

TYNGSBOROUGH SCHOOL COMMITTEE MEETING

July 17, 2007

The meeting was called to order by Chair Downing at 7:00 p.m. Those present were Diana Keohane, Martina Witts, and Burt Buchman

1. Call to Order
- A. Roll Call

Superintendent Hawkins, Business Administrator Joe Messina, and Student Representative Ian Tucke were also present.

School Committee members, Student Representative Ian Tucke, Business Administrator Joe Messina, Interim Assistant Superintendent Don Ciampa, Superintendent David Hawkins and Administrative Assistant Sue Harvey introduced themselves.

Burt Buchman made a motion, seconded by Diana Keohane, to approve the Minutes of June 19, 2007.

2. Approve the Minutes of June 19, 2007

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins acknowledged the update from the Massachusetts Association of School Superintendents regarding the FY08 Budget and the Cherry Sheets.

3. Correspondence
- A. Update on FY08 State Budget

Some discussion was held regarding the Kindergarten Expansion Grants.

Superintendent Hawkins acknowledged the June 2007 letter from the Tyngsborough Scholarship Trust noting that they have awarded over \$50,000 to 71 graduates of the Class of 2007 (65 of the 71 were from THS). They asked students to respond to two questions:

- B. Tyngsborough Scholarship Trust Letter (June 2007)

1. What did you find was the most valuable aspect of being part of your high school or town
2. What would be the single most important improvement you would make at your high school

In response to #1, the majority have valued the close-knit feeling of the high school, the sense of community, and the camaraderie felt during school activities.

In response to #2, students participating in athletics would like user fees to be eradicated, and students not involved in athletics would like to see a more diverse offering of non-athletic extracurricular activities. Students also felt the rigor of the curriculum for some college level and AP courses is disappointing.

Some discussion was held.

Not on the Agenda: Superintendent Hawkins acknowledged the letter regarding the informational session to learn more about the local option to provide municipal health insurance through the State GIC.

Not on the Agenda:
Health Insurance
Informational Session

None at this time.

4. Visitors' Comments and Questions

Superintendent Hawkins acknowledged the letter from Steve Coughlan notifying him that students Katie Koczan, Michael Koczan, Cam Toye and Cody Lewis were chosen by the Boston Red Sox to participate in a videotaped visit to Fenway Park airing later this month on NESN.

5. Share the Success

Don Ciampa noted that it will be broadcast on Sunday evening at 10:30 p.m. on Channel 38.

Superintendent Hawkins noted that School Committee Policy #1.8 requires that the Policy Book is reaffirmed in July.

6. Policy
A. Reaffirm School Committee Policy Book

Some discussion was held.

Diana Keohane recommended a new policy regarding the hiring of personnel and parent involvement in the hiring.

Superintendent Hawkins noted that they do have a policy that speaks to that issue.

Burt Buchman made a motion, seconded by Martina Witts, to reaffirm the Policy Book.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins noted that the Goals, being presented for consideration, originate from the Strategic Plan. The only change being proposed for this year is to "highlight" the positive aspect of Goal #5.

B. First Reading
Policy #1.6B
Goals - 2007/08

Some discussion was held.

Burt Buchman made a motion, seconded by Diana Keohane, to approve the Goals for 2007/08 as a First Reading.

Martina Witts noted that in her opinion, Goal #7's wording is inappropriate (High Stakes Testing).

It was suggested that maybe they call it MCAS Success.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins informed the Committee of the following appointments:

- Carol Poulin SPED Team Chair @ TES
- Beth Ann Frechette SPED Team Chair @ TECC
- Kristie Koester SPED Gr. 4-5 @ TES
- Taylor Wyre Social Studies @ TMS
- Caroline Kzenovitz ELA @ THS
- Andrew O'Brien Assistant Principal @ TES
- Amy Corrigan Foreign Language @ THS
- Lynne Murray Teacher @ TES
- Ellen O'Neill Speech & Language Pathologist
- Kathleen Georges Paraprofessional @ TES
- Kerry Clery Assistant Principal @ TES (1 year)
- Brian Roark SPED Teacher @ TMS

Diana Keohane made a motion, seconded by Burt Buchman, to acknowledge receipt of the information.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins notified the Committee of the following resignations:

- Sarah Sparks 5th Grade Teacher @ TES, after seven (7) months

Diana Keohane made a motion, seconded by Burt Buchman, to acknowledge receipt of the information.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins notified the Committee of the following request for a leave of absence for the 2007/08 school year:

- Michelle Mulik 8th Grade Teacher @ TMS

Burt Buchman made a motion, seconded by Martina Witts, to approve the leave of absence for 2007/08.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Business Administrator Joe Messina, gave an update on the FY07 Budget. He also noted that as they enter in FY08, he is looking to streamline some of the inefficiencies that have developed in the line item overrun process.

