

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, September 11, 2012

Date: September 11, 2012 Time: 6:30 PM Location: School Committee Meeting Room

The meeting was opened for discussion

- o Chairman Makara

The following Committee Members were present:

- o Member Czechowski
- o Member Collins
- o Member Gorski-Strong (arrived at 6:45PM)

The following Committee Members were absent:

- o Member McNulty

Motion: To enter into Executive Session according to M.G.I. Ch39 S23B to consider strategy with respect to collective bargaining to return to public session there after

The motion was made by Member Collins

The motion was seconded by Member Czechowski

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: To return to Public Session

The motion was made by Member Collins

The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

- 4 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 21, 2012

The motion was made by Member Gorski-Strong

The motion was seconded by Member Czechowski

The following roll call vote was taken:

- 4 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 on School Building Committee

- DESE certification received August 29, 2012 – plans reviewed and certified by the DESE and certify that the plan submitted will adequately support the building project
- The Execution of the Project Funding Agreement will be presented at the next School Building Committee Meeting that will be held on Thursday, September 13, 2012
- Member McNulty sent Mr. Avlas an e-mail sharing a recent newspaper article regarding the demolition of Natick High School - they were having a fundraiser from the sale of items salvaged from the demolition. Mr. Avlas forwarded this to our project manager, R.F. Walsh, who also happens to be the project manager on the Natick Project. They reported the “Farewell Gala” fundraiser was a great success. We will be looking at ways to utilize this for our project.
- There was a Working Group meeting regarding the WMS reorganization for the grade reconfiguration
- Next milestone in the project is September 17th – Design Development Estimating that is due at the MSBA

District Wide Reports/Correspondence

(1). Public Acknowledgement of donation from Long Subaru

Dr. Malkas wanted to thank Long Subaru for their “Pack the Outback” Fundraiser. Forty-two (42) backpacks and misc. school supplies were donated to Webster Public School for students in need. This is the second year they have run this program. They also donated two \$50 gift certificates to the WEA Auction Benefit.

Motion: Move to accept the donation of backpacks and school supplies from Long Subaru

The motion was made by Member Gorski-Strong

The motion was seconded by Member Collins

The following roll call vote was taken:

 4 members having voted in the affirmative

 members having voted in the negative

 members having abstained

The motion: X passed
 Failed

2. 2012-2013 Professional Development Plan

The Department of Elementary and Secondary Education requires a certain amount of professional development for the training of staff and evaluators in the new evaluation system and RETELL initiative. Due to our DESE designation we are not required to build in RETELL training until next year. Dr. Kelley gave an overview of the district professional development calendar (included in packet) The calendar broke out district training and school based professional development. The days will contain collaboration training on rigor and relevance, and literacy. Dr. Malkas told the Committee that an electronic survey had been sent to all faculty regarding the two professional development days held before school started; the response was encouraging, the staff felt these two days were

(3). Medical Emergency Response Plan submission to DESE

Dr. Malkas presented the Committee with information regarding the submission of the Medical Emergency Response Plan that was recently submitted to the DESE. This was sent by the deadline and a response was received accepting the plan. It is required that a resubmission of the plan is sent outlining revisions by January 2013.

Old Business

New Business

A. Approval of Faculty Handbook

Dr. Malkas outlined the revisions made to the handbook – administration team updated, change instructional assistant and teaching associate to paraprofessional, change in the contact info for health insurance and the deletion of AFLAC and MetLife as insurance options for employees (no longer offered)

Motion: Move to accept the 2012-2013 Faculty Handbook

The motion was made by Member Czechowski

The motion was seconded by Member Collins

The following roll call vote was taken:

- 4 members having voted in the affirmative
- 0 members having voted in the negative
- 0 members having abstained

The motion: X passed
 Failed

B. First Reading on Nondiscrimination Policy

The Committee reviewed this new policy – no discussion

C.. First Reading of Equal Employment Opportunity Policy

The Committee reviewed this new policy – no discussion

D. First Reading of Emergency Plans Policy

The Committee reviewed this new policy – clarification given by Dr. Malkas - no discussion

E.. Declare Surplus of Equipment

Mr. Avlas outlined misc. equipment that has become obsolete and is no longer used by the district. The items listed will be disposed of properly. Some of these items have been in storage for over one year. Some items may be available to sell, others will cost us money to recycle/dispose. Any funds collected will go into the general fund.

