

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF TUESDAY, September 13, 2011

Date: Tuesday September 13, 2011

Time: 7:00 PM

Location: School Committee Meeting Room

- o The meeting was called to order by Vice Chairman Collins

The following Committee Members were present:

- o Member Geotis
- o Member McNulty

The following Committee Members were absent:

- o Member Czechowski
- o Chairman Makara

Motion: Move to approve the meeting minutes of July 19, 2011

The motion was made by Member McNulty

The motion was seconded by Member Geotis

The following roll call vote was taken:

3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

Motion: Move to approve the meeting minute's of August 23, 2011 Passed over to next meeting

The motion was made by

The motion was seconded by

The following roll call vote was taken:

 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

The Assistant to the Superintendent for Business, Mr. Ted Avlas updated the committee on

- (1) Update of School Building Project – The School Committee Building Committee met and voted Dore & Whittier as the architect on the Park Avenue Elementary Building Project. Dore & Whittier knows our town & district very well since they were the architect for the Webster Middle School building project. The next step is to execute a contract. We are very fortunate to have this strong team on the project.
- (2) FY 2011 Budget – The FY 2011 budget should be finalized by our next meeting and a full report will be presented to the Committee.
- (3) Filmer Administrative Building conversion to Natural Gas – A new burner was installed and this project should be finalized by the end of the week. Once complete, our the Webster Public School District buildings will be running on natural gas which will be a tremendous savings to the district.

The Principal Report - Carolyn Wallace

This summer we worked on a new kindergarten report card which matches the Tools of the Mind Program. This summer we also worked on the school culture of the building; making it a positive safe place for our students. Responsible, respectful and peaceful are the key words we are using.

A Universal Breakfast program started at Park Avenue Elementary. All students are served breakfast in their classroom. This makes for the day to get off to a better start.

To build on our school culture we are adopting the Second Step Bullying Program. Mrs. Mackay was fortunate to receive a Webster Education Foundation Grant last spring to bring in a Character Education Program. The librarian introduces the character of the month and the entire school proceeds to build on that particular character trait and color. August and September is citizenship month.

Academically, we are adjusting to not having as many teaching associates, we are using all available staff members (PE, art, music, library) to assist in benchmark testing. This will help to access where students stand with their skills.

Over the summer we worked with a consultant on our Star and Learning Programs. They have helped in establishing a process and procedure in placing students in the correct program. It made for a very smooth start of the year.

Finally, the Kindergarten team worked very hard to create a new report card. Using lessons learned from the Tools of the Mind, Ms. Spicer, Mrs. Dalimonte, Ms. Drake and Mrs. Yeulenski presented o the Committee the new . Tools of the Mind feels more conferences should be held with parents rather than sending out report cards. We are recommending the following: November there will be parent conferences, January a report card will be send, April another parent conference and in June the final report card. Parents will have a better understanding of how there student is making progress.

Member McNulty asked how parent are notified of the conference dates. Mrs. Dalimonte said parent sign up on a first come first serve basis, trying to accommodate parent's schedule.

Motion to approve the Kindergarten Tools of the Mind report card as presented

The motion was made by Member McNulty

The motion was seconded by Member Geotis

The following roll call vote was taken:

3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

District Wide Reports/Correspondence

Public Acknowledgement of Donation from Long Subaru

Dr. Ciardi informed the Committee and publically expressed it's gratitude of the generous donation from Long Subaru, of Webster, of approximately 50 backpacks filled with school supplies. These were given to Park Avenue elementary, Webster Middle School and the Adult Education students. There was an article and picture in local newspaper, The Patriot.

Student Representative to the School Committee Tori McIntyre

The beginning of the school year went very smoothly. Seventh grade had a nice transition to Bartlett Jr. Sr. High. Homecoming is this week-end; Saturday night hosting a home football game, yesterday all the soccer teams played and the boys JV were the only victorious team.

Upcoming events:	September 22	Blood Drive sponsored by the Medical Careers Club
	September 23	College Fair – over 35 colleges come to Bartlett

Old Business

A. Appointment of School Committee Member to WEF Board of Directors

The Webster Education Foundation by-laws states that one member of the School Committee must be on the board. This calls for an appointment not a motion.

