MEETING MINUTES- FY2017

ROWE SCHOOL COMMITTEE

Thursday, November 10, 2016-5:00pm-Rowe School

Present: Susie Zavotka (SZ), Janet Cowie (JC), Ellen Miller (EM)

Also Present: Superintendent Jon Lev, Principal Bill Knittle

Audience: None

I. **Call to Order:** The meeting was called to order by Chairperson Susie Zavotka at 5:02pm.

II. **Approval of Minutes: EM made the Motion to Approve the Minutes of the Meeting of the Rowe School Committee of October 20, 2016. 2nd by SZ. Unanimous. JC made the Motion to Approve the Minutes of the Rowe School Committee of October 13, 2016 with the discussed additions to VIII, B, 3 (Employee benefit info on pay stubs). 2nd by SZ. Unanimous. EM made the Motion to Approve the Minutes of the Meeting of the Rowe School Committee of October 26, 2016. 2nd by JC. Unanimous. JC made the Motion to Approve the Minutes of the Rowe School Committee of November 2, 2016. 2nd by EM. Unanimous.**

III. **Audience of Citizens: None**

IV. **Teacher Presentation: None**

V. **Discussion Items:**

A. Mohawk Trails Regional Agreement: EM and SZ attended MTRSD School Committee Meeting on 11/9/16. (see attached sheet labeled 'information presented at the MTRSD School Committee Meeting') Still making plans for joint meeting with BOS, Fin Comm, and Mohawk Reps.

B. Wage/Benefit/Review plan for non-union employees/time cards: Committee looked at plan and discussed some changes to be made to policy. Principal Knittle will make the changes and could be voted on at the next meeting. Superintendent Lev will have his office make list of the present pay and experience of non-teaching staff at Rowe School.

C. Use of Medicaid Payments by the town of Rowe: After a short discussion it was decided that the expenses for Medicaid Reimbursement work should have a line in the FY18 Rowe School Budget.

D. School Volunteer Support: JC will continue to try and find out what volunteer help is needed by staff. JC will start to compile a list of local people who have areas of

expertise that could be of interest to teachers to utilize and bring into their classrooms.

E. Policy Handbook: Superintendent will check out other Concussion Policies through the MASC Website and will continue to develop a policy that fits the needs of the NBSU. Development of a better policy will continue to be worked on and brought forward.

VI. **Financial Statement: Dated July 1, 2016 through November 1, 2016:** Superintendent Lev explained some line items that the committee had some questions about. Principal Knittle will get more specific information regarding the substitute teacher line in the budget.

VII. **Principal's Report:** (see attached report)

VIII. **School Committee Business:**

A. **New Business**: A request by an NBSU employee at the NBSU Committee Meeting was discussed. This will be discussed further at a later meeting. **SZ Made the Motion to Approve the 5/6 Grades request to go on a Field Trip to Washington DC April 10-14,2017. 2nd by JC. Unanimous.** A request from a part time faculty member for reimbursement help for a program he is enrolling in to attain professional status certification was discussed. **SZ Made the Motion to Reimburse Tom Crean $500 upon the successful completion of the course offered by Classroon Measures. 2nd by EM. Unanimous.**

B. **Old Business:** An update of the Heath Task Force was discussed. EM will talk to Sandy re: the payroll information problem. Principal Knittle stated that he was still working on the Preschool – afterschool plan.

IX. **Executive Session-Per Chapter 30A, Section 21 MGL: Not Necessary**

X. **Adjournment: SZ Made the Motion to Adjourn the Rowe School Committee Meeting of November 10, 2016 at 7:44pm. 2nd by JC. Unanimous.**

Signature:_____ Date Approved: _____