday morning for review/signing. They will be brought to the town hall Mondays at noon. Once at the town hall additional signature sheets are added that need signing. Both LM and SZ said they have had trouble tracking down the warrants for signing. A better system needs to be found. LDB said it's also been confusing because there are multiple warrants that need signing. There used to be only two—one vendor warrant and one payroll warrant. She had asked Janice to put the school warrants in separate folders or to at least put flags on all of the documents needing SC signatures.

The SC then asked Sue Gleason why they are being asked to sign a town payroll warrant along with the Selectboard after they have already signed the school payroll warrant. Sue stated she is not sure why, but the Accountant or Treasurer have asked for this. She will inquire about this. Other town departments that have payroll do not sign off on this sheet. She stated that the School Committee is a big deal committee with a big deal budget, and she is certain that is why they are asking for the School Committee members' signatures. LDB added that the timing is difficult because there is only a small window on Wednesdays before the 3pm Selectboard meeting to sign the documents that are prepared there. LM added that she cannot get there at all on Wednesdays.

LM asked if the warrants can be passed around during the SC meeting for review/signature. She knows of other committees that review/approve them this way. LDB thought that perhaps time could be set aside at the beginning of each meeting to take care of this.

LDB reminded CG that a column with account numbers was to be added to the warrant cover sheets. CG will take care of this. CG will also email warrants to SC members so they can review them ahead of time.

LDB asked about an item on the warrant that was supposed to come from a Cultural Council grant. BK stated that the school has to pay for the item up front, and then the school will be reimbursed by the Rowe LCC.

LDB stated that there were some sheets at the town hall for Rowe School's share of health insurance costs for the Mohawk employees that work part-time for Rowe School. These costs should be paid from the school budget. These employees are on Mohawk's health insurance plan, not on the Town of Rowe's plan. Rowe School reimburses Mohawk for Rowe School's share.

b) **FY16 Superintendent/Central Office Services:** SZ presented a *Criteria for Evaluating School District Choice* (draft dated 12/19/14). She had BK review it for wording. She attempted to make it as non-biased as possible. Does it cover everything we want to cover? Who should we ask to comment? Who is involved ultimately? Should it be a public evaluation? JL said it is a very good form. His problem is that he thinks that if they really want to make an informed decision it will be difficult as we're only 6 months into the school year. It is impossible to judge at this point. There are so many things that are in process. A year from now you could make better judgments. SZ stated that she has that concern also. She appreciates JL's remarks. She thinks that by putting something like this together it gives the SC the opportunity to say do we want to look at this now—or should we put it off until May? SZ would like the SC to do something so that they can make a report to the community—perhaps at the town meeting, because there were some concerns expressed by members of the community. Also, it's a useful tool. We don't need to talk at length about this tonight, but we need to decide when we would use this and how it would be used. The first page gives a description of the evaluation points 1-4. The first two columns on pgs. 2-5 are for numeric evaluations of both the Mohawk Central Office and the NBSU Central Office. It is important that the last 2 columns on pgs. 2-5 be used for narrative comments supporting the evaluations. SZ asked that the members review this for discussion at the January meeting. LDB asked JL how he is evaluated presently by the NBSU. He said the same DESE evaluation process used for teachers and principals is used for superintendents.

c) **Rowe Joining Mohawk 7-12:** LDB stated that the minutes of the Dec 3rd meeting at Mohawk are in the packet. At that meeting the Mohawk Budget Subcommittee voted to recommend to the full Mohawk School Committee that Rowe be officially invited to join the Mohawk 7-12 District. Subsequently, the Mohawk School Committee at their Dec 10th meeting voted to invite Rowe back into the Mohawk district as a Grade 7-12 member town. Russ Dupere gave wording to LDB for a motion that the Rowe SC should use to act on this matter. He is also providing language for a town meeting article. If we vote to move ahead then we will start drafting changes to the regional agreement that will have to be voted on by the other towns. LDB reached out to the Rowe Selectboard chair who asked LDB to attend their Dec 17th meeting to brief them. She stated that at that meeting the selectmen were really supportive. Walt Quist asked for some kind of a briefing paper for town residents for town meeting—giving a brief history and economics, and reasons for moving forward

with this. Supt. Buoniconti let LDB know that he and the Mohawk business manager would be happy to come to Rowe and review the numbers and the procedure for townspeople. The selectmen were interested in being a part of this via a joint meeting. They asked that the SC set a meeting date and they will make sure to attend.

LM asked about the costs—tuition vs. being a member town. Both LDB and SZ stated that there are no numbers to compare now. It is too early to determine the FY16 costs. LM said we have three options as she sees it: 1) do nothing, 2) re-do regional agreement so that the tuition calculation formula more accurately or fairly reflects costs, or 3) rejoin the 7-12 district. Mohawk did calculate a break-even tuition rate of $13,422 for Rowe based on this year. So comparing that to our current rate of $11,044/student then it would cost more to join the Mohawk district. SZ said that she got a strong feeling from the members present that if we do not vote to join Mohawk that they will raise the tuition. However, this can only be done if the regional agreement is changed. If Rowe votes to join MTRSD 7-12 then two Rowe residents would be voted by townspeople to be on the Mohawk School Committee. These elected positions would require a Rowe by-law change. SZ stated that she agrees with LM that Mohawk should be able to come up with the tuition costs and member town costs for Rowe so that the town can make an informed decision.

SZ made a motion that the Rowe School Committee hereby supports and recommends that a warrant article be presented at Town Meeting to provide for Rowe to join the Mohawk Trail Regional School District in grades 7-12. LDB seconded the motion. LM stated that she was sorry she could not attend the Dec 3rd meeting due to her work schedule. She would be more comfortable after being able to digest some of the numbers. LM would like to know what the tuition rate might be for next year under the current agreement and what the tuition rate might be for next year if the regional agreement tuition calculation formula were changed. LDB said that she will bring those questions back to the business manager. She feels that we should be able to get those numbers for discussion at the next SC meeting. The motion passed two in favor (LDB and SZ) and one abstention (LM) – (2/0/1).

d) **Mohawk Long Range Planning:** LDB reported that the Mohawk Long Range Planning Committee is giving a presentation in the Mohawk cafeteria on Jan 21st at 7pm.

8. **Unfinished Business:**
   a) **Mohawk Youth Baseball League:** No updates. No action.
   b) **Facilities Systems Representative:** No updates. No action.
   c) **Pine Boards:** No updates. No action.
   d) **Classified Sick Bank:** Information has been provided by Barbara Griffin. No documents have signatures. Are these drafts? Are there any documents that have been signed? Need more information.

9. **New Business:**
   a) **Capital Improvement Plan:** See Item 6.c) above.
   b) **Criteria/Evaluation of Superintendent Services:** See Item 7.b) above.
   c) **Part Time Cafeteria Assistant:** A Dec 1st email was received from the Cafeteria Manager requesting assistance in the kitchen for approximately 1.5 hours per day (20-30 minutes after breakfast and 1 hour after lunch). She tries to serve hot breakfast 4 out of 5 days per week. She has gone from 18-20 children eating cold breakfast in the old school to 29-35 children eating hot breakfast in the new school. It would be 7.5 hours per week at approximately $9.00/hour for roughly $70/week. LDB and LM would like to have more accurate numbers. LM suggested that meal counts be added to the principal's report as is done in some other schools. JL stated that Clarksburg has 2 assistants that work from 9am to 1pm and Florida has one assistant. More information will be provided for discussion at next meeting.
   d) **E-Rate Award for 2014-15 School Year:** Notice dated 12-3-14 was received from O'Neal Consulting that we have been awarded $20,593.72 in E-rate funding for the 2014-15 school year. This represents future savings of approximately 80% off of our projected yearly telecommunications expenditures. The next step is the filing of Form 486 which O'Neal will handle for the school.

10. **Action Items:** See Item 7.c) above—Rowe Joining Mohawk 7-12

11. **Next Meeting:** Monday, January 26 at 5:30pm.

12. **Subcommittee Reports:** None

13. **Executive Session:** None

14. **Adjournment:** LM made motion to adjourn meeting at 8:32pm. SZ seconded motion; passed unanimously (3/0/0).

Respectfully submitted by Ellen Miller,

Signature: _____
Lisa Danek-Burke, Chair

Date Approved: Feb 23, 2015

Correspondence/Handouts:

- Agenda
- Minutes: Oct 27, 2014; Dec 1, 2014; Dec 3, 2014
- Principal's Report – dated 12-22-14
- FY2015 P&L Budget vs. Actual as of 12-22-14
- School Choice Policy – "Second Read" 12-22-14
- School Use Policy – MIIA Release Form
- FY2016 Preliminary Budget – 12-22-14
- Criteria for Evaluating School District Choice 12-19-14
- M. Buoniconti 12-11-14 email re Mohawk Vote to Invite Rowe to Join MTRSD
- Recorder article 12-9-14 *"Mohawk may ask Rowe to join 8-town district"*
- Recorder article 12-13-14 *"Mohawk invites Rowe to rejoin district"*
- Calculation used to establish Rowe tuition rate 12-2-14
- Rowe tuition calculation proposal 12-2-14
- Sick Bank documentation from Barbara Griffin 1997, 1998, 2001
- Cafeteria Manager 12-1-14 email re Help in the Kitchen
- O'Neal Consulting 12-3-14 notice re E-Rate award
- Patricia Tierney 12-2-14 email re NBSU support
- Teacher feedback 12-4-14 re NBSU PD at Rowe School

Adopted 12/22/2014

Rowe School
School Of Choice Policy

It is the policy of The Rowe School to admit non-resident students under the terms of the Inter-district School Choice Law (referenced below).

1. The Rowe School Committee (the Committee) votes annually on the decision whether to continue to be a school choice receiving district. If consideration is being given to withdraw from the provision of the choice law, the Committee shall hold a public meeting by June 1st to review this decision.

2. The Committee reserves the right to designate a maximum number of available school choice seats for an upcoming year. The number of school choice seats available will be based on the current and/or projected number of students in each multi-grade classroom.

3. The number of school choice seats available will be declared by the School Committee no later than June 1st of every year.

4. Any sibling of a school choice student already attending the Rowe School shall receive priority for admission.

5. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religion, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language. The selection of non-resident students for admission shall be in the form of a random drawing when the number of requests exceeds the number of available spaces. If such a random drawing is required it shall take place prior to July 1st. If an additional drawing is required it shall take place prior to November 1st.

6. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from Rowe Elementary School except if there is a lack of funding of the program.

LEGAL REFS.: M.G.L. Title XII, 71:6; 71:6A; 76:6; 76:12; 76:12B
BESE Regulations 603 CMR 26:00

ROWE SCHOOL COMMITTEE MEETING AGENDA

Monday, December 22, 2014
5:30pm at the Rowe School
Rowe, MA

I. **Call to order**

II. **Approval of Minutes:** Minutes from October 27, 2014, December 1, 2014, and December 3, 2014

III. **Audience of Citizens:**

IV. **Principal's Report:** Principal Bill Knittle will be present to discuss pertinent items and concerns relative to staffing, physical plant, programs, and overall operations of the Rowe School.

V. **Financial Statement:** An FY15 Financial Statement dated July 1, 2014 through December 14, 2014 was included in packets.

VI. **Superintendent's Report:**

- A. School Computers at Fire Station
- B. FY 15 Budget
- C. Capital Improvement Plan
- D. School Choice policy
- E. FY 16 Budget

VII. **Report of the Chair:**

- A. Warrants
- B. FY 16 Superintendent/Central Office services
- C. Rowe joining Mohawk 7-12

VIII. **Unfinished Business:** Mohawk Youth Baseball League, Facilities Systems Representative, Pine Boards, Classified Sick Bank, Payroll Questions

IX. **New Business:**

- A. Capital Improvement Plan
- B. Criteria/Evaluation Superintendent Services
- C. Part Time Cafeteria Assistant

X. **Action Items:**

- A. Motion: The Committee hereby supports and recommends that a warrant article be presented at Town Meeting to provide for Rowe to join the Mohawk Trail Regional School District in grades 7-12.

