

Southampton School Committee
Monthly Meeting
Wednesday, January 26, 2011
Richard Dragon Library-William E. Norris School

MINUTES

I. Call to Order- Kimberly Schott, Chair

The meeting was called to order by Ms. Schott at 6:00 and all agreed that discussions should be abbreviated due to the snow that was accumulating and expected for the rest of the evening.

Present: Don Abel, Julie Babyak, Kim Schott, Dr. Jurgensen, Mr. Collins, Cynthia Landers and John Fitzpatrick

II. Routine Matters

A. Approval of minutes from December 30, 2010 meeting

On a motion (Babyak/Fitzpatrick) the Minutes of December 30 were approved 3-0-1

B. Circulation of Warrants

Warrants were circulated for individual's review.

C. Visitors

There were no visitors this month.

D. Tiger Talk

Mr. Fitzpatrick agreed to submit an update for Tiger Talk.

E. Other

III. Items Requiring Action

A. Superintendent's Evaluation

Ms. Schott collected the evaluation forms and informed the Committee that they will be submitted to the review committee next week. The evaluations will be summarized and a report will be presented and reviewed with the Superintendent in March.

B. Personnel Policies

Dr. Jurgensen shared that the review of the myriad custodian policies is ongoing and that he hopes to present the expanded study requested at our last meeting in February. Mr. Collins requested that the custodians be notified that the discussions are ongoing and Dr. Jurgensen offered to update the requestor. Mr. Collins informed the Committee that the custodians are a dedicated staff who have been very flexible through tough economic times and even replaced their overtime for comp time the past few years.

For the Committee's reference, Dr. Jurgensen distributed a matrix listing the various schools and the status of their personnel relationships with employees (contracts and/or policy) (handout)

C. Donation to World Language Program funding

On a motion (Fitzpatrick/Babyak) the Committee approved the acceptance of a \$5000 gift from a California philanthropist to be used towards education programs supporting World Language and World Culture based activities 3-0-1

IV. Budget

A. 2011-2012 – Budget Review

Ms Landers informed the Committee that she had reviewed the accounting software and that the FY11 Budget was performing within boundaries but that a formal review will be presented next month as there was no time to prepare a report this period due to FY12 Budget preparations.

Mr. Collins and Ms. Landers discussed their readiness to discuss Budget guidance for the FY12 Budget and that they had prepared various template scenarios and were ready for guidance and feedback from the Committee. In the discussion, it was agreed that at this point it is best to be prepared for guidance but that none could be given until State numbers are clearer and until the Town gives its guidance based on projected revenues.

Ms. Schott distributed a letter co-signed by the Chairs of the Selectmen and Finance Committee with an overview of Budget process this year and goals (attachment). The School Committee has been requested to meet with the Finance Committee on February 22 at 6:00 PM in the Town Library. The Committee agreed that at this meeting, we will seek clarity on the Towns goals (as stated in the letter or as refined at that point in the Budget cycle) and will request an update as to how the goals are being implemented across the Budget draft.

Ms. Landers shared that the Governor's first draft Budget had been released and that although Chapter 70 funding was increased statewide, the increase to Southampton was approximately \$12,000 while our foundation enrollment has decreased by 14 students.

Given the inputs during the meeting and considering the Town's goals, Ms. Landers and Mr. Collins were requested to be prepared to discuss options at our next meeting to include:

- Providing a list of our top 3 requests for improvements and funding required to accomplish the improvements
- An updated 5 year Capital Improvement Plan
- Budget templates that include level service, level funding and level salary scenarios (prepared for multiple scenarios including union and/or non-union scheduled salary increases, or level funding)
- Known funding options (grants, Choice, stimulus etc..) and prioritized lists in the event that reductions in staff and/or services are necessary

B. SOI – MSBA

Ms. Landers informed the Committee that the Statement of Interest signed by the Board of Selectmen, Superintendent and School Committee was submitted to the Massachusetts Building Authority on time. All of the documents were completed and coordination with the Selectmen's office was completed without issue. The Committee thanked Ms. Landers for completing the Statement of Interest and coordinating our joint response.

V. Policy

- A. EF – as approved 12/22/10 (handout)

On a motion (Fitzpatrick/Babyak) Policy EF was approved as amended 3-0-1

VI. New Business

- A. Other

Ms. Schott informed the Committee that the Board of Selectmen has scheduled a joint interview on February 8 at 7:00 PM in the New Town Hall to interview Jill Phelan for the open School Committee seat (interest letter handout).

VII. Superintendent

Dr Jurgensen reported that:

- The District's Bullying Intervention Plan has been submitted to the State and was filed on time
- New regulations for preventing and managing concussions are posted on the Regional website and that coaches are receiving awareness training
- The Hampshire Regional principal position has been posted and the first meeting of the Search Committee will be held next week (Laurie Farkas is Chair)
- The District will be negotiating 4 union contracts this spring (teachers and para)

- Hampshire has been recognize with lots of positive press based on student involvement in anti-bullying activities and awareness
- Another law is circulating in State circles that will address food allergies
- A letter was delivered to the Association outlining the School Committee's response to the question last month about Article 5 in the Teacher's Contract

VIII. Reports

A. Principal

Mr. Collins reviewed the Principal's Report (handout) and noted that:

- The Waste Management contract is expiring in September and that the Highway Department has been contacted to determine if they are interested in providing hauling services
- One of the recent storms damaged an air handling structure and shingles on the roof and will need to be fixed. The damage will be an expense and will not be able to be claimed on insurance as the damage is less than the deductible
- Mr. Cauley is following up on the request to the electric company to install lighting sufficient to light the rear parking lot entrance and sidewalk area
- The damage to the cafeteria bleachers is being looked at, it appears that the damage is from natural wear and tear and that the broken brackets are from the original cafeteria installation
- The Southampton Congregational Church made a donation to the Norris School for the reading program

B. PTO

No report this period

C. CES

No report this period

D. School council

Ms. Babyak reported that the Addendum to the School Improvement Plan is making its way through review and approval cycles ending with a review by the Superintendent.

E. Hampshire Regional School Committee

No report this period

F. Administrative Advisory

No report this period

IX. Discussion of warrants

Warrants were reviewed and signed without questions or comments.

X. Meetings:

- A. School Committee: February 15, 6:00, Norris School
- B. All School Committee Meeting: Thursday, February 17, 2011, HRHS
- C. School Committee joint with Selectmen: February 8, 7:00 Town Hall
- D. School Committee: March 23, 6:00, Norris
- E. School Committee: April 27, 6:00, Norris
- F. School Committee with Finance Committee: February 22, 6:00 Town Library

XI. Adjourn

On a motion (Babyak/Abel) the meeting was adjourned 4-0-0

Handouts

- January 26 Agenda
- December 30 Minutes
- Personnel Policy/Contract Matrix
- Correspondence from Board of Selectmen
- Policy EF
- Letter of Interest – Jill Phelan
- Principal's Report