7. Personnel

A. Notification of Appointments:

- Carol Poulin
- Beth Ann Frechette
- Kristie Koester
- Taylor Wyre
- Caroline Kzenovitz
- Andrew O'Brien
- Amy Corrigan
- Lynne Murray
- Ellen O'Neill
- Kathleen Georges
- Kerry Clery
- Brian Roark

B. Notification of Resignations:

- Sarah Sparks

B. Notification of Resignations:

- Michelle Mulik

8. Unfinished Business

A. Update on FY07 Budget

Some discussion was held regarding reporting the overruns and about the possibility of having this information online.

This item will be brought back on another agenda.

Diana Keohane made a motion, seconded by Burt Buchman, to acknowledge receipt of the information.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Superintendent Hawkins gave the School Committee an update on the following projects: B. Update on Summer Projects

- ❖ **Re-roofing at TECC** - The project is underway. Did experience water leak over weekend. They are currently in discussion with the contractor.
- ❖ **Boiler Concerns** - Boiler was inspected and did pass. This item needs to be brought to the attention of the Capital Asset Committee.
- ❖ **Washington Savings Bank** - WSB has all the necessary permits and they should be up and running by mid September.
- ❖ **TES Sewer Line** – Mr. Trearchis did seek permission from the Board of Selectmen to do a home patch which seems to be working. Cost approximately \$14,000.
- ❖ **7/4/07 Power Surge @ THS** - During the July 4th weekend, the HS had a lightening strike which blew the electrical surge protectors. They are working with the insurance company.
- ❖ **Technology Update** - Written update from Rob Ford, Technology Director.

Don Ciampa gave updates on the following:

- ❖ **Computer Software Update** – Migration of Information System
- ❖ **Communication System @ TMS/THS** - Valley Communications has been at TMS/THS/Central Office installing the phones and training.

Don Ciampa noted that he has solicited staff volunteers to be part of the Transition Team. They are working on putting together a District Directory listing staff members and their job descriptions. This should be available the first week in November. He noted that their next task is a Needs Assessment. C. Update from Transition Team

Some discussion was held.

Bill Downing asked for his list of priorities for FY08 to be brought to the August meeting.

Diana Keohane discussed the deadline of July 31st for submitting any proposals for major upgrades to any school building. They have been hearing for many years how many things need to be fixed at the Middle School. She recommended submitting a proposal to the SBA for upgrades at the Middle School.

9. New Business
-Proposal for Upgrades at TMS

Some discussion was held.

Bill Schedules were signed.

10. Signing of Bill Schedules

None at this time.

11. Visitors' Comments
and Questions

Diana Keohane asked the Superintendent to include, in this package, Municipal Health Insurance Costs which appeared in the July 8th Boston Globe. She noted that Tyngsborough increased from \$1 million to \$2 million in five (5) years. She also noted that she hopes everyone is having a great summer.

12. School Committee
Discussion

Burt Buchman noted that across Massachusetts, there has been a 48% increase in five (5) years.

Chair Downing noted that the School Committee has no jurisdiction over health insurance costs, they are negotiated through the Board of Selectmen. He noted that it is up to the BOS to negotiate better rates for the town and the unions.

Martina Witts noted that she has been asked about the status of the Education Foundation and the disbursement of funds. She noted that they have attempted to get citizens to participate.

Superintendent Hawkins noted that there has been no interest.

Mrs. Witts also noted that people feel hesitant to contribute when there is no plan in place. She also asked about having the Agendas posted on line and if they could put most of the School Committee package online as well.

Joe Messina noted that the Board of Selectmen needs to form a committee which should include the Superintendent or his/her designee and at least 3 to 5 community members.

Martina Witts noted that School Committee members are members of the community and asked if they can be on the committee.

Joe Messina noted that the Massachusetts General Laws are vague.

Superintendent Hawkins noted that he has asked Rob Ford to work on updating the web page. In regards to the School Committee packages, he noted that the problem is not everyone has access to a computer. They have to have a paper trail of everything. He will take a look at this.

Bill Downing asked Mr. Ciampa how the change in user fees is working out.

Mr. Ciampa noted that the student I.D. process has begun with Life Touch and they are scheduled to be ready the first week in September.

8 10 p.m.

13. Executive Session

Diana Keohane a motion, seconded by Burt Buchman, to go into Executive Session for the purpose of receiving updates on negotiations with Local #888 Secretaries and Unit A and come out only to adjourn the open meeting.

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

-Chair Downing	-Yea
-Mrs. Keohane	-Yea
-Mrs. Witts	-Yea
-Mr. Buchman	-Yea

8:42 p.m.

Diana Keohane made a motion, seconded by Burt Buchman, to adjourn the open meeting.

14. Adjournment

VOTE: UNANIMOUS 4, Yea 0, Nay 0, Abstain

Respectfully Submitted

Diana Keohane, Vice Chair

(Secretary, Collin Manzo, was not in attendance)

APPROVED: August 21, 2007