XI. **Subcommittee Reports:**

- A. Policy - School of Choice Policy, Use of Facilities Policy
- B. School Building Committee
- C. Transportation
- D. Negotiations/Personnel

XII. **Executive Session:** If necessary

XIII. **Adjournment**

Correspondence/ Handouts:

School of Choice Policy
Updated Financial Statement
October 27, 2014, December 1, 2014, and December 3, 2014, Minutes
Correspondence from Cafeteria Manager
Sick Leave Bank Information
2 Letters from Staff to School Committee Members
Email from Mohawk Superintendent to Lisa Danek Burke, December 11, 2014
Greenfield Recorder Article, December 9, 2014 "Mohawk may ask Rowe to join 8-town district"
Greenfield Recorder Article, December 13, 2014 "Mohawk invites Rowe to rejoin district"
Principal's Report
Facilities Use Liability Release Form

Rowe Elementary School – Principal's Report
School Committee Meeting – December 22, 2014

Academics:

- New Student
- Report Cards
- Cultural Study - Ghana
- PARCC - Graham

School Based Activities:

- Americorps members - after school
- Skiing
- All School meetings

Building, Staffing and Professional Development/Training:

- Professional Learning Days - 12/17 - Ed. Eval, 1/7 - Track My Progress, 1/28 - DDMs
- Notification system
- Heating, Doors, Flashing,

School Calendar:

December
23 - Tuesday, Afternoon Activities, 12:30-2:25, All School Meeting and Holiday Sing-Along, 2:30-2:55
January
5 - Monday, First day back from the Holiday break
7 - Wednesday, Professional Learning Day
8 - Thursday, First day of Skiing!
12 - Monday, After-school Faculty Meeting for January, 3:30
19 - Monday, No school, MLK holiday
28 - Wednesday, Professional Learning Day

Rowe Elementary School – Principal's Report
School Committee Meeting – December 22, 2014

Academics:

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11:19 AM
12/15/14
Accrual Basis

Rowe Pub School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
1110 · School Committee				
1110112 · Salary	750.00	1,800.00	-1,050.00	41.67%
1110116 · Advert/Bids/Print	1,213.10	3,425.00	-2,211.90	35.42%
Total 1110 · School Committee	1,963.10	5,225.00	-3,261.90	37.57%
1210 · Superintendent's Office				
1210111 · Superintendent	8,353.67	16,707.00	-8,353.33	50.0%
1210112 · Clerical Salaries	5,558.55	11,598.00	-6,039.45	47.93%
1210115 · Office Supplies	21.67	300.00	-278.33	7.22%
1210116 · Other Expense	2,597.50	3,327.00	-729.50	78.07%
121A116 · Travel Out of District	69.90	336.00	-266.10	20.8%
Total 1210 · Superintendent's Office	16,601.29	32,268.00	-15,666.71	51.45%
1400 · Finance and Admin Services				
1430 · Legal Services				
1430114 · Contracted Services	1,375.00	3,600.00	-2,225.00	38.19%
Total 1430 · Legal Services	1,375.00	3,600.00	-2,225.00	38.19%
1450 · Administrative Technology				
1450111 · Administrative Tech Salary	0.00	0.00	0.00	0.0%
1450115 · Supplies	0.00	120.00	-120.00	0.0%
1450116 · Other	0.00	203.00	-203.00	0.0%
Total 1450 · Administrative Technology	0.00	323.00	-323.00	0.0%
Total 1400 · Finance and Admin Services	1,375.00	3,923.00	-2,548.00	35.05%
2110 · Supervisory - Special Education				
2110111 · Admin of Special Education	6,137.43	12,275.00	-6,137.57	50.0%
2110112 · Secretary	903.68	2,058.00	-1,154.32	43.91%
2110114 · Sped Medicaid Filing Fees	0.00	1,500.00	-1,500.00	0.0%
2110115 · Supplies	101.85	375.00	-273.15	27.16%
2110116 · Other	67.47	525.00	-457.53	12.85%
211A116 · Travel	114.00	203.00	-89.00	56.16%
Total 2110 · Supervisory - Special Education	7,324.43	16,936.00	-9,611.57	43.25%

Rowe Pub School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2200 · School/Building Leadership				
2210 · School Leadership				
2210111 · Principal	36,792.00	79,719.00	-42,927.00	46.15%
2210112 · Principal's Secretary	17,043.74	34,470.00	-17,426.26	49.45%
2210115 · Principal's Supplies/contracts	1,787.75	2,000.00	-212.25	89.39%
2210116 · Principal's Other	222.48	1,050.00	-827.52	21.19%
221011A · Principal's Travel	461.52	1,000.00	-538.48	46.15%
Total 2210 · School Leadership	56,307.49	118,239.00	-61,931.51	47.62%
2220 · Curriculum Leader				
2220115 · Salaries	134.62	2,100.00	-1,965.38	6.41%
Total 2220 · Curriculum Leader	134.62	2,100.00	-1,965.38	6.41%
2250 · Principal's Technology				
2250115 · Supplies	918.10	2,000.00	-1,081.90	45.91%
2250116 · Other	10,555.75	2,000.00	8,555.75	527.79%
Total 2250 · Principal's Technology	11,473.85	4,000.00	7,473.85	286.85%
Total 2200 · School/Building Leadership	67,915.96	124,339.00	-56,423.04	54.62%
2300 · Instruction - Teaching Services				
2305 · Teachers - Classroom				
Teachers - Regular	142,782.64	370,510.00	-227,727.36	38.54%
Total 2305 · Teachers - Classroom	142,782.64	370,510.00	-227,727.36	38.54%
2310 · Teachers - Specialists				
Salaries	15,883.31	53,639.00	-37,755.69	29.61%
Total 2310 · Teachers - Specialists	15,883.31	53,639.00	-37,755.69	29.61%
2320 · Medical Therapeutic Services				
2320111 · Speech/ OT/ PT Salaries	9,250.07	25,280.00	-16,029.93	36.59%
Total 2320 · Medical Therapeutic Services	9,250.07	25,280.00	-16,029.93	36.59%

