

## PETERSHAM CENTER SCHOOL AGENDA

SEPTEMBER 24

LIBRARY

6:30 p.m.

AGENDA

I. **CALL TO ORDER:** Chuck Berube, chair called the meeting to order at 6:30pm.

**Members present:** Chuck Berube, Russell Fontaine, and Lynn Peredina.

**Members absent:** None.

**Others:** Superintendent Thomas, Principal Dodge, Daniel Haynes, and Alyssa Roberts.

II. **HEARING FOR VISITORS**

III. **APPROVAL OF MINUTES:**

- a. June 25, 2014 Minutes- (added to October agenda)
- b. July 16, 2014 Minutes- (added to October agenda)

IV. **OLD BUSINESS:**

a. **Gym Use Policy-** Chris briefly reviewed this policy with the committee. Chris explained the changes that have been made such as they added the word school community instead of residents because they would like to open this up to the school choice students as well. Chris stated that they added some language about a peanut free facility. The fee schedule changed from \$10- \$25 which puts it in line with the Town Hall fee schedule. Lynn Peredina asked about sports in the event of evening sports. Chris said we still would not charge a fee for that because if it is serving Petersham students it would be done the same way. Bridget Koetsch asked if they key has something that says cannot be reproduced. Chris stated yes and it can only open certain doors.

*Russell moved to approve the Policy of Community Use of Facilities for the second vote.*

*Lynn Peredina seconded. VOTED: Unanimous*

V. **NEW BUSINESS**

a. **Update on Summer Work-** Chris Dodge stated that Mr. Burke cannot make the meeting due to a flat tire on rt. 2 but Chris can provide some of the information to the committee. Chris stated that he will have Jay draft something up so he can get that out to the committee as well.

Chris explained that they had a lot of things going on over the summer. Chris explained that his office was moved to the other side of the hall due to Parent/Student Confidentiality. Chris stated that they upgraded to broadband internet and with the

increase in technology this will give the school more capability. Chris mentioned that the weather bug station is up on the roof and the screen in is in the lobby when you walk in and the data is running all day. Chris explained that the data is incorporated through the classrooms and all of this was done with National Grid and Earth Networks. Chris stated that on October 10th National Grid and Earth Networks are coming in to talk with the students.

Chris mentioned that they did purchase a display case and are hoping to get that on the wall this week. Chris stated that Jay has been painting and working on the lattice on the front porch. Chris stated that the insulation got done which was through the green insulation grant. Chris lastly mentioned that Jay redid the gym floor which looks great. Chuck stated that he is always aware of when the building is presentable and wanted to thank Mr. Dodge for staying focused.

- c. **Dates and Times of School Committee Meetings-** Tari stated that as you can see there is a monthly or bi-monthly meeting schedule. Tari explained that in order to sustain the Central Office it has been recommended to us by Ken Rocke to take a look at doubling up meetings on specific nights or having committees meet every other month. Tari stated that if there is anyway to look at reducing them throughout the year that would be great. Chuck explained that he thinks it is best that they keep the meetings on a monthly basis because that is what they have always done and he wants to keep a good relationship between the town. Russell likes having monthly meetings but stated that if they skipped December he doesn't see a problem with that. Lynn thinks that it could go either way.

*Russell Fontaine moved to approve the monthly meeting schedule without a December meeting. Lynn Peredina seconded. VOTED: Unanimous.*

- d. **Milk Bid Award-** *Russell Fontaine moved to accept Gibsons Dairy as the 2014-2015 milk provided for the Petersham Center School. Lynn Peredina seconded. VOTED: Unanimous.*

**VI. REPORT OF THE SUPERINTENDENT-** Tari state that she wanted to provide all committees with a consolidated report. Tari explained that in the future it will not be as length but this highlights July and August. Tari stated that the doors opened in Petersham to 114 students and 28 staff members. Tari stated that they have Roxanne Dorrie who is shared between Orange. Tari stated that the committee will be seeing Roxanne as she will be meeting with Mr. Dodge to go over MCAS results and report those back to the committee. Tari stated that Brantley Powers is the Occupational Therapist now as well. Tari explained we used to work with CAPS Collaborative for services.

Tari explained that in the near future she is going to provide the committee with some basic boilerplate policies that they need to look at. Tari stated that we need policies in regards to fingerprinting, executive session, pregnancy, student absences, student complaints, and student discipline. Tari stated that there was legislation in regards to DVLA which stands for domestic violence leave act.

Tari stated that the rest of her report will be broken down into the Performance Rubric Standards and a couple of highlights were the executive leadership team met for an entire week in July and

they did a lot of strategic planning and learning about google docs, DDMs, employee discipline, and conversations that count. In other news the Petersham Center School has migrated to a new student information system called Powerschool and we believe with continued professional development it will suit everybody's needs. Tari stated that much like budgetsense we are all now going to be using powerschool for student information. Tari stated that Petersham is leading the way in the 21st century skills and they are breaking all boundaries with utilizing google docs and this has been really impressive. Tari explained that the governor did approve for the commonwealth a significant increase in regional transportation which lowered the assessment to Petersham on the regional level.

Tari stated that relative to the rubrics she does have a twitter and facebook page that she is showcasing pictures and videos of all the amazing things that are occurring along with basic info such as early release dates. Tari stated that in the end of her report you will always see two statements that are for the next months concern and those currently are the Building Committee for Orange and the Mahar Dam.

