MEETING MINUTES – FY2015
Rowe School Committee
Monday, February 23, 2015 – 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: Dwight Beebe, Gail May

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

2. **Treasury and Payroll Warrants:** Warrants were reviewed and approved.

3. **Minutes:** SZ made a motion to approve the Dec 22, 2014 minutes as presented. LM seconded the motion and it passed unanimously (3/0/0).

4. **Audience of Citizens:** Dwight Beebe stated that he was attending the meeting as a representative from the school. Gail May asked about the sick bank matter; and asked about compensated absence information on paychecks, which has not been correct for some time. CG will research the compensated absence information.

5. **Principal's Report:** Meeting Monday on Track My Progress. PARCC meeting at Clarksburg Elementary March 19th thru April 3rd. The following week make-up tests will be held. Community luncheon on March 5th. Grades 3/4 would like to attend the Smith College Bulb Show. As this trip was not budgeted for, the students are holding a fundraiser to pay for the trip.

   Facilities: Ongoing heat problems at the school. Breaker tripped 3 times. A sensor was moved. Hopefully that will fix the problem. Freezer valve broke and the gas was lost. Everything in the freezer was lost. Should be under warranty.

   Washington DC Trip: JL stated that the School Committee needs to approve any out-of-state trips. BK provided copies of the itinerary. LM made a motion to approve the out-of-state Grade 5/6 field trip to Washington DC for the period March 30th to April 3rd. SZ seconded the motion and it passed unanimously (3/0/0). A Spaghetti Supper fundraiser for the Washington DC trip will be held at the school on March 11th. A Book Fair will be held the same evening. The supper is put on by Grade 5/6 students and parents each year.

6. **FY2015 Budget:** Budget vs. Actual as of Feb 20th was presented.

7. **Superintendent's Report:**
   A. **FY2015 Budget:** Currently at 69% of school year.
   B. **Choice Family:** Family from Heath with students attending Rowe, alleging the live in Rowe, have not been attending classes, nor have they formally withdrawn from Rowe. Matter will be handled by JL this week.
   C. **FY2016 Budget:** Presented to Finance Committee last week. Total proposed budget for FY2016 is $1,688,884. School Choice will cover $89,808 of the budget; requested town meeting appropriation is $1,599,076. Current secondary projection is 34 students at Mohawk and 3 at Tech.

Rowe School Budget	FY2015	FY2016	Change	%
Administration	8,825	8,825	0	0.0
Instruction – Rowe School	670,050	718,091	48,041	7.2
Operations – Rowe School	69,213	78,464	9,251	13.4
Student Support Services – Rowe School	97,803	100,573	2,770	2.8
Technology – Rowe School	13,100	18,385	5,285	40.3

9. Action Items

A. FY2016 Budget: LM made a motion to approve the following FY2016 budget for the Rowe School District. SZ seconded the motion and it passed unanimously (3/0/0).

Elementary	$1,139,964
Less School Choice	(89,808)
Total Elementary Budget	$1,050,156
Secondary Budget	$ 548,920
Total Town Meeting Appropriation	**$1,599,076**

B. Use of Facilities Policy – 2nd Read/Adoption: Matter tabled to 3/30/15 meeting (see Item 7E).

10. Unfinished Business

A. Criteria/Evaluation Superintendent Services: LDB sent criteria to the school's attorney. She will see if Russ Dupere can attend the March 30th meeting.

B. Sick Bank and Other Matters: LDB stated that JL and BK should work on addressing the items in Barbara Griffin's memorandum of January 23, 2015. CG is working with the town on sick leave, and hopes to get ongoing access to the Harpers payroll system.

C. Facilities System Representative: SZ stated that at this point maybe BK, SZ, JL and Tim Schramel can come up with a to-do list and feel their way through it. LDB stated that there may be some training involved. SZ reported that the School Building Committee is working on organizing facility items on a DVD.

D. Mohawk Youth Baseball League: LDB spoke with Jenn Morse who stated that the league may be going back to an after-school program. They will get in touch with the school as spring gets closer. It needs to be determined if other schools will also be handling the league as an after-school program.

11. Next Meeting: Monday, March 30 at 5:30pm, Rowe School

12. Executive Session: Not needed.

13. Adjournment: SZ made motion to adjourn meeting at 7:28pm. LDB seconded motion; passed unanimously (2/0/0). [LM had left the meeting at 7:00pm after Item 10C.]

Respectfully submitted by Ellen Miller,

Signature: _____
Lisa Danek-Burke, Chair

Date Approved: 3-30-15

Correspondence/Handouts:

- Agenda
- School of Choice Policy – Final (adopted 12/22/14)
- Use of Facilities Policy – 2nd read draft 11/18/14 and Dec 2014 forms
- Updated FY2015 Financial Statement – 2/18/15
- December 22, 2014 Minutes
- FY2016 Draft Budget 2/23/2015
- Principal's Report 2/23/2015
- Washington DC Trip Itinerary
- Support Staff Sick Bank Policy adopted 2/12/2008
- Process/Criteria for Evaluating Supt/CO Support – SZ draft 1/12/2015
- Email 1/23/2015 to School Committee from Nurse Barbara Griffin
- Email 1/20/2015 to Superintendent Lev from Cindy Laffond
- Letter 1/30/2015 from teaching staff
- Greenfield Recorder articles: 2/10/15, 2/14/15, 2/16,15

Rowe School Local Budget FY16				
ELEMENTARY	**DEPARTMENT**	***Appropriation FY15***	***Proposed FY16***	***% Difference***
	Administration	***5,225***	**5,225**	0%
	Legal	***3,600***	**3,600**	0%
	Instructional	**696,075**	**718,091**	3%
	Operations	***68,677***	**78,464**	14%
	Student Support Services	***96,343***	**100,573**	4%
	Technology	**8,600**	**18,385**	114%
	Transportation	***54,450***	**56,084**	3%
Total		**932,970**	**980,422**	**5%**
Plus Revolving (Choice)		*122,308*	89,808	-27%
Sub Total Rowe School Operating Budget		***1,055,278***	**1,070,230**	**1%**
Shared Service Budget	Administration	***40,254***	**30,554**	-24%
	Instructional	***21,720***	**17,864**	-18%
	Operations	**2,881**	**4,676**	62%
	Student Support Services	***2,782***	**0**	
	Technology	***9,821***	**3,967**	-60%
	Transportation	***3,188***	**0**	
	Benefits	**22,534**	**12,673**	-44%
Total Shared Service Budget		***103,180***	***69,734***	-32%
Total Elementary Budget (including choice)		**1,158,458**	**1,139,964**	-2%
Total Use of Revolving Account		***122,308***	***89,808***	
Total Elementary Budget Request		***1,036,150***	***1,050,156***	1%
Secondary Level Expense	Late Bus (student support)	***15,000***	**15,000**	0%
	Transportation	***54,450***	**56,084**	3%
	Tuition (Mohawk)	***264,000***	**424,286**	61%
	Tuition (Franklin Tech)	***85,000***	**53,550**	-37%
Total High School (Mohawk & Tech)		***418,450***	***548,920***	31%
Total Budget (including choice NOT grants)		***1,576,908***	**1,688,884**	7%
Total Budget Request		***1,454,600***	***1,599,076***	10%
Grant Budget		***35,871***	***42,492***	*18%*
Cafeteria Revolving Budget		***13,450***	***13,450***	*0%*

ROWE FY16 ROWE ELEMENTARY SCHOOL BUDGET

CODE	Description	FY15 Budget	FY16 Budget Proposed	$ Change	% Change	Additional Funds	Revolving/Grants	*Notes*
	ADMINISTRATION-ROWE SCHOOL							
1100	School Committee Clerical	$1,800	$1,800	$0	0.0%			
1430	Legal Service	$3,600	$3,600	$0	0.0%			
1100	School Committee Advertising	$600	$600	$0	0.0%			
	Memberships-Esped	$325	$325	$0	0.0%			
1100	School Committee other	$2,500	$2,500	$0	0.0%			
	Subtotal Administration	**$8,825**	**$8,825**	**$0**	0.0%			
	INSTRUCTION-ROWE SCHOOL							
2210	Principal Salaries	$79,719	$81,712	$1,993	2.5%			
2210	Principal Secretary Salaries	$34,220	$34,818	$598	1.7%			
2210	Principal Clerical Sub	$250	$250	$0	0.0%			
2210	Principal Contracted Services	$1,000	$1,000	$0	0.0%			
2210	Principal Supplies	$1,000	$1,000	$0	0.0%			
2210	Principal Travel	$1,000	$1,000	$0	0.0%			
2210	Principal Other/Dues	$1,050	$1,050	$0	0.0%			
2305	Teacher Salaries	$354,047	$378,444	$24,397	6.9%	$111,869.00	*Title I, REAP, Choice*	*Step increase*
2310	Sped Teacher Salary	$42,452	$55,523	$13,071	30.8%			*Step increase*
2305	Dept Head Teacher Salaries	$1,000	$1,000	$0	0.0%			
2310	Sped Liaison/Coordinator	$1,725	$0	-$1,725	-100.0%	$1,725.00	Grant 240	
2305	Mediation Coordinator	$200	$200	$0	0.0%			
2710	Pyschologist Salaries	$13,207	$13,762	$555	4.2%			*Step increase*
2720	Guidance Testing Supplies	$0	$0	$0				
2320	Speech Salaries, SLP & Assistant	$19,188	$24,080	$4,892	25.5%	$5,128.00	Grant 240	
2320	OT Salary	$2,082	$2,118	$36	1.7%			
2320	PT Salary	$3,951	$4,021	$70	1.8%			
2325	Teacher substitutes	$3,000	$4,000	$1,000	33.3%			
2325	Aide substitutes	$720	$500	-$220	-30.6%			
2110	Medicaid filing fee	$1,500	$1,500	$0	0.0%			
2440	Summer Services	$4,500	$0	-$4,500	-100.0%	$4,500.00	Grant 240	
2440	Field Trips	$10,970	$9,100	-$1,870	-17.0%			
2440	Field Trip Transportation	$2,900	$2,200	-$700	-24.1%			
2430	Tools of the Mind	$2,500	$2,500	$0	0.0%			
2430	General Supplies	$7,500	$7,500	$0	0.0%			
2430	SPED Supplies	$1,000	$1,000	$0	0.0%			
2410	Texts Books	$5,750	$11,000	$5,250	91.3%			*Math Texts*
2330	Teacher Aides Salaries	$53,805	$57,447	$3,642	6.8%	$4,078.00	Kindergarten Grant	*Addt'l Hours*
2340	Librarian Salaries	$15,264	$16,816	$1,552	10.2%			
2340	Librarian Supplies	$1,000	$1,000	$0	0.0%			
2357	Professional Development Supplies	$300	$300	$0	0.0%			
2357	Professional Development Other	$3,250	$3,250	$0	0.0%	$5,000.00	REAP	
	Subtotal Instruction	**$670,050**	**$718,091**	**$48,041**	**7.2%**			

