

PETERSHAM CENTER SCHOOL AGENDA

September 26, 2013

LIBRARY

6:00 p.m.

AGENDA

I. CALL TO ORDER- Chuck Berube, Chair called the meeting to order at 6:00pm.

Members Present: Chuck Berube, Russell Fontaine, and Lynn Peredina.

Members Absent: None.

Others: Superintendent Tari Thomas, Principal Chris Dodge, Rebecca Phillips, and Alyssa Roberts.

II. HEARING FOR VISITORS- Ann Townsend expressed concern about Ken Roche and his family's well being.

III. APPROVAL OF MINUTES & WARRANTS:

Tari Thomas had a correction to the August minutes for the name Robin Briand to be Stacey Mousseau and for it to say financial administrative assistant will provide oversight.

Russell Fontaine moved approval to accept the amended minutes. Lynn Peredina seconded. VOTED: Unanimous.

Russell Fontaine moved approval of the August 21, 2013 School Committee minutes. Lynn Peredina seconded. VOTED: Unanimous

Russell Fontaine moved approval of the 09/05/13 Bill Warrant. Lynn Peredina seconded. VOTED: Unanimous

Russell Fontaine moved approval of the 09/19/13 Bill Warrant. Lynn Peredina seconded. VOTED: Unanimous

IV. OLD BUSINESS:

- a. **2013-2014 Budget-** Tari Thomas explained that Mr. Dodge is currently working on the EOY13 report and the FY14 is being carefully monitored in Budgetsense. Tari Thomas commended Ann, Barb, and Chris on the work that they have been doing to encumber payrolls and get everything into budgetsense. Tari gave the committee a handout of a monthly expenditure report line by line as well as a Financial Update in bullet point form to see what type of report they would like on a monthly basis. Chuck Berube stated that he would not need the line by line report because he does not need to see that level of detail and would be better off receiving the Financial Update in bullet point form. The committee agreed that the bulleted financial update would be much easier to look at on a month to month basis. Chuck Berube asked if the \$21,000 from FY13 was a planned carryover? Tari Thomas stated that yes that was planned. Tari Thomas explained that School Choice Funds are being tracked very carefully and hopefully come spring the committee can decide what they would like to do with the remaining amount. Chuck Berube stated that he would like to look for her recommendation when that conversation happens. Chuck Berube also stated that they need to stay within the budgeted line items and the committee needs to be told of anything deviating from normal.

V. NEW BUSINESS

- a. **Letter from Cheryl Calcari, Head of Petersham Montessori School-** (Copy of Letter included in packet). Cheryl Calcari reported that the state in early education and care have changed the fall zones for playgrounds. They have changed what needs to be under the structure and the distance between safe zones. The distance behind the safe zone needs to be 12 feet instead of 7 feet so she is asking for permission from the Committee to extend the zone by 5 feet. Russell Fontaine asked who is going to pay for this project? Cheryl Calcari stated that they are paying for this project.
Russell Fontaine moved approval to grant permission to change the safe zone from 7 feet to 12 feet. Lynn Peredina seconded. VOTED: Unanimous
- b. **Homeless Transportation Reimbursement-** Tari Thomas stated that the Town of Petersham did receive some reimbursement money for homeless transportation in the amount of \$7,269. Tari Thomas stated that normally towns in collaboration with school committees to decide how that money is used whether it stays in the general fund or they give this money back to the school or they decide to split the money. Tari Thomas stated that this would be a good conversation to have with the Finance Advisory Committee. Russell

Fontaine asked what is the percentage of the amount that was refunded compared to what was spent in FY13? Tari Thomas stated that she would research that amount and get back to him. Tari Thomas explained that a child is considered homeless if for instance they go to PCS for some reason get evicted or lose their home and the family is located to a neighboring community the school is responsible for transportation of the students. Ann Townsend asked if this reimbursement was just from one student or multiple students. Tari Thomas stated that she has not yet researched this and would report back her findings next month. Chuck Berube asked if the transportation line was over expended and the School Committee was not made aware due to this cost. Tari Thomas stated that she will research this as well and report back. Tari Thomas did state that this is an unfunded mandate from the state of Massachusetts and is pleased that there is some form of reimbursement.

- c. **School Website – Information from Committee Meetings-** Chuck Berube stated that there was an issue with the website in regards to people not being able to get to the minutes on the website. Tari Thomas stated that the minutes are always posted very quickly to mytowngovernment.org. Chuck Berube asked why it can't be uploaded to the school website. Tari Thomas stated that there was a lapse because Kate Arsenault was out with a concussion. Ann Townsend asked if there was an easier way to access the minutes because when she goes onto the school website she has to find her way through the different tabs located at the top of the page. Tari Thomas stated that there is so much information to be found on the schools website and normally they are to be found under the Parents/ Community tab. In regards to the minutes on mytowngovernment.org Chris Dodge stated that this is something that Gleen Goodale is in charge of the website for the Town of Petersham.
- d. **Building Maintenance Discussion-** Chuck Berube wanted to ask about the exterior care of the building and this has been a concern of his for about 4 years now with paint issues. Chris Dodge stated that he spoke with Jay Burke about the sills and they are primed and he did start painting them this week. Chris Dodge also stated that he has started working out front and he is going to be going around the building. Chris Dodge stated that they did have a volunteer come and do some painting over the summer as well and are hoping to have him back before winter. Russell Fontaine asked Chuck Berube if it would make sense to periodically come in and take a look around the building focusing on any concerns. Chuck Berube stated that yes it would be a good idea to take a look to see upcoming progress and any issues they see along the way.