**VII. REPORT OF DIRECTOR OF FINANCE-** Dan Haynes stated that his reports will include what the Committee is interested in seeing. Dan explained that from the FY14 budget the General Fund Appropriation turned back to the Town is \$1,744.

Dan stated that reconciliation and other financial activity controls will be enacted in FY15 since that is his background and if modifications need to be made he will do so.

Dan stated that the School Committee should determine the nature and extent of internal financial reporting. Dan stated he provided a little of both with a short bullet point page and then a couple pages of more detail.

Dan explained 3 things that need to be talked about are:

1. Regional Transportation Aid returned to Petersham in the form of a reduced 2015 Assessment \$12,277.
2. School Lunch deficit June 30, 2014 totals -\$10,424
3. School Choice balance June 30, 2014 amounts to \$73,613.

Dan explained that the school lunch deficit is not uncommon of a school this size because it is very hard to run at a profit or even break even. Dan explained in the past they have been operating school choice as when it comes in they have been spending it. Dan advises this money to be built up for unexpected costs or for the budget in the future. Chuck stated that the expectation in this community is that we have a hold on this reserve and we are already significantly over that amount. Chuck explained when we get over that amount we use the funds to reduce appropriation and thinks the committee will get an awful lot of complaints if we decide to change it. Chuck stated that if this is the recommendation for good purposes this might take a toll with the Town Officials. Dan stated that balancing the needs of the educational system and adequate reserves is a tough thing. Dan explained that this is a balancing act. Chuck stated that we respect the guidance and any data that we haven't heard before. Chuck suggested adding Ross France into this discussion maybe at the next school committee meeting. Dan explained that some communities keep a year worth of revenue in this account which might not be the case here it is something to look at though. Dan will present

some data from other schools of hopefully similar size. Chuck asked if he has proper opportunities if he could broach the finance committee himself. Chuck stated that if there was a direct relationship between Dan and the Finance Committee he would think this to be proper. Dan stated that he would certainly be an agent of this committee. Chuck stated that as you arrive at recommendations he suggests having the Finance Committee participate in this conversation.

**VIII. REPORT OF THE PRINCIPAL-** Chris Dodge stated that his report is rather long but in the future this will be shorter as well. Chris stated that the start of the school year has been great and they started with their annual meeting around the flagpole and it has been very positive and there is a lot of exciting change happening in the school.

Chris stated that they are working with Roxanne Dorie who has been fantastic in looking at data and working with the teachers in the classrooms.

Chris stated that they are working on writing across the district as professional development. Chris stated that they came up with this because the Principals agreed that you have to write in every subject so it is relatable. Chris stated that Lucy Calkins has been piloted and they were just watching Swift River use this who has been in this program for 2 years now. Chris stated that we are going to be looking at piloting that and trying it in with assessment and DDMs using data.

1st and 2nd grade are using a new reading assessment to gather information on their readers so that a mixed grade, small group reading intervention block can be started. The Benchmark Assessment System will level readers so that Wendie and Christina can put students into groups of 3 or 4 to get targeted reading support.

Staff are engaged in Professional Learning Communities this year, which are focused work times between staff. Agendas are created ahead of time and minutes are taken each week.

Star Assessments have begun in grades 1-6. Star is a computerized Math and Reading assessment used to provide teachers with data that can inform their instruction.

A professional development calendar is being constructed by Roxanne and will be posted on the school website for student and community viewing.

40 new laptops were purchased this year for student use, along with interactive projectors for grades 1 and 2. Technology integration was noted as a priority last year by the council, the School Committee, and the school staff.

After school Lego Robotics Club is being led by Melissa Fournier and Kate Arsenault. Chosen members are 5th grade: Stella Cruz, Elias St.Pierre and 6th grade: Colin Boyle, Morgan McCarthy, Nathan Legare, and Zack Maxwell. Themes this year: District: Assessment Literacy and Writing Staff: Technology Across the Curriculum Student: PCS Pride Communication The office has a new student management tool, PowerSchool, that warehouses all different kinds of student data, from contact info to medical documentation.

Staff is trying out various online media to communicate classroom news and student expectations. Feedback from the council throughout the year will provide teachers with useful information when planning for the future.

Chris is planning a "Coffee with the Principal" which will feature updates and a guest speaker. The first will feature Ellen Miller from the Worcester District Attorney's Office. She will talk

with parents about bullying issues and technology safety. Chris is going to plan a couple more throughout the year and would like advice from council with regards to topics.

Chris is also planning a Math Night for parents who would like to better help their children with the new Envisions Math Series.

School Council met and will be working on SIP

Parent Survey/Parent Night

September 18th (5:30 Chris will welcome in the Gym/6:00 in classrooms) classroom visits, Barre Savings Bank, Book Fair, band information, PTG

Council members will be stationed in the Cafe to help parents complete the survey. Participants will receive a coupon for the book fair.

Chris will develop a community member survey to gather information from them.

**IX. ITEMS FOR THE NEXT SCHOOL COMMITTEE MEETING-** Boilerplate policies, MCAS & Accountability Update, Jay Burke Report.

**X. EXECUTIVE SESSION**

**XI. DATE OF NEXT MEETINGS-** Wednesday, October 22

**XII. ADJOURNMENT-** *Russell Fontaine moved to adjourn at 7:30. Lynn Peredina seconded. VOTED: Unanimous.*

**The listing of matters are 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.**