ROWE FY16 ROWE ELEMENTARY SCHOOL BUDGET

	Description	FY15 Budget	FY16 Budget Proposed	$ Change	% Change	Appropriated	Revolving/Grants	*Notes*
	OPERATIONS-ROWE SCHOOL							
4110	Custodial Water Stipend	$500	$500	$0	0.0%			
4110	Custodial Salaries	$32,573	$33,224	$651	2.0%			
4110	Custodial Subs	$640	$640	$0	0.0%			
4230	Equipt Maintenance Contracted	$1,000	$1,000	$0	0.0%			
4230	Equipment Maintenance and repairs	$2,000	$1,000	-$1,000	-50.0%			
4210	Grounds Maintenance	$600	$600	$0	0.0%			
4220	Building Maintenance Contracted	$3,400	$2,000	-$1,400	-41.2%			
4220	Building Maintenance Furnishings/supp	$2,500	$1,500	-$1,000	-40.0%			
4220	Building Rental	$0	$0	$0				
4220	Custodial Supplies	$5,000	$5,000	$0	0.0%			
4130	Utilities/Electric	$10,000	$20,000	$10,000	100.0%			*Doubled Electric*
4120	Utilites/Propane	$8,000	$8,000	$0	0.0%			
4130	Utilities/ Phone	$3,000	$5,000	$2,000	66.7%			
	Subtotal Operations	**$69,213**	**$78,464**	**$9,251**	**13.4%**			
	STUDENT SUPPORT SERV-ROWE SCHOOL							
3200	Nurse Salaries	$69,400	$70,614	$1,214	1.7%			
3200	Nurse Substitute	$900	$900	$0	0.0%			
3200	Physician-Contracted	$150	$150	$0	0.0%			
3200	Health Supplies	$2,000	$2,500	$500	25.0%			
3400	Café Salaries	$17,853	$20,909	$3,056	17.1%			*Addt'l Hours*
3400	Café Food Cost	$7,000	$5,000	-$2,000	-28.6%			
3400	Café Supplies	$500	$500	$0	0.0%			
	Subtotal Operations	**$97,803**	**$100,573**	**$2,770**	**2.8%**			
	TECHNOLOGY-ROWE SCHOOL							
2451	Technology SiteLeader Stipend	$500	$500	$0	0.0%			
2451	Utilities-Internet	$2,500	$2,500	$0	0.0%			
2451	Instruc Tech Supplies	$2,500	$2,500	$0	0.0%			
2250	License/ softwar/hardware	$2,000	$5,285	$3,285	164.3%			*Track my Progress*
2250	Tech Supplies	$2,000	$4,000	$2,000	100.0%			*3yr contract*
2451	Instruc Tech Other	$3,600	$3,600	$0	0.0%			
	Subtotal Technology	**$13,100**	**$18,385**	**$5,285**	**40.3%**			
	TRANSPORTATION-ROWE SCHOOL							
3300	Transportation Contracted Elementary	$54,450	$56,084	$1,634	3.0%			
	Subtotal Transportation	**$54,450**	**$56,084**	$1,634	3.0%			

ROWE FY16 ROWE ELEMENTARY SCHOOL BUDGET

	Description	FY15 Budget	FY16 Budget Proposed	$ Change	% Change	Appropriated	Revolving/Grants	*Notes*
	ADMINISTRATION-CENTRAL OFFICE							
1210	Superintendent Salary	$16,707	$17,041	$334	2.0%			
1210	Business Manager Salary	$8,227	$8,392	$165	2.0%			
1210	Secretary Salary	$3,221	$3,285	$64	2.0%			
1210	Superintendent Travel	$336	$336	$0	0.0%			
1210	Superintendent Office Travel	$150	$150	$0	0.0%			
1210	Superintendent Membership	$525	$525	$0	0.0%			
1210	Super Office Postage and Supplies	$825	$825	$0	0.0%			
1210	Super Office Rent and Office Maintainenece	$2,277	$2,345	$68	3.0%			
1450	Super Office Copier contract/supplies	$323	$323	$0	0.0%			
2451	Technology Coordinator	$3,889	$3,967	$78	2.0%			
2110	Special Ed Director	$12,275	$12,520	$245	2.0%			
2110	Special Ed Secretary	$2,058	$2,099	$41	2.0%			
2220	Curriculum Coordinator	$2,100	$2,142	$42	2.0%			
2110	Special Ed Travel	$203	$203	$0	0.0%			
2110	Special Ed Supplies /Postage	$900	$900	$0	0.0%			
5100	Central Office Shared Benefits	$11,521	$12,673	$1,152	10.0%			
7400	Improvement and replacement of equipt	$1,250	$1,250	$0	0.0%			
4230	Maintainence of Union Equipment	$758	$758	$0	0.0%			
	Subtotal Central Office/ Shared Services	**$67,545**	**$69,734**	**$2,189**	**3.2%**			
	FY15 Budget with NBSU	**$980,986**						
	Unanticipated Expenditures (tuition, technolo	**$55,164**						
	Appropropriated FY15 Budget	**$1,036,150**						
	FY16 Proposed		**$1,050,156**	**$14,006**	**1.4%**			
			548926					

ROWE FY16 ROWE ELEMENTARY SCHOOL BUDGET

	Description	FY15 Budget	FY16 Budget Proposed	$ Change	% Change		Notes
	SECONDARY BUDGET						
3300	Mohawk Late Bus	$15,000	$15,000	$0	0.0%		
3300	Transportation Contracted	$54,450	$56,084	$1,634	3.0%		
9100	Tutition-Mohawk Trail Reg (34)	$264,000	$424,286	$160,286	60.7%	Tuition was raised from $11,044 to $12,479. Student count is	
9100	Tuition-Franklin County Tech (3)	$85,000	$53,550	-$31,450	-37.0%		
	Subtotal Secondary Budget	**$418,450**	**$548,920**	**$130,470**	**31.2%**		
	Appropriations FY15	***$418,450***		***$0***	***0.0%***		

Rowe School District

86 Pond Road, Rowe, MA 01367
(413) 512-5100

NOTICE OF MEETING

ROWE SCHOOL COMMITTEE

Monday, February 23, 2015– 5:30 p.m.