Rowe Pul School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2325 · Substitutes				
2325113 · Salaries	3,085.76	3,720.00	-634.24	82.95%
Total 2325 · Substitutes	3,085.76	3,720.00	-634.24	82.95%
2330 · Teacher Aides				
2330113 · Salaries	24,067.91	53,805.00	-29,737.09	44.73%
Total 2330 · Teacher Aides	24,067.91	53,805.00	-29,737.09	44.73%
Total 2300 · Instruction - Teaching Services	195,069.69	506,954.00	-311,884.31	38.48%
2340 · Library				
2340113 · Librarian Salary	2,621.49	10,606.00	-7,984.51	24.72%
2340115 · Library Supplies	0.00	1,000.00	-1,000.00	0.0%
Total 2340 · Library	2,621.49	11,606.00	-8,984.51	22.59%
2350 · Professional Developement				
2357 · Prof Development Expenses				
2357115 · Supplies	32.97	300.00	-267.03	10.99%
2357116 · Other	3,926.32	3,250.00	676.32	120.81%
Total 2357 · Prof Development Expenses	3,959.29	3,550.00	409.29	111.53%
Total 2350 · Professional Developement	3,959.29	3,550.00	409.29	111.53%
2400 · Instructional Materials & Equip				
2410 · Texts and related materials	6,754.20	5,750.00	1,004.20	117.46%
2430114 · Contract serv/Tools of Mind	0.00	2,500.00	-2,500.00	0.0%
2430115 · General Classroom Supplies/ Reg	7,834.95	7,500.00	334.95	104.47%
243011S · Class Room Supplies Sped	3,648.50	1,000.00	2,648.50	364.85%
2451 · Instructional Tech				
2451112 · Instructional Tech Stipend	0.00	500.00	-500.00	0.0%
2451113 · Instructional Tech Salary	1,196.64	3,889.00	-2,692.36	30.77%
2451114 · Tech Utilities	1,239.71	2,500.00	-1,260.29	49.59%
2451115 · Instruction Tech Supplies	5,131.58	2,500.00	2,631.58	205.26%
2451116 · Instructional Tech Other	2,758.73	3,600.00	-841.27	76.63%
Total 2451 · Instructional Tech	10,326.66	12,989.00	-2,662.34	79.5%
Total 2400 · Instructional Materials & Equip	28,564.31	29,739.00	-1,174.69	96.05%

Rowe Pul School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2440 · Instructional Service, Other				
2440113 · Instructional Field Trip Transp	0.00	2,900.00	-2,900.00	0.0%
2440115 · Instructional Summer Tutoring	2,622.13	4,500.00	-1,877.87	58.27%
2440116 · Instructional Field Trip Other	4,100.52	10,970.00	-6,869.48	37.38%
Total 2440 · Instructional Service, Other	6,722.65	18,370.00	-11,647.35	36.6%
2700 · Guidance Counseling and Testing				
2710 · Guidance				
2710111 · Salaries	3,965.52	13,011.00	-9,045.48	30.48%
2710 · Guidance - Other	0.00			
Total 2710 · Guidance	3,965.52	13,011.00	-9,045.48	30.48%
Total 2700 · Guidance Counseling and Testing	3,965.52	13,011.00	-9,045.48	30.48%
3200 · Health Program				
3200115 · Supplies	2,393.21	2,000.00	393.21	119.66%
320A111 · School Nurse	24,839.79	71,133.00	-46,293.21	34.92%
Total 3200 · Health Program	27,233.00	73,133.00	-45,900.00	37.24%
3300 · TRANSPORTATION				
3300113 · Transportation/ Late Bus	3,672.00	15,000.00	-11,328.00	24.48%
3300114 · Bus Contracts - Elementary	27,735.00	54,450.00	-26,715.00	50.94%
330A114 · Bus Contracts - Mohawk/Tech	5,445.00	54,450.00	-49,005.00	10.0%
Total 3300 · TRANSPORTATION	36,852.00	123,900.00	-87,048.00	29.74%
3400 · Food Services				
3400114 · Staff	8,397.07	17,853.00	-9,455.93	47.04%
3400115 · Supplies	2,796.35	7,500.00	-4,703.65	37.29%
Total 3400 · Food Services	11,193.42	25,353.00	-14,159.58	44.15%
4000 · Operation and Maint of Plant				
4110 · Custodial Services				
4110113 · Salaries	13,728.80	33,714.00	-19,985.20	40.72%
4110115 · Supplies	877.18	5,000.00	-4,122.82	17.54%
4110116 · Travel	17.99			
Total 4110 · Custodial Services	14,623.97	38,714.00	-24,090.03	37.77%

11:19 AM
12/15/14
Accrual Basis

Rowe Pub School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
4120 · Fuel				
4120116 · Appropriation	0.00	8,000.00	-8,000.00	0.0%
Total 4120 · Fuel	0.00	8,000.00	-8,000.00	0.0%
4130 · Utilities				
4130116 · Telephone	1,916.51	3,000.00	-1,083.49	63.88%
413A116 · Electricity	3,409.12	10,000.00	-6,590.88	34.09%
Total 4130 · Utilities	5,325.63	13,000.00	-7,674.37	40.97%
4210 · Maintenance of Grounds				
4210116 · Appropriation	0.00	600.00	-600.00	0.0%
Total 4210 · Maintenance of Grounds	0.00	600.00	-600.00	0.0%
4220 · Maintenance of Buildings				
4220115 · Supplies	491.05	2,500.00	-2,008.95	19.64%
4220116 · Other	1,764.12	3,400.00	-1,635.88	51.89%
Total 4220 · Maintenance of Buildings	2,255.17	5,900.00	-3,644.83	38.22%
4230 · Maintenance of Equipment				
4230116 · Local	267.25	3,000.00	-2,732.75	8.91%
423A116 · Union	45.14	758.00	-712.86	5.96%
Total 4230 · Maintenance of Equipment	312.39	3,758.00	-3,445.61	8.31%
Total 4000 · Operation and Maint of Plant	22,517.16	69,972.00	-47,454.84	32.18%
5200 · Employee Benefits				
5200116 · Medical	3,797.51	11,521.00	-7,723.49	32.96%
Total 5200 · Employee Benefits	3,797.51	11,521.00	-7,723.49	32.96%
7300 · Improvement of Equipment				
General - Local	0.00	0.00	0.00	0.0%
General - Union	0.00	374.00	-374.00	0.0%
Total 7300 · Improvement of Equipment	0.00	374.00	-374.00	0.0%
7400 · Replacement of Equipment				
740A116 · Appropriation - Union	0.00	876.00	-876.00	0.0%
Total 7400 · Replacement of Equipment	0.00	876.00	-876.00	0.0%
9100 · Tuition				
9100.6A · Middle School & High School	143,572.00	349,000.00	-205,428.00	41.14%
Total 9100 · Tuition	143,572.00	349,000.00	-205,428.00	41.14%
Total Expense	581,247.82	1,420,050.00	-838,802.18	40.93%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1, 2014 through December 14, 2014

