

6/27/07
1 correction
approved

SOUTHAMPTON SCHOOL COMMITTEE MEETING
School Library - William E. Norris School

Wednesday, May 23, 2007

MINUTES

- 6:35 I. Called to Order - Barbara Ripa, Superintendent
Present: Don Abel, John Cowley, David Giles, Angela Valinski
Also: Barbara Ripa
- II. Elections - postponed until June meeting
- III. Routine Matters
A. April 25 minutes were approved on a Giles/Abel motion
B. Warrants were circulated and signed
C. Tiger Talk News is once again being distributed in paper format
D. Visitors - Parent Kim Schott voiced concern over the possibility of losing the reading specialist. Parent Sheila Deane voiced the same concern. Principal Collins explained how the cut may be necessary if the budget is not fully funded. Other visitors: Diane Scott, Association President and Finance Committee members Peter Valinski and John Fitzpatrick
- III. Principal's Report - Bill Collins
A. Principal Collins explained how he would adjust various allocations in the school budget if it were not fully funded. Technology, professional development and supplies would all be cut back and the math coach is not possible at this time. John Cowley asked about grants. Cindy Landers explained that all grants have been accounted for. John Fitzpatrick stated that it was the goal of the Finance Committee to keep a level head count in all town departments. He asked what dollar amount would achieve that for the schools. John Cowley asked what will happen without the math coach. Bill Collins said the school is likely to go into corrective action. The Committee agreed to hold a special meeting on May 30 to pare the budget presentation for Town Meeting.
B. Bill shared an emergency preparedness booklet prepared by the PTO and supplied to each classroom.
C. He is working on a 5-year personnel plan
D. Bill has given the roof repair information to Cindy Landers
E. The cost of the cafeteria floor repair will be assessed May 28
- IV. Old Business
A. Building use form and policy were reviewed and discussed. Bill and Barbara will continue to work on it to provide appropriate signature spaces for various uses of the building. The form will be brought back next time.
B. The School Calendar was approved with two edits: August 30 and 31 should be marked with a T.
C. Barbara was not able to locate a Vocational Schools policy. She will draw up one for next time.
- V. New Business

- A. Line-Item Transfers were explained by Cindy. On an Abel/Giles motion, the Committee voted to approve the line-item transfers and signed the form.
- B. Barbara shared a letter from Representative Peter Kocyt regarding additional Chapter 70 funding.

VI. Other Reports

- A. Superintendent - Barbara Ripa shared that the Union #66 meeting will be held on June 20th at 6:15 in Williamsburg.
- B. PTO - Parent Teacher Organization - Angela and Don will share this responsibility
- C. William E. Norris Council - no report
- D. Hampshire Regional School Committee - Don shared information regarding policy review taking place. He requested that Barbara keep the Committee updated with what policies are being reviewed by the other committees as well as other matters being worked on.
- E. Hampshire Educational Collaborative - no report

- VII. Future Business - Bill shared that his staff will be featured on a panel discussion at Westfield State College on July 31st. The topic will be teacher mentoring. He invited a representative from the Committee to sit on the panel. Angela volunteered.

9:53 Adjourn - On a Giles/Abel motion, the Committee voted to adjourn at 9:53 p.m.


Barbara Ripa, Scribe

Southampton School Committee
Minutes of Meeting
William E. Norris Library
April 25, 2007
6:30 pm.

5/23/07.
approved

Present: Angela Valinski, Dave Giles, Dena Roy, Don Abel, Bill Collins, Cindy Landers
I. Call to Order: 6:35 pm.

II. Visitors: Diane Scott- to see calendar. The Committee discussed with Diane Scott the start date for the school year. Hampshire Regional has been starting before Labor Day weekend. The School Committee is sensitive to the needs of the faculty at Norris, and at the same time recommends it would like the start date to be synchronized with the district. The calendar vote was postponed until the next meeting, to give adequate time for review and consideration.

III. Routine Matters

- A. Approval of the 3 / 28/07 minutes on a motion (Giles/Abel)
- B. Tiger Talk Newsletter-
- C. Review and Approve warrants: The warrants were circulated and approved.

IV. Principal Report

Bill reported the School Choice recap for 2007/2008 slots total 15- listed below
Kindergarten (10), grade 1 (2), Grade 2 (1) Grade 5 (2)

The Clark Chapman field trip will occur. Bill spoke to the bus company and resolved the issues related to the field trip. Cindy added that field trip language will be added to future contracts.

V. Old Business:

Barbara will be providing a copy of the building use policy.

VI. New Business:

Barbara informed the committee the meeting with the finance committee was positive. School Choice money should not be part of the Budget request and it is to be used for educational purposes. Warrants will be made up for the dishwasher and textbooks. Bill is getting an estimate for the roof and carpet. A warrant for the roof will be submitted to the select board. Additional information will be needed regarding the carpet and floor covering. Town meeting will be on Tuesday, June 5th. The committee briefly discussed bus service, route distances, walking and door to door stops.

Cindy requested line item changes approved on a motion (Giles/ Roy).

Angela suggested member be thinking of the duties they would like for the next year appointment. The term ended for Dena and the committee thanked her for her 3 years of service.

VII. Reports:

- a. Superintendent-
- b. PTO-
- c. Norris School Council-
- d. Hampshire Regional School Committee-
- e. HEC -

Future Business:

The next meeting will be held May 23, 2007 at 6:30.

Adjourn 9: 28 pm.

Dena A. Roy
Secretary, Southampton School Committee

Southampton School Committee
Minutes of Meeting
William E. Norris Library
March 28, 2007
6:30 pm.

4-25-07
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1 correction

Present: Angela Valinski, John Cowley, Dena Roy, Don Abel, Bill Collins, Cindy Landers

I. Call to Order: 6:35 pm.

II. Visitors: Susan Kozub – from Chapman House came to express financial concern regarding the price of busing to transport grade 2 and grade 5 students for the annual field trip. Bill is working on transportation alternatives to ensure the field will be possible.

III. Routine Matters

- A. Approval of the 2/ 28/07 minutes on a motion (Abel/~~Giles~~) Cowley
- B. Tiger Talk Newsletter- now online, John suggested keeping a paper copy system for some parents who may prefer it. Bill suggested having parent sign up to get