Member Gorski-Strong asked if we’ve been able to replace this with new equipment. Mr. Avlas responded yes.

Member Czechowski inquired about the decision made at the last meeting to sell/auction off other surplus equipment and was curious where we stood on this process. Mr. Avlas said an auction / yard sale is in the process of being arranged. The items will be advertised to allow the public to view the items and place their bid in a sealed envelope. The items have been researched on e-bay and Craig’s List to get their current value

Motion: Move to declare the attached list of items as obsolete and to direct the Assistant to the Superintendent for Business to auction off or donate or otherwise dispose of this material in conjunction provisions of M.G.L. 30B

The motion was made by Member Gorski-Strong
The motion was seconded by Member Czechowski

The following roll call vote was taken:

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

The motion: X passed
 Failed

F.. Approve Memorandum of Agreement for WEA Bargaining Unit

Dr. Malkas explained that this MOA would be in effect for one year. We are asking the WEA Bargaining Unit to relinquish the .6 Library position at the Webster Middle School for the period of the academic calendar year 2012-2013. Due to the late resignation of the Librarian whose position had been reduced, we have been unable to fill this position with a qualified candidate. This MOA and the one to be signed by the IA/TA Bargaining Unit will allow a 1.0 paraprofessional to be hired to fill this vacancy.

Motion: Move to approve the Memorandum of Understanding for the WEA Bargaining Unit

The motion was made by Member Czechowski
The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

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

The motion: X passed
 Failed

G.. Approve the Memorandum of Agreement for IA/TA Bargaining Unit

(see above)

Motion: Move to approve the Memorandum of Agreement for the IA/TA Bargaining Unit

The motion was made by Member Collins
The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

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

The motion: X passed
 Failed

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

Motion: Move to approve the transfer of funds is the amount of \$24,932.11 from the Bartlett Student Activities Savings account to the checking account.

The motion was made by Member Czechowski

The motion was seconded by Member Collins

The following roll call vote was taken:

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

The motion: x passed
 Failed

Susan Rohr asked for a moment of Public Presentation – she came in from of the Committee representing the Webster Education Association. The 5th annual dinner auction is being held September 29, 2012 at Point Breeze, Webster, MA. The event begins at 6:00PM, tickets are \$30/person, \$25 if purchased prior to the event. Tickets can be ordered on-line. The is going to be a fantastic auction, there have been some extremely generous donations

Motion: Move to adjourn this meeting at 7:55

The motion was made by Member Collins

The motion was seconded by Member Czechowski

The following roll call vote was taken:

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

The motion: x passed
 Failed

Respectfully Submitted,

Lori Glennon, Recording Secretary to the Webster School Committee

Documents used during this meeting include:

- o Agenda for Tuesday, September 11, 2012
- o Minutes from August 21, 2012 meeting
- o 2012-2013 Professional Development Overview Calendar
- o List of items donated from Long Subaru
- o Medical Emergency Response Plan
- o 2012-2013 Employee Handbook
- o Nondiscrimination Policy
- o Equal Employment Opportunity Policy
- o Emergency Plan Policy
- o List of Surplus of Equipment
- o Memorandum of Agreement for WEA Bargaining Unit
- o Memorandum of Agreement for IA/TA Bargaining Unit

- Transfer Request from Bartlett Jr. Sr. High School
- Account Report of Bartlett Jr. Sr. High School Student Activity Fund