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2440 · Instructional Service, Other				
2440113 · Instructional Field Trip Transp	0.00	2,900.00	-2,900.00	0.0%
2440115 · Instructional Summer Tutoring	2,622.13	4,500.00	-1,877.87	58.27%
2440116 · Instructional Field Trip Other	4,100.52	10,970.00	-6,869.48	37.38%
Total 2440 · Instructional Service, Other	6,722.65	18,370.00	-11,647.35	36.6%
2700 · Guidance Counseling and Testing				
2710 · Guidance				
2710111 · Salaries	3,965.52	13,011.00	-9,045.48	30.48%
2710 · Guidance - Other	0.00			
Total 2710 · Guidance	3,965.52	13,011.00	-9,045.48	30.48%
Total 2700 · Guidance Counseling and Testing	3,965.52	13,011.00	-9,045.48	30.48%
3200 · Health Program				
3200115 · Supplies	2,393.21	2,000.00	393.21	119.66%
320A111 · School Nurse	24,839.79	71,133.00	-46,293.21	34.92%
Total 3200 · Health Program	27,233.00	73,133.00	-45,900.00	37.24%
3300 · TRANSPORTATION				
3300113 · Transportation/ Late Bus	3,672.00	15,000.00	-11,328.00	24.48%
3300114 · Bus Contracts - Elementary	27,735.00	54,450.00	-26,715.00	50.94%
330A114 · Bus Contracts - Mohawk/Tech	5,445.00	54,450.00	-49,005.00	10.0%
Total 3300 · TRANSPORTATION	36,852.00	123,900.00	-87,048.00	29.74%
3400 · Food Services				
3400114 · Staff	8,397.07	17,853.00	-9,455.93	47.04%
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Total 3400 · Food Services	11,193.42	25,353.00	-14,159.58	44.15%
4000 · Operation and Maint of Plant				
4110 · Custodial Services				
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4110116 · Travel	17.99			
Total 4110 · Custodial Services	14,623.97	38,714.00	-24,090.03	37.77%

ROWE ELEMENTARY SCHOOL

86 Pond Road
Rowe, MA 01367
E-mail: rclancy@k12.phast.umass.edu

Bob Clancy, principal
Voice: 413.339.8381
FAX: 413.339.8621

MEMO:
TO: School Committee
FROM: Bob Clancy
DATE: October 21, 1997
RE: Sick Bank for Support Staff

SC = 35 days
Fred D = OK

At the September 16, 1997 School Committee meeting a request was made by Gail May to the Committee regarding the start of a "Sick Bank". The request was the first time the Committee had heard it and was passed to me to investigate further. The Committee did feel that it was a reasonable request and that the request was looked at in a favorable light pending a more formal proposal.

The total number of employees eligible for use of the bank at this time totals seven, which includes full and part-time employees.

This is a DRAFT PROPOSAL that I have written for the support staff and school committee to review. I would expect that the school council review the final draft as well.

Proposal:
That the Rowe School Committee establish a Sick Bank for the support staff at the Rowe Elementry School. Said Sick Bank shall be setup as follows:

Sick Bank Policy

A. Sick Leave Bank Committee (hereinafter the BANK COMMITTEE) shall be established and shall manage a Sick Leave Bank. The BANK COMMITTEE shall receive applications for grants of sick leave from the Sick Leave Bank and shall render determinations respecting such grants of sick leave.

B. The BANK COMMITTEE shall consist of five (5) members: the Building Principal, one school committee member and one from each of the following support staff: aide, custodial/cafeteria, and office worker.

C. The Sick Leave Bank Committee shall provide grants of Sick Leave to those support staff employee who are disabled as a result of a prolonged or catastrophic illness or injury, and who have no remaining unused Sick Leave in their personal account. Such grants of sick leave from the Bank shall be made a majority vote of the Committee after the receipt of a written request from a support staff employee; the vote of the Committee shall be final.

D. The Sick Leave Bank Committee may not provide grants of Sick Leave totaling more than 180 days to any individual support staff employee during any five year period.

E. The Rowe School Committee has made a donation of XXXXX (XX) days to the Sick Bank upon its inception. The maximum accumulation of days in the Sick Bank shall not exceed the maximum of one hundred and eighty days.

F. In the event the total accumulated Sick Leave days in the bank is less than one half the allowable maximum accumulation, then each support staff employee shall be assessed one or two days of their personal entitlement of Sick Leave, and such assessment shall be by vote of the Sick Leave Committee but said Committee cannot assess more than two days of personal sick leave per support staff employee in any one school year.

G. Grants and assessments of sick leave from the Bank to Support Staff employees having less than a full-time assignment shall be by rule of the Sick Leave Bank Committee and as though such support staff employees had full-time assignments. However, a grant of sick leave for an employee having less than a full-time assignment shall provide for the payment of a per diem rate of pay prorated in accordance with the prorated pay policy for part-time support staff employees.

H. In the case of assessment of sick leave days of part-time employees by the committees for the purpose of crediting the Sick Leave Bank with additional sick leave days, the pro-rationing rule shall not apply and said employees' personal accumulated sick leave entitlement of sick leave shall be debited by one day for each (full) day credited to the bank.