Rowe Elementary School, 86 Pond Road, Rowe, MA

Agenda

I. **Call to order**

II. **Approval of Minutes:** Minutes from December 22, 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 February 20, 2015 was included in packets.

VI. **Superintendent's Report:**

- A. FY 15 Budget
- B. Choice Family
- C. School Choice Students
- D. FY 16 Budget
- E. Surplus Items recommended Action
- F. Use of Facilities Release Form
- G. Capital Improvement Plan

VII. **Report of the Chair:**

- A. Health Insurance Shared Employees
- B. Town Report
- C. Support Staff retirement

VIII. **Unfinished Business:** Mohawk Youth Baseball League, Facilities Systems Representative, Classified Sick Bank, Criteria/Evaluation Superintendent Services

IX. **New Business:**

X. **Action Items:**

- A. Motion: Approve FY 16 School Budget
- B. Motion: Use of Facilities Policy 2nd Read/Adoption

XI. **Subcommittee Reports:**

- A. Policy - Use of Facilities Policy
- B. School Building Committee

Rowe School District

86 Pond Road, Rowe, MA 01367
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C. Transportation
D. Negotiations/Personnel

XII. **Executive Session:** If necessary

XIII. **Adjournment**

Correspondence/ Handouts:
School of Choice Policy- Final (Adopted 12/22/14)*
Use of Facilities Policy*
Updated Financial Statement
December 22, 2014 Minutes*
Draft FY 16 Budget *

Principal's Report

Email to Rowe School Committee from Nurse Griffon
Email to Superintendent Lev from Cindy Laffond
Greenfield Recorder Articles: 02/10/15, 02/14/15, 02/16/15
Letter from Staff Re: Graham

NEXT REGULAR SCHOOL COMMITTEE MEETING:
Monday, March 30, 2015, 5:30 pm, Rowe Elementary School

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Posted: 02/18/2015

Any person may, pursuant to the provisions of the Open Meeting Law, audiotape an open meeting. As such, please be advised that this meeting may be taped by any person present.

*Corrrespondence Included in last packet.

1:01 PM
02/18/15
Accrual Basis

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	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	10,924.03	16,707.00	-5,782.97	65.39%
1210112 · Clerical Salaries	7,334.45	11,598.00	-4,263.55	63.24%
1210115 · Office Supplies	23.91	300.00	-276.09	7.97%
1210116 · Other Expense	3,098.74	3,327.00	-228.26	93.14%
121A116 · Travel Out of District	69.90	336.00	-266.10	20.8%
Total 1210 · Superintendent's Office	21,451.03	32,268.00	-10,816.97	66.48%
1400 · Finance and Admin Services				
1430 · Legal Services				
1430114 · Contracted Services	1,650.00	3,600.00	-1,950.00	45.83%
Total 1430 · Legal Services	1,650.00	3,600.00	-1,950.00	45.83%
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	1,650.00	3,923.00	-2,273.00	42.06%
2110 · Supervisory - Special Education				
2110111 · Admin of Special Education	8,025.87	12,275.00	-4,249.13	65.38%
2110112 · Secretary	1,272.24	2,058.00	-785.76	61.82%
2110114 · Sped Medicaid Filing Fees	0.00	1,500.00	-1,500.00	0.0%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2110115 · Supplies	103.43	375.00	-271.57	27.58%
2110116 · Other	76.44	525.00	-448.56	14.56%
211A116 · Travel	114.00	203.00	-89.00	56.16%
Total 2110 · Supervisory - Special Education	9,591.98	16,936.00	-7,344.02	56.64%
2200 · School/Building Leadership				
2210 · School Leadership				
2210111 · Principal	52,551.68	79,719.00	-27,167.32	65.92%
2210112 · Principal's Secretary	22,307.26	34,470.00	-12,162.74	64.72%
2210115 · Principal's Supplies/contracts	1,787.75	2,000.00	-212.25	89.39%
2210116 · Principal's Other	797.79	1,050.00	-252.21	75.98%
221011A · Principal's Travel	462.48	1,000.00	-537.52	46.25%
Total 2210 · School Leadership	77,906.96	118,239.00	-40,332.04	65.89%
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	1,329.31	2,000.00	-670.69	66.47%
2250116 · Other	10,555.75	2,000.00	8,555.75	527.79%
Total 2250 · Principal's Technology	11,885.06	4,000.00	7,885.06	297.13%
Total 2200 · School/Building Leadership	89,926.64	124,339.00	-34,412.36	72.32%
2300 · Instruction - Teaching Services				
2305 · Teachers - Classroom				
Teachers - Regular	216,779.48	370,510.00	-153,730.52	58.51%
Total 2305 · Teachers - Classroom	216,779.48	370,510.00	-153,730.52	58.51%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
2310 · Teachers - Specialists				
Salaries	22,469.06	53,639.00	-31,169.94	41.89%
Total 2310 · Teachers - Specialists	22,469.06	53,639.00	-31,169.94	41.89%
2320 · Medical Therapeutic Services				
2320111 · Speech/ OT/ PT Salaries	13,494.18	25,280.00	-11,785.82	53.38%
Total 2320 · Medical Therapeutic Services	13,494.18	25,280.00	-11,785.82	53.38%
2325 · Substitutes				
2325113 · Salaries	3,778.88	3,720.00	58.88	101.58%
Total 2325 · Substitutes	3,778.88	3,720.00	58.88	101.58%
2330 · Teacher Aides				
2330113 · Salaries	33,313.69	53,805.00	-20,491.31	61.92%
Total 2330 · Teacher Aides	33,313.69	53,805.00	-20,491.31	61.92%
Total 2300 · Instruction - Teaching Services	289,835.29	506,954.00	-217,118.71	57.17%
2340 · Library				
2340113 · Librarian Salary	6,497.31	10,606.00	-4,108.69	61.26%
2340115 · Library Supplies	0.00	1,000.00	-1,000.00	0.0%
Total 2340 · Library	6,497.31	11,606.00	-5,108.69	55.98%
2350 · Professional Developement				
2357 · Prof Development Expenses				
2357115 · Supplies	193.29	300.00	-106.71	64.43%
2357116 · Other	3,961.00	3,250.00	711.00	121.88%
Total 2357 · Prof Development Expenses	4,154.29	3,550.00	604.29	117.02%
Total 2350 · Professional Developement	4,154.29	3,550.00	604.29	117.02%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
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	7,875.59	7,500.00	375.59	105.01%
243011S · Class Room Supplies Sped	2,476.90	1,000.00	1,476.90	247.69%
2451 · Instructional Tech				
2451112 · Instructional Tech Stipend	0.00	500.00	-500.00	0.0%
2451113 · Instructional Tech Salary	1,794.96	3,889.00	-2,094.04	46.16%
2451114 · Tech Utilities	1,314.71	2,500.00	-1,185.29	52.59%
2451115 · Instruction Tech Supplies	3,483.21	2,500.00	983.21	139.33%
2451116 · Instructional Tech Other	3,883.73	3,600.00	283.73	107.88%
Total 2451 · Instructional Tech	10,476.61	12,989.00	-2,512.39	80.66%
Total 2400 · Instructional Materials & Equip	27,583.30	29,739.00	-2,155.70	92.75%
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	7,729.66	10,970.00	-3,240.34	70.46%
Total 2440 · Instructional Service, Other	10,351.79	18,370.00	-8,018.21	56.35%
2700 · Guidance Counseling and Testing				
2710 · Guidance				
2710111 · Salaries	6,095.40	13,011.00	-6,915.60	46.85%
2710115 · Supplies	1,139.25			
Total 2710 · Guidance	7,234.65	13,011.00	-5,776.35	55.6%
Total 2700 · Guidance Counseling and Testing	7,234.65	13,011.00	-5,776.35	55.6%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
3200 · Health Program				
3200115 · Supplies	2,393.21	2,000.00	393.21	119.66%
320A111 · School Nurse	33,872.85	71,133.00	-37,260.15	47.62%
Total 3200 · Health Program	36,266.06	73,133.00	-36,866.94	49.59%
3300 · TRANSPORTATION				
3300113 · Transportation/ Late Bus	5,814.00	15,000.00	-9,186.00	38.76%
3300114 · Bus Contracts - Elementary	27,225.00	54,450.00	-27,225.00	50.0%
330A114 · Bus Contracts - Mohawk/Tech	27,225.00	54,450.00	-27,225.00	50.0%
Total 3300 · TRANSPORTATION	60,264.00	123,900.00	-63,636.00	48.64%
3400 · Food Services				
3400114 · Staff	11,369.57	17,853.00	-6,483.43	63.68%
3400115 · Supplies	3,221.35	7,500.00	-4,278.65	42.95%
Total 3400 · Food Services	14,590.92	25,353.00	-10,762.08	57.55%
4000 · Operation and Maint of Plant				
4110 · Custodial Services				
4110113 · Salaries	18,720.80	33,714.00	-14,993.20	55.53%
4110115 · Supplies	982.01	5,000.00	-4,017.99	19.64%
Total 4110 · Custodial Services	19,702.81	38,714.00	-19,011.19	50.89%
4120 · Fuel				
4120116 · Appropriation	2,400.16	8,000.00	-5,599.84	30.0%
Total 4120 · Fuel	2,400.16	8,000.00	-5,599.84	30.0%
4130 · Utilities				
4130116 · Telephone	2,462.68	3,000.00	-537.32	82.09%
413A116 · Electricity	6,763.87	10,000.00	-3,236.13	67.64%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
Total 4130 · Utilities	9,226.55	13,000.00	-3,773.45	70.97%
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	2,221.51	3,400.00	-1,178.49	65.34%
Total 4220 · Maintenance of Buildings	2,712.56	5,900.00	-3,187.44	45.98%
4230 · Maintenance of Equipment				
4230116 · Local	387.50	3,000.00	-2,612.50	12.92%
423A116 · Union	60.14	758.00	-697.86	7.93%
Total 4230 · Maintenance of Equipment	447.64	3,758.00	-3,310.36	11.91%
Total 4000 · Operation and Maint of Plant	34,489.72	69,972.00	-35,482.28	49.29%
5200 · Employee Benefits				
5200116 · Medical	7,583.63	11,521.00	-3,937.37	65.82%
Total 5200 · Employee Benefits	7,583.63	11,521.00	-3,937.37	65.82%
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%

Rowe Public School
Profit & Loss Budget vs. Actual
July1, 2014 through February 18, 2015