Member Geotis asked what time involved in being a part of this board. Dr. Ciardi said the board meets once a month and as member of the board of director you are required to go to the meeting.
Member Collins appointed himself to the board.

B. Authorization for Prepayment SPED Tuitions

Mr. Avlas reported that when closing out of the ARRA grant additional funds were identified and will allow us to modify the amount transferred from the last meeting to prepay FY12 SPED tuitions. Additional IDEA and Title 1 grant monies were also received. At this time a request is being made to approve and additional \$25,000 be added to the amount previously approved.

Motion to approve the amended prepayment SPED Tuitions (additional \$25, 000 from last meeting total \$155,000)

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

 3 members having voted in the affirmative
 _ members having voted in the negative
 _ members having abstained

The motion: X passed
 Failed

New Business:

A. Acceptance of \$5,000 donation

Once again this year, Marilyn Fels has made a generous donation to the Webster Public Schools. In previous years she has specified in her request where this donation be spent; This year it is specified that money be used for immediate needs of the students, whatever is needed to enrich their new school year.

Motion to accept the donation of \$5,000 by Marilyn Fels

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

 3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

B. Approval of Positions

School Webpage Manager

Dr. Ciardi is proposing a stipend position; School Webpage Manager. The school web site is used every day to communicate with parents and the community. At the schools it has added stress since maintaining these websites is in no one's job description, and has graciously been done by volunteers. It is important that each school's web site be up to date and accurate. This would be a \$2,000 annual stipend for a manager at each school. Funding is available from staff exchange savings at each school.

Member Geotis asked if this would be a position that an existing teacher would take on. Dr. Ciardi said yes, it would be similar to other "clubs" that we currently have. Dr. Ciardi expects 2-3 hours a week. Another responsibility would be to assist classroom teachers with their class web page. Member Collins suggestion that possibly there would be a club could be started so students, with appropriate supervision, to work on this. Member Geotis asked how soon this would start. Dr. Ciardi sold the committee that if approved, a posting would go out tomorrow and expecting within a couple weeks a person would be in place.

Motion to approve the WebPage Manager at each school with a \$2,000 stipend

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

Title 1 / NCLB Coordinator

Dr. Ciardi explained to the committee that since the resignation of the former director of student support services we have filled that position with an interim part time director; the job has become more demanding with all the NCLB requirements. The reporting requirements to the DESE The Title 1 grant itself carries a line item for \$10,000 of management of the grant, we have not used it before. The proposal is that we use that \$10,000, post a .2 position for someone to work 1 day a week to take care of all the Title 1 and NCLB reporting requirements so we can be assured to meet all deadlines. There are retired educators that would be interested in this type of position.

Member Collins agrees, stating that the requirements are daunting. Member Geotis agreed that hiring someone that has been laid off or retired would be favorable.

Motion to approve a Title 1 / NCLB Coordinator as presented tonight

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

C. Approval of trip to Spain

Ms. Sabaj came to the Committee asking for permission to plan a trip to Spain for 12 – students from her Spanish 3, 4 and 5 classes during the April 2012 vacation. The packet has a brochure included with all details. This trip also includes all five standards in the Massachusetts Framework.

Member Geotis asked how many chaperones does she take. Ms. Sabaj responded that it depends on the number of students, last year she had 6 students and 3 chaperones

Member Collins asked if everything was in order to approve this trip. Dr. Ciardi said that the insurance binder is in place and also the conflict of interest law, anyone receiving benefit from this trip would have to complete the disclosure form which is also in the packet. Dr. Ciardi recommended approval of the trip.

Motion to approve the trip to Spain in April 2012

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

D. Revision of School Calendar

Dr. Ciardi explained that the previously approved 2011-2012 school calendar overlooked January 2, 2012 as a legal holiday.

Motion to approve an amended 2011-2012 school calendar to recognize January 2, 2012 as a legal holiday. Bring June 14, 2012 as the 185 day of school.

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

 3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

Review / Transfer / Singing of Bills, Payrolls and Vouchers: Committee reviewed and signed bills and vouchers.

Motion: Move to adjourn the meeting at 8:10PM.

The motion was made by Member McNulty
The motion was seconded by Member Geotis

The following roll call vote was taken:

 3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

Respectfully Submitted,

Lori Glennon