I. Any unused sick leave remaining in the bank at the end of any school year shall automatically be carried over to the next school year.

J. **Membership is voluntary** for those currently employed: Membership must be decided in September of each school year *(or within thirty (30) calendar days of the banks' inception)*. Anyone who is currently employed by the Rowe Elementry School who chooses not to join the bank in the first year and then at a later date wishes to join can only do so at the signup in September and must buy into the bank by putting in a number of days equal to the number each employee has been required to put in from the date of the bank's inception and cannot draw from the bank during the first year of membership.

K. **Effective Date:** The effective date of this policy is XXXXXXX, 199X.

End of Draft Proposal

ROWE ELEMENTARY SCHOOL

86 Pond Road
Rowe, MA 01367
E-mail: rclancy@k12.phast.umass.edu

Bob Clancy, principal
Voice: 413.339.8381
FAX: 413.339.8621

Approved at the 12/16/98 Rowe School Committee Meeting.

Sick Bank:
That the Rowe School Committee has established a Sick Bank for the support staff at the Rowe Elementry School. Said Sick Bank shall be organized as follows:

Sick Bank Policy

A. Sick Leave Bank Committee (hereinafter the BANK COMMITTEE) shall be established and shall manage a Sick Leave Bank. The BANK COMMITTEE shall receive applications for grants of sick leave from the Sick Leave Bank and shall render determinations respecting such grants of sick leave.

B. The BANK COMMITTEE shall consist of six (6) members: the Building Principal, two school committee members and one from each of the following support staff: aide, custodial/cafeteria, and office worker.

C. The Sick Leave Bank Committee shall provide grants of Sick Leave to those support staff employees, and any school employee, including the principal, that are not covered by the teachers contract, who are disabled as a result of a prolonged or catastrophic illness or injury (incapacitation for consecutive periods of greater than two weeks with supportive medical documentation), and who have no remaining unused Sick Leave in their personal account. Such grants of sick leave from the Bank shall be made a majority vote of the Committee after the receipt of a written request from a support staff employee; the vote of the Committee shall be final.

D. The Sick Leave Bank Committee may not provide grants of Sick Leave totaling more than 180 days to any individual support staff employee during any five year period.

E. The Rowe School Committee has made a donation of five (5) days per sick bank member to the Sick Bank upon its inception. The maximum accumulation of days in the Sick Bank shall not exceed the maximum of one hundred and eighty days.

F. In the event the total accumulated Sick Leave days in the bank is less than one half the allowable maximum accumulation, then each support staff employee shall be assessed one or two days of their personal entitlement of Sick Leave, and such assessment shall be by vote of the Sick Leave Committee but said Committee cannot assess more than two days of personal sick leave per support staff employee in any one school year.

G. Grants and assessments of sick leave from the Bank to Support Staff employees having less than a full-time assignment shall be by rule of the Sick Leave Bank Committee and as though such support staff employees had full-time assignments.

However, a grant of sick leave for an employee having less than a full-time assignment shall provide for the payment of a per diem rate of pay prorated in accordance with the prorated pay policy for part-time support staff employees.

H. In the case of assessment of sick leave days of part-time employees by the committees for the purpose of crediting the Sick Leave Bank with additional sick leave days, the pro-rationing rule shall not apply and said employees' personal accumulated sick leave entitlement of sick leave shall be debited by one day for each (full) day credited to the bank.

I. Any unused sick leave remaining in the bank at the end of any school year shall automatically be carried over to the next school year.

J. **Membership is voluntary** for those currently employed: Membership must be decided in September of each school year *(or within thirty (30) calendar days of the banks' inception)*. Anyone who is currently employed by the Rowe Elementry School who chooses not to join the bank in the first year and then at a later date wishes to join can only do so at the signup in September and must buy into the bank by putting in a number of days equal to the number each employee has been required to put in from the date of the bank's inception and cannot draw from the bank during the first year of membership. The first year assessment has been set at 5 (five) days per employee.

K. **Effective Date:** The effective date of this policy is December 16th, 1997.

Accepted by the Rowe School Committee,

_____

_____

_____

Original Member Roster: Gail May, Evie Dandeneau, Cindy Laffond, Marty Rice, Bob Rice, Gail O'Connell, Barbara Van Dyke, and Bob Clancy. Eight (8) Total.

ROWE ELEMENTARY SCHOOL

86 Pond Road
Rowe, MA 01367
E-mail: roclancy@rowe.k14.mass.edu

Bob Clancy, principal
Voice: 413.339.8381
FAX: 413.339.8621

MEMO:
TO: Anne Bolles
FROM: Bob Clancy
DATE: September 19, 2001
RE: Rowe Support Staff Sick Bank

Report of the annual meeting of the Rowe Elementary School Support Staff Sick Bank Committee:

Members: Gail May, Evie Dandeneau, Cindy Laffond, Barbara Van Dyke, Colleen King, and Bob Clancy. New member, Brandon Spraque.

Voted the following:	**TOTALS**
1. Colleen King had joined the Sick Bank last year and will be assessed 5 days.	5
2. Gail, Evie, Cindy, Barbara, and Bob will be assessed 2 days for last year.	10
3. Brandon Spraque, new member, assessed 5 days for this year.	5
4. Gail, Evie, Cindy, Barbara, Bob, and Colleen, assessed 2 days for this year.	12
TOTAL DAYS ASSESSED FOR 2000-2001 AND 2001-2002	32
TOTAL DAYS IN THE SICK BANK PRIOR TO VOTE	80
NEW TOTAL IN THE ROWE SUPPORT STAFF SICK BANK	112

Rowe School
School Of Choice Policy

It is the policy of The Rowe School to admit non-resident students under the terms of the Inter-district School Choice Law (referenced below).

1. The Rowe School Committee (the Committee) votes annually on the decision whether to continue to be a school choice receiving district. If consideration is being given to withdraw from the provision of the choice law, the Committee shall hold a public meeting by June 1st to review this decision.

2. The Committee reserves the right to designate a maximum number of available school choice seats for an upcoming year. The number of school choice seats available will be based on the current and/or projected number of students in each multi-grade classroom.

3. The number of school choice seats available will be declared by the School Committee no later than June 1 of every year.

4. Any sibling of a school choice student already attending the Rowe School shall receive priority for admission.

5. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religion, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language. The selection of non-resident students for admission shall be in the form of a random drawing when the number of requests exceeds the number of available spaces. If such a random drawing is required it shall take place prior to July 1st.

7. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from Rowe Elementary School except if there is a lack of funding of the program.

LEGAL REFS.: M.G.L. Title XII, 71:6; 71:6A; 76:6; 76:12; 76:12B
BESE Regulations 603 CMR 26:00

Second Reading-12/22/14

North Berkshire School Union

Jon Lev <jlev@nbsunion.com>

Fwd: Help in the Kitchen

1 message

Bill Knittle <wknittle@roweschool.org> Mon, Dec 15, 2014 at 3:34 PM
To: Jon Lev <jlev@nbsunion.com>

Here is Carol's letter

--------- Forwarded message ---------
From: **Carol Lively** <clively@roweschool.org>
Date: Mon, Dec 1, 2014 at 3:32 PM
Subject: Help in the Kitchen
To: Bill Knittle <wknittle@roweschool.org>

Hi Bill,

I am requesting help in the kitchen for about 20 minutes/30 minutes after breakfast, baiscally to clean up the trays and pans from breakfast (utilizing the dishwasher.)

And also an hour maybe of clean up after lunch, doing the dishes, while I put the food away, clean countertops, do my paperwork, ordering and get ready for tomorrow's breakfast.....it would be so helpful, so I can actually get out of here by 2:30. Currently, I am getting out at 3 or 3:30.....the additional help is requested due to the hot breakfast being served...right now I have to bake muffins, biscuits etc, while I am doing lunch and breakfast and with the success of the hot breakfast about 29-35 kids daily are eating. That fact alone is great, but there are lots more dishes to wash and I am killing myself with basically no breaks to get it done. Someone said kids ar BSE help with the dishes? Not sure if that is a good idea or not...as I would prefer someone to do them and actually clean up the dish area....so that is what I have, please let me know if you have any questions....Thanks, Carol

--
Bill Knittle
Principal
Rowe Elementary School
86 Pond Road, Rowe MA 01367
413-512-5100
cell 413-446-4949

O'NEAL
Consulting

December 3, 2014

Rowe School District
Attn: John Lev
98 Church Street
North Adams, MA 01247

Congratulations!

You have been awarded **$20,593.72** in E-rate funding for the 2014-2015 school year. This figure represents future savings of approximately **80%** off of your projected yearly telecommunications expenditures.

The next step in the E-rate application process is to file a Form 486. This form is used to confirm receipt of services for each vendor listed on your Funding Commitment Decision Letter. It also certifies that all necessary requirements have been met to accept your allocated funding. O'Neal Consulting will file a Form 486 on your behalf. Please remember that an approved technology plan for Priority Two projects and a CIPA compliant Internet policy must be in place by July 1, 2014 if you received funding for anything besides basic voice services. O'Neal Consulting will assume that you were able to meet both requirements by the specified deadline and will present this information on Form 486 unless otherwise notified.

Applicants who will be receiving their E-rate funding via direct discounts to their telecommunications bills will see savings on their bills retroactive to the start of the program year (July 2014). For those applicants receiving reimbursement checks for their telecommunications expenses, O'Neal Consulting will be contacting you at the end of the school year to proceed with the annual BEAR Form process. As always, O'Neal Consulting will handle all preparation and filing of these forms.

For your convenience, a graphical depiction of the effects of your funding award based on the expense projections used in your E-rate application has been included in this packet. Please feel free to use this information as an aid in communicating to others the benefits to your organization of participating in the E-rate program with O'Neal Consulting.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Megan Smith
Consultant

5701 E. Circle Drive #380 ♣Cicero, New York 13039
Phone: (207) 817-3230 ♣Fax: (207) 433-1067 ♣E-mail: msmith@OCerate.com

North Berkshire School Union

Jon Lev <jlev@nbsunion.com>

Letter to School Committee

1 message

Patricia Tierney <ptierney@roweschool.org> Tue, Dec 2, 2014 at 11:50 AM
To: jlev@nbsunion.com

Hi Jon, would you kindly include this letter in the packet for the next meeting? Let me know if you prefer a hard copy.

Thank you!
Patricia

December 2, 2014

Dear School Committee members,

This is to provide some feedback about how the North Berkshire Union is working with us. We thought a recent situation highlighted how supported we feel.

The state requires that we use an online evaluation tool to assess kindergartners. This is the first year for this particular tool, Gold Teaching Strategies. Last year they required a different online tool. Janice and I went to two days of training in August to learn to use Gold Teaching Strategies. The training focused primarily on the technological aspects.

In October, once we started trying to evaluate the kindergartners with this assessment, we realized that the criteria were very specific. After a little research, we discovered that the assessment piece is linked to a particular curriculum, The Creative Curriculum. The state separated the curriculum from its assessment and required that only the assessment piece be done. It was very challenging to use this assessment since it does not match our curriculum. Additionally, there were many technological problems that demanded a lot of time and energy.

We found Debbie Rosselli and other members of the Union to be a tremendous help. They offered assistance on the phone and in person. They were supportive, encouraging and very friendly. We appreciate that level of involvement and help, and we wanted you to know.

Sincerely,

Patricia and Janice

December 4, 2014

Dear School Committee Members,

This is to provide feedback on the October 31 PD Day. We feel that being able to stay in our school and work on relevant and pertinent issues that directly affect our teaching and student learning were extremely productive. It was a very constructive day and our students will benefit from it.

Many of the PD days provided by Mohawk did not often meet our needs. We appreciate that the North Berkshire Union allows us to focus so effectively on the needs of our school and students.