	Jul '14 - Jun 15	Budget	$ Over Budget	% of Budget
9100 · Tuition				
9100.6A · Mohawk Trail Regl (24 students)	143,572.00	264,000.00	-120,428.00	54.38%
9100.6B · Franklin Tech (5 students)	35,700.00	85,000.00	-49,300.00	42.0%
Total 9100 · Tuition	179,272.00	349,000.00	-169,728.00	51.37%
Total Expense	802,705.71	1,420,050.00	-617,344.29	56.53%

Rowe Elementary School – Principal's Report
School Committee Meeting – February 23, 2015

Academics:

- Track My Progress
- Report Cards
- PARCC

School Based Activities:

- 3rd and 4th grade field trip, fundraiser
- Skiing
- All School meeting
- Community Luncheon - Thursday, 3/5
- Washington, D.C. Field Trip

Building, Staffing and Professional Development/Training:

- Professional Learning Days: 2/25-PARCC (PD), 3/11-Reading, 3/18-Writing Rubrics
- Heating, Doors

School Calendar:

February
25 - Wednesday, PL Meeting
March
11 - Wednesday, PL Meeting
12 - Wednesday, Spaghetti Supper and World Eye Book Fair
23 - Monday, Rowe School Committee, 5:30 in Rowe School Library
30 - Monday, 5th and 6th grades leave for Washington, returning 4/3

Dear School Committee Members and Administrators: 01/23/2015

I am the designated staff individual assigned to January's Meeting. These are some concerns that staff have and would like to be addressed. Some of these concerns may already be in process but it is easier for me to articulate them in advance.

1) Sick Bank for nonunion employees. This has been brought up but hasn't been fully determined yet. My understanding is that there are three individuals that are most directly affected at this time: myself (Barbara Griffin), Gail May, and Laurie Laffond. There is urgency related to this as Gail May is planning on retiring at the end of this school year. The concerns are as follows: 1)either reinstituting a sick bank or if disbanding it and beginning another process (such as if a need arises staff can be recruited to donate their time) 2) if disbanding it Barbara, Gail, and Laurie getting back the sick time that they donated to the sick bank. This ties in to the next concern.
2) Buy back of sick time upon retirement. Past practice has permitted buy back of accumulated sick time. This has particular immediate implications for Gail May due to her impending retirement. This also impacts planning the budget for the upcoming fiscal year so it, too, probably needs pretty quick attention and resolution. We know that the union employees are grandfathered in for buy back of sick time (I believe 15% of outstanding sick time on the books if have been employed for 10 years or more/I also believe maximum accumulation is 182 days). Are current staff employees also grandfathered in?
3) Also what are the implications of the Board of Selectman's new benefit policy for employees of Earned Time: Does this apply to school employees?
4) Accurate and up to date accounting of our sick time/vacation, etc. We have requested this for awhile and haven't received anything in well over a year. In the past mistakes have been made. We would like an accounting so that we can correct errors. The longer we don't have the information the harder it is to correct.
5) I, myself, have concerns that we do not have a knowledgeable human resource/benefit administrator. I am currently faced with decision-making regarding signing my husband up for Medicare. I have questions and Medicare refers me to my work benefits administrator. There is no one designated as such. I need the answers to not only make the correct decision for myself and my husband, but also to avoid incurring financial penalties from Medicare. I have, in the past, frequently encountered mistakes on my paycheck or with benefits, etc. (I am talking about the past 19 years). While Ellen Babcock was employed I could feel confident of her answers or direction she would send me. I no longer have that confidence. This is not against the current town employees - I like them and respect them and feel that I have a good working relationship with them. I feel that they don't have the expertise in certain matters. Obviously this has financial, legal and job satisfaction implications. Most recently the last VALIC statement that I received indicated that no contributions had been made for the last 3 pay periods of 2014 – this has since been remedied but is just an example of some problems.
6) Being included in the decision-making process of deciding whether to stay with NBSU or go with Mohawk. All staff want their voices heard (not just the professional staff). Not everyone can

attend the school board meetings so if a survey is done we want to insure that all receive it. The overall feeling from the staff is that it seems premature to be making any change at this time. The staff feels that we have only had a few months with the new district and are still working out and establishing new working relationships and protocols. We also want to reiterate that these last few months have also been an unusual time with relocating to the new building. I, for one, am extraordinarily happy with the new affiliation with NBSU.

7) Parking Lot/sidewalk conditions and safety. Things are much better but we have concerns that conditions have been so icy that our safety and that of others has been at high risk. As far as budgeting goes we figure one lawsuit would more than exceed what is necessary to get conditions remedied with extra help when conditions merit it.

Respectfully,

Barbara Lawson Griffin, RN

January 30, 2015

Dear School Committee,

We'd like to let you know how much we appreciate the Union's Tech Support. Graham has helped us with many tech glitches, both at school and through email. We have needed his help with the Smartboards, projectors, our laptaps, Chrome Books, and the iPads. Besides supporting us, he has come into our classrooms and modeled how to use the iPads with the students. These lessons have included work with Track My Progress, typing skills and web searches.

Even though he is only here every other Tuesday, we have benefited from his expertise and quick response to our needs. He emails us back throughout the week, even when it is not his time to work with us. Graham is very capable and easy to work with. We have not felt this level of tech support in the past.

We look forward to his continued support and his willingness to co-teach with us. Our goal is to seamlessly integrate technology into the curriculum so that the students can continue to increase their skills and learn to use the web. Critical thinking skills and discerning the many different sources of information available to them is crucial in our digital age.

Sincerely,

Janice Lapointe Dijlt Beebe

Patricia Tierney

Claudia Poplarski

Barbara Lawson Griffin, RN

Yani Yannes

Kevin McCatch

Sue Kranz

Laurie Rake

North Berkshire School Union

Jon Lev <jlev@nbsunion.com>

(no subject)

1 message

Leonard Laffond <lclaffond@verizon.net> Tue, Jan 20, 2015 at 12:22 PM
Reply-To: Leonard Laffond <lclaffond@verizon.net>
To: Jon Lev <jlev@nbsunion.com>

To the Rowe School Committee,

I am writing this letter in regards to the attitude of your chair. I was in the audience the last meeting and was embarrassed as a town citizen the way people in the audience were treated and the way the superintendent and business manager were treated. I believe a chair should treat everyone with respect and not knit pick and bully the people she obviously doesn't care for. I have heard some people say they won't go to meetings because of the way people are treated, this is not what Rowe is about and really hate to see the town dragged down because of this.
I certainly hope as a committee you can come to some agreement on how to show respect to all involved.

Thank you,

Cindy Laffond

THE RECORDER
Published on the *The Recorder* (http://www.recorder.com)

Town officials mull Rowe's rejoining Mohawk

By DIANE BRONCACCIO

Recorder Staff

Monday, February 9, 2015
(Published in print: Tuesday, February 10, 2015)

BUCKLAND — Before Rowe could become the ninth member town of the Mohawk Trail Regional School District, town officials want the long-standing regional school agreement to be changed, eliminating a unanimous vote requirement by member towns to approve any school issue.

On Thursday School Superintendent Michael Buoniconti and school Business Administrator Michael Kociela will go to Rowe to discuss the town's joining Mohawk with both school and town officials. That meeting will take place at 5:30 p.m. at the Rowe Elementary School.

At Wednesday's Mohawk school committee meeting, Buoniconti will present proposed changes to the regional district agreement. One of them is for a more flexible district voting process. Another is for the School Committee to discuss whether to recommend that Rowe join the regional district. That meeting begins at 6 p.m. in Mohawk.

Last week, at least 30 Mohawk town and school officials came to a school committee/municipal meeting to talk about this year's school budget proposal, capital improvement plans, and the economic impact on the district if Rowe rejoins as a Grade 7-12 member, after a three-decade departure.

This school year, Rowe is paying $264,000 for high-school and middle-school tuition for its Mohawk middle- and high-school students, plus another $54,450 for their school bus transportation. But if Rowe had been a district member, its assessment and the portion of its state Chapter 70 school funding would have brought in an additional $94,494 in revenue to Mohawk, which could have been used to reduce other towns' assessments, according to Buoniconti. Rowe's transportation costs would be eligible for about $32,670 in state regional school transportation aid, but Rowe's net cost would go up by about $61,824.

This year, Rowe's tuition rate is $11,044 per student, although it will go up next year to $12,149. If Rowe doesn't join the district, the tuition rate is likely to climb higher, as negotiations

continue between Rowe and the district. Buoniconti said that Rowe may save more money as a member town than it will if the tuition calculation is readjusted to reflect the true cost-per-student of education.

The unwieldy process of getting annual town meeting approval votes from all eight towns has meant that the district doesn't propose issues that are unlikely to be approved by all, said Buoniconti.

For instance, a districtwide vote to support school spending on energy-efficiency upgrades for all Mohawk school buildings (four elementary schools and Mohawk) required every town to vote on every other town's school improvement project.

Without a "unanimous vote" from the towns, Mohawk could have lost state grant money for these upgrades.

Mohawk eventually got a legal determination allowing towns to "skip" the warrant articles that didn't pertain to their own school, as an implied "yes-vote" for the other towns' building projects. But the process was cumbersome and hard to explain to the voting public.

"Why should Buckland have to vote on how much money Colrain spends on its school building?" Buoniconti points out.

The Mohawk Long Range Planning Committee recommended changing the unanimous-approval process in the regional agreement to an approval by a majority vote of member towns.

"I couldn't ever agree to allow Rowe in without changing the vote (process)," said Buckland Finance Committee member Paula Consolo.

"Help me with the politics of this," said Ashfield Finance Committee member Ted Murray. "It seemed, at one point, we were going to our attorneys on both sides. Now we're asking them to join?"

Murray was referring to the fallout that occurred between Rowe and Buoniconti after he did not renew the contract of Rowe's former principal, in 2011. Since then, Rowe changed administrators for its elementary school. It has also elected some new town officials, who are exploring rejoining Mohawk as a secondary education member.

Weighted vote?

Another concern was whether the revised Mohawk agreement should give each member town an equal vote or a weighted vote, based on whether it has full K-12 status.

Currently, the Hawlemont towns, Charlemont and Hawley, have 1 vote per town, while the full-member towns have 2 votes each. Under this system, Rowe would have one vote.

Some present questioned whether a town that sends about 30 students to Mohawk should have as much voting clout as a larger town that has full K-12 membership, more students, and a much larger assessment.

Buckland Selectman Kevin Fox recommended that school budgets be divided into two parts — an elementary and a secondary education budget, so that Grade 7-12 member towns do not have any vote regarding the elementary school budgets. This issue may be up for discussion at Wednesday's meeting.

Source URL:http://www.recorder.com/news/townbytown/ashfield/15613384-95/town-officials-mull-rowes-rejoining-mohawk

THE RECORDER
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Mohawk readies changes to school district agreement

By DIANE BRONCACCIO

Recorder Staff

Friday, February 13, 2015
(Published in print: Saturday, February 14, 2015)

BUCKLAND — Wednesday, the Mohawk Trail Regional School District will discuss four changes to its regional agreement that school and town officials say will streamline a clunky bureaucratic processes and give the district more flexibility to make money-saving changes as enrollments shrink.