VI. REPORTS OF THE SUPERINTENDENT-

- a. **Transportation Bid-** Tari Thomas informed the Committee that they have a few options and would appreciate their direction relative to the transportation contract for next three years FY15, FY16, and FY17. They have an opportunity to participate in a collaborative bid with Franklin County, to go out to bid with Mahar Regional and Orange Elementary Schools, or going out to bid on their own. Chuck Berube stated that the cheapest way is probably the best and asked Rebecca Phillips if she had any ideas? Rebecca Phillips stated that she would recommend doing all 3 if possible. Tari stated that she could do that and report back to the committee the only thing that would be a cost would be the Franklin County and she thinks the fee is around \$700-\$800. Tari Thomas stated that she would be happy to pursue all 3 avenues. The committee agreed that would be the best option.
- b. **NESDEC Enrollment Projection-** Tari Thomas wanted to report that the cost is far more than what was quoted to the Committee last month. At a minimum it would be \$523 to obtain that projection and that cost would mean becoming an affiliate with NESDEC. The annual cost is \$1,045 so year 1 membership would be 50% of cost at \$523. Tari Thomas stated that if they were to do this as a non-affiliate it would be \$4,405 and as a demographic study that would be \$6,250 and this is something that was not budgeted so she wanted to run this by the committee. Chuck Berube stated we could address a specific public request and do it for the \$523. Lynn Peredina stated that this is a key part in what people are looking for so she thinks this is important. Ann Townsend wanted to point out that that on the Internet there is library projections that seemed to be very stable projections and she doesn't know if they broke it down for the number of children but this would be something helpful to look into. Chuck Berube asked if she could provide them with the link. Ann Townsend stated that if you were to ask one of the trustees who is also in the finance committee. Russell Fontaine stated that was something on the town website as well. Chuck Berube would like Tari Thomas to investigate the library projections and check into those figures. Tari Thomas asked if the Committee would like her to come back next month with a new recommendation. Chuck Berube stated yes.
- c. **Entry Plan-** Tari Thomas stated that her entry plan is well on its way and she is still interviewing and collecting data and she is excited to move on to meeting with committee members to see where they think the strengths and where the direction needs to be.

- d. **Educator Evaluation-** Tari gave the Committee the evaluation process for Superintendents as well as a cliff notes version that she has put together herself. There is a big focus on new superintendents relative to their entry plans. All new Superintendents in the state of MA participate in the new Superintendents induction program which is a 3 year course study to support them in being successful in their new roles and responsibilities which is called NISIP (New Induction Su. Tari Thomas will be looking to partner with the chairs and possibly a few committee members as well for the sole purpose of supervising and analyzing the Superintendent. Chuck Berube states that he has more faith in the process working than actually having to spend time going through this. Tari Thomas stated that it is important and she does need to set goals with the committees and follow through.

VII. REPORT OF THE PRINCIPAL- Principal Dodge informed the Committee that since the last meeting school has begun and they had a fantastic start to the school year. They have 17 new kindergarteners and the classrooms are getting into their routines. The 5th and 6th grade students just came back from Natures Classroom. Petersham just had their open house last week which was a great turnout. Petersham recently received the MCAS data and that has been mailed out to parents and the state has rated them at a level 2 school. Chris Dodge did closely look over this data and it shows that Petersham is above their target in Language Arts but fell a little short in the Math area. They have started a new math curriculum and this curriculum is tied very closely with the new standards. They are going to be doing various other things with the staff to adjust where needed. The goal is to make sure that we are addressing those needs. They have partnered with Orange Elementary School and the DSAC to attend trainings that relate to how to look at data and implement new changes. Petersham has changed their early release time from 12:30 to 11:30 so that they can attend these trainings that are being offered. Chris Dodge stated that looking ahead in the month of October they have an early release day on the 9th for Professional Development, on October 11th there will be no Kindergarten that day due to teachers attending a training, on October 17th there will be an early release and 18th no school due to parent teacher conferences, and on October 25th they will be going to Mahar to talk about updating emergency management procedures. Chuck Berube asked if they were rated as a level 2 last year. Tari Thomas stated yes that is correct.

Bridget Koetsch wanted to let the committee know that on October 4th they are celebrating World Smile Day in Honor and Remembrance of Charlotte Kennan.

VIII. ITEMS FOR THE NEXT SCHOOL COMMITTEE MEETING- Russell Fontaine mentioned that Population Data as well as Transportation bids should be on next month's agenda. The School Choice Hearing will be rescheduled as soon as Tari Thomas has an opportunity to discuss this with Ken Rocke.

IX. EXECUTIVE SESSION –

X. **DATE OF NEXT MEETINGS-** October 23rd, November 20th, December 18th.

XI. **ADJOURNMENT-** *Russell Fontaine motioned to adjourn at 7pm. 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.

Minutes Recorded by: Alyssa Roberts

APPROVED: