MEETING MINUTES – FY2016

Rowe School Committee

Monday, May 9, 2016 – 5:00pm – Rowe School

Present: Susie Zavotka (SZ), Lisa Miller (LM) and Janet Cowie (JC)
Also Present: Superintendent Jon Lev (JL), Business Manager Carrie Garivaltis (CG), Principal Bill Knittle (BK), and Secretary Ellen Miller (EM)
Audience: None

I. **Call to Order**: The meeting was called to order by SZ at 5:03pm.

II. **Minutes:**

A. **April 6, 2016 Regular Meeting:** JC made a motion to accept the April 6, 2016 minutes as written. SZ seconded the motion and it passed unanimously (2/0/0). [Note: LM was not yet present. She arrived at 5:09pm.]

B. **April 6, 2016 Executive Session:** JC made a motion to accept the April 6, 2016 Executive Session minutes as written and declare them as open record. SZ seconded the motion and it passed unanimously (2/0/0). [Note: LM was not yet present. She arrived at 5:09pm.]

C. **Minutes for School Website**: SZ stated that the town clerk had again asked her for copies of the school committee minutes. JL stated that the superintendent's office maintains the minutes for the school committee and if anyone wants copies they are to be disseminated by his office. EM stated that she had been scanning them in and sending them to Dwight Beebe for posting on the school's website. It was then stated that IT Tech Graham Coterwas is now maintaining the school's website. She will provide him with copies of all minutes she has (going back to August 2012). Records (including meeting minutes) at the school prior to that date were destroyed in the fire. During the turnover of records from the Mohawk to NBSU no meeting minutes were turned over.

III. **Audience:** None

IV. **Discussion Items:**

A. **Rowe School FY2017 Budget—FY17 Tuition Rates:** The SchCom had used a 3% tuition rate increase as a placeholder until rates for FY17 were provided. SZ attempted several times to obtain this information from the Mohawk superintendent but received no answer. She just learned from BOS Chair Marilyn Wilson that the tuition rates were changing as shown below. SZ stated that it is the school committee's responsibility to create the education budget and the tuition information should have come to the school committee first. It is not known why Ms. Wilson received this information and SZ did not.

	FY2016	FY2017	Increase	FY17 Total Tuition
Mohawk	$12,479	$13,500	8.18%	(28) @ $13,500 = $378,000
FCTS	$15,600	$18,170	16.47%	(5) @ $18,170 = $ 90,850

This rate increase requires that the FY17 budget be revised. A budget of $1,623,039 was adopted by the school committee on Feb 24th. Another $17,026 is now needed, for a total of $1,640,065. LM made a motion to adopt the following public education budget for FY17, JC seconded the motion. Vote was unanimous (3/0/0):

Rowe School Primary (PreK-6):	$1,100,131
Rowe School Secondary (Gr 7-12):	$ 539,934
SUB-TOTAL	$1,640,065
School Committee Stipends	$ 4,564
TOTAL	$1,644,429

At this evening's annual town meeting SZ will read the public education warrant article for above amount.

B. **Mohawk Trail SD Regional Agreement:** Mohawk towns are presently going through the town meeting process on changes to the regional agreement. It is planned that Rowe will handle the matter following the votes by the other towns. It was stated that Michael Buoniconti will send his PowerPoint presentation tomorrow for the Rowe School website.

C. ***Social Media/Internet Use Policy:*** BK has gone over the draft policy at staff meetings. Discussion tabled to next meeting. It has not yet been sent to Adam Dupere for review.

D. **Rowe School Committee 2015/16 Goals**: Most items are complete. Will begin preparation of 2016/17 goals.

V. **Financial Statement:** Budget vs. Actual for period July 1, 2015 through May 1, 2016 was reviewed. CG stated that four more payrolls will come from the regular budget, and then school choice funds will be used. She noted one new expense this year that was not budgeted for is the new regular maintenance contract for the boiler.

VI. **Principal's Report:** Report given by BK (see attached). **Highlights: Testing: PARCC** Will be held April 26 through May 20, and **MCAS** (Gr. 5 Sci/Tech) will be May 11 & 13. **School Choice:** One new 2nd grader started 2 weeks ago. Two new students have signed up for next year, and others are interested. **Summer School:** Students have been invited. Schedule to be finalized this week. **Community Lunch:** Next one this Thursday, May 12. **Red Nose Day:** Raised $77, and received 66 perishable items and 2 notes of good behavior. JC stated she was very pleased about the good behavior notes. **Last Day of School/Graduation Day:** June 16th. **Building Issues:** Gym floor now complete. It looks great. Two building items still outstanding.

VII. **School Committee:**

A. **New Business:**

1. **NBSU Quarterly Meeting:** JL reminded everyone the next meeting will be held at Savoy School May 2nd. Will discuss professional development plan for reimbursing union employees (Jon, Carrie and Deb Rosselli) for 50% of PD costs, with a $1200 maximum (same as teachers); and 2.0% raise for NBSU employees.
2. **Cafeteria Analysis:** Spreadsheet of Rowe Sch 2015-16 meal statistics through March 2016 was presented.
3. **SchCom Secretary:** SZ stated that if EM gets elected to the SC, the committee will need a new secretary.

B. **Old Business:**

1. **Carl Nilman Scholarship Fund—Rowe Representative:** SZ stated that the town hall has again asked if the school committee has any recommendations for a representative from Rowe. Tabled to next meeting.
2. **Health Insurance for NBSU Employee:** JC made a motion that Town of Rowe health insurance benefits for an NBSU employee be pursued. LM seconded the motion and it passed unanimously (3/0/0). CG will work up the numbers, and JL and SZ will present them to the BOS chair.

VIII. **Announcements:**

A. **Next SchCom Meeting:** Thursday, June 9th at 5:00pm.

B. **Thank you to Lisa Miller:** Ms. Miller was presented with a thank you gift, a card from her colleagues, and a round of applause for her many years of service on the Rowe School Committee.

IX. **Executive Session:** None

X. **Adjournment:** At 6:56pm SZ made a motion to adjourn the meeting. LM seconded the motion and it passed unanimously (3/0/0). SZ prepared a supper of homemade chili soup for the group to share following adjournment. Thank you SZ!

Respectfully submitted by Ellen Miller,

Signature: Susan Zavatka Date Approved: 6/9/16

Correspondence/Handouts:

- Agenda
- Minutes: April 6, 2016 Regular Session
- Minutes: April 6, 2016 Executive Session
- FY2016 Budget v. Actual 7-1-2015 to 5-1-2016
- Principal's Report (5-9-2016)
- Cafeteria Analysis thru Mar 2016 (5-2-2016)