Sincerely,

Janice Lapointe

Patricia Tierney

Laurie Riki

Claudine Poplawski

Dijk Beebe

Keri McCarthy

THE RECORDER

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Mohawk Trail Regional School District

Mohawk may ask Rowe to join 8-town district

By DIANE BRONCACCIO

Recorder Staff

Monday, December 8, 2014
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BUCKLAND — The Mohawk Trail Regional School Committee will vote Wednesday to ask Rowe to join Mohawk as a Grade 7 through 12 member town that will have a vote on secondary education policies and pay an assessment instead of tuition for its students to go to Mohawk.

The vote will take place during the school committee meeting, beginning at 7 p.m. in the Mohawk Trail Regional School's superintendent's conference room.

"If Rowe had been a member of the Mohawk District this year, all Mohawk member towns would have saved money," remarked school Superintendent Michael Buoniconti.

Two Mohawk member towns — Hawley and Charlemont — are already Grades 7-12 members.

If Rowe decides to pursue Mohawk's offer to join, then Mohawk 's central office administration will prepare an article for this spring's annual town meetings.

"The warrant articles will reflect a change in the regional agreement, adding Rowe as a member town," said Buoniconti. "Rowe would then elect two members to the Mohawk School Committee, who would have voting power. All nine towns would have to approve the proposed changes for Rowe to become a member."

According to figures to be presented by administrators Wednesday, if Rowe had been a member town this school year, Rowe's assessment would have been $94,494. And the estimated savings for the other member towns would have been the following: Ashfield would have saved $13,577; Buckland $14,771; Charlemont $24,957; Colrain $13,730; Hawley $4,590; Heath $6,351; Plainfield $3,855 and Shelburne $12,662.

Rowe was a founding member of the Mohawk district, but had been asked to leave in 1982 because Rowe's high property tax revenues from utilities reduced Mohawk's eligibility for state aid. In return for leaving, Rowe was given a 10 percent tuition discount on the average cost-per-student calculation.

Buoniconti said each town's Chapter 70 state aid for education is now separately calculated, so Rowe's tax base will not affect the state funding Mohawk receives for other towns.

In August, the Rowe School Committee voted unanimously to consider joining the Mohawk District for Grades 7-12 and sent a letter to Buoniconti saying that the Rowe committee looks "forward to a continuing relationship with you through the middle and high school programs."

Because Rowe's high school bus transportation would become "regional," it would qualify for state regional transportation reimbursement.

Earlier this year, the Rowe school board did not renew the three-district agreement it has had with Mohawk and Hawlemont to share the costs of one superintendent's administration. Instead, the board opted to hire Northern Berkshire School Union Superintendent Jonathan Lev.

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Mohawk invites Rowe to rejoin district

By DIANE BRONCACCIO

Recorder Staff

Friday, December 12, 2014
(Published in print: Saturday, December 13, 2014)

BUCKLAND — The Mohawk Trail Regional School Committee voted this week to invite Rowe back into the Mohawk district as a Grade 7-12 member town. Now it's up to the Rowe School Committee to decide if it wants to explore that option.

The Rowe committee is scheduled to vote on Mohawk's offer at its meeting on Dec. 22. If both school boards favor this partnership, Rowe and Mohawk's eight member towns could see an annual town meeting warrant article this spring, asking voters to add Rowe to the regional district. Such a regional agreement change would require a "yes" vote from all towns.

Rowe was a founding district member, but was asked to leave in 1982, because its utility-based personal property tax revenues skewed Mohawk's financial eligibility for state funding. In return for leaving, Rowe was given a reduced tuition for its middle- and high-school students at Mohawk. That tuition rate is also being renegotiated, because, in 2012 a financial consultant to Mohawk determined that Rowe's per-pupil tuition doesn't reflect Mohawk's true per-pupil costs. Currently, Rowe pays $11,044 per student to Mohawk — less than what member towns Ashfield, Shelburne and Plainfield pay per student.

Superintendent Michael Buoniconti says all existing member towns would have saved money this school year if Rowe had been a district member. Rowe's assessment for its 25 middle- and high school students would have been $329,413 — which would have reduced other towns' combined assessments by $94,494.

Also, Rowe's school bus transportation costs would drop by about $54,450, because its high school busing costs would be eligible for state reimbursement as "regional" transportation.

Buonconti said financial consultant Mark Abrahams had recommended two years ago that Rowe's tuition be set at $17,312. "If Rowe's tuition were any higher than $13,422, than Rowe would have saved money as well if it had been a member this year," he said. "The timing seems right to expand the Mohawk family by inviting Rowe to join at the 7-12 level."

School board members Glenn Cardinal of Buckland and Willow Cohen of Shelburne questioned the timing of the vote, given that town officials who are part of the Long Range Planning Committee are scheduled to recommend financial changes for the district in January.

"We're potentially putting the cart before the horse," said Cohen. "Why can't we wait for the Long Range Planning Committee presentation?"

Other School Committee members said the vote is just "a first step," an overture to Rowe, and that a lot of work would be required to bring a proposal to nine annual town meetings by spring.

Cohen and board member Martha Thurber of Buckland suggested the School Committee send a letter to town officials, explaining that this vote is a preliminary step.

In August, the Rowe School Committee voted unanimously to consider joining the Mohawk District for Grades 7-12 and sent a letter to Buoniconti saying that the Rowe committee looks "forward to a continuing relationship with you through the middle and high school programs." In October, Mohawk Business Administrator Michael Kociela presented financial figures on how Rowe's joining the district would affect its member towns.

This month, two Rowe School Committee members attended a Mohawk budget subcommittee meeting, in which Rowe Chairwoman Lisa Danek-Burke "personally advocated for revising the regional agreement to allow Rowe to join Mohawk," according to meeting minutes. Buoniconti told the Rowe board members he would rather see Rowe join Mohawk at the secondary education level than look at changing the tuition calculation.

Last winter, the Rowe School Committee hired Superintendent Jonathan Lev of the Northern Berkshire School Union to replace Buoniconti's superintendent services that were shared by the Rowe, Mohawk and Hawlemont school districts. Danek-Burke said changing superintendents prompted parents' concerns that Rowe would eventually pull away from Mohawk.

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