The proposed warrant articles include:

■ A vote to let Rowe join the district as a Grade 7 through 12 member.

■ A regional agreement clause stating that all four district elementary schools will provide preschool. (Currently, only Sanderson Academy doesn't.)

■ And changing a rule requiring full-district, town-approval for schools to share educational programs and initiatives. This includes striking language requiring unanimous approval for such things as school building capital projects in which not all member towns have a stake.

■ The only exception is that any vote to close a school would require both a majority vote by member towns, including a vote of approval by the affected town. If that town's children are to be sent to another Mohawk elementary school, a vote of approval must also be given by that member town.

Mohawk district lawyer Russell Dupere is to come to Wednesday's meeting, to answer school committee questions about the warrant articles. The discussion will follow the budget hearing for Mohawk, at 7 p.m. in Mohawk's superintendent's conference room.

To meet town deadlines for closing annual town meeting warrants, the School Committee is aiming to submit these articles to member towns by March 3.

This past Wednesday night, when the group received the articles, the most discussion was on how the member towns' votes should be weighted. Some prefer a senatorial "one town, one vote" system, while others want the towns that are kindergarten through Grade 12 members to have more voting clout.

Selectman John Sears, from Hawley (population 339), said a weighted vote would not fly in his town, a Grade 7-12 Mohawk member town that already has one vote. He said the majority rule (a vote of more than 50 percent in favor) would prevent any one town from having too much clout; as things are now, one veto from any town can already kill an article.

Once the warrant articles are set, the School Committee hopes to hold informational meetings in each member town, so that voters can ask questions before the annual meeting votes.

Source URL:http://www.recorder.com/news/townbytown/plainfield/15656181-95/mohawk-readies-changes-to-school-district-agreement

THE RECORDER
Published on the *The Recorder* (http://www.recorder.com)

Rowe school, town officials debate joining Mohawk school district

By DIANE BRONCACCIO

Recorder Staff

Sunday, February 15, 2015
(Published in print: Monday, February 16, 2015)

ROWE — The town that last year had seemed on the verge of breaking up with the Mohawk Trail Regional School District now seems inclined toward a stronger union — if the benefits and cost-per-student for joining the Mohawk Trail Regional School District on a Grade 7 to 12 basis is a better deal than continuing to pay per-pupil tuition.

"The bottom line is, Mohawk has always been our school, too," School Committee Chairwoman Lisa Danek-Burke told town and school officials at a Rowe School Committee meeting, visited last week by Mohawk Superintendent Michael Buoniconti, Rowe's former superintendent.

"I believe (joining the district) is the best way for Rowe to be involved in our students' secondary education," said Danek-Burke. "We'll have a voice and we'll be paying our fair share."

But other School Committee and town Finance Committee members want more information, to make cost comparisons as the town debates whether or not to join.

Buoniconti said he is waiting for the state's "minimum required contribution" calculations, which are necessary to determine every town's assessment. He said the new governor's administration has extra time to produce those figures, but that it's possible Mohawk won't see them until March.

If Rowe and the eight Mohawk member towns vote for Rowe to join Mohawk, the membership wouldn't begin until July 2016. Buoniconti said that special legislation would be required for Rowe, as it was for Grade 7-12 member towns Hawley and Charlemont.

Buoniconti and Danek-Burke said Rowe's joining Mohawk as a secondary education member would not affect the Rowe Elementary School, which is now part of the North Adams-based Northern Berkshire School Union.

Buoniconti said the cost difference between paying tuition and paying an assessment will basically be "a wash" for Rowe, since the tuition is going up to $12,479 per student for the coming school year.

But Rowe, which now has one non-voting member on the Mohawk School Committee, would have two voting members if it joins the district. Also, Rowe would not have to share the cost of capital improvements recently made to Mohawk, but will share in future capital costs as a member.

Also, Rowe will not have a voice in any elementary school issues for the Mohawk district; nor would it share in any costs involving the Mohawk elementary schools.

Corollary agreement

A few years ago, a consultant's financial report written for Mohawk said the Rowe's secondary-education tuition was too low, because the cost-per-student calculation was made after state Chapter 70 education aid intended for other Mohawk towns had reduced the overall cost.

Mohawk has talked about changing the calculation, to determine Rowe's cost-per-student without the state aid factored in, which would boost Rowe's tuition rate by a few thousand dollars.

But former Rowe School Committee and former Mohawk School Committee members remember a "corollary" to the regional agreement stipulating that Rowe's tuition calculation could not be changed without Rowe's approval, as well as that of the other towns.

However, no town nor school official has found a signed copy of the 1993 corollary agreement.

Finance Committee member Wayne Zavotka said the corollary agreement is still raised by some townspeople, and he asked Buoniconti about it.

"By joining and becoming a member," Buoniconti replied, "tuition and the corollary agreement go away al together. People are thinking this is a good time to think like a community of nine towns."

"The corollary agreement is a ghost," said Selectmen's Chairwoman Marilyn Wilson.

"Some town members are going to be saying: 'What will our tuition rate be if we don't join?'" school board member Susan Zavotka pointed out. "I think we'll need to be able to give them a clear explanation."

Like the Mohawk towns, Rowe hopes to have informational meetings on the issue of joining the Mohawk district. Buoniconti said he hopes to have better cost estimates in April, once the state calculations come in.

You can reach Diane Broncaccio at: dbroncaccio@recorder.com or 413-772-0261, ext. 277

Source URL:http://www.recorder.com/news/townbytown/charlemont/15671527-95/rowe-school-town-officials-debate-joining-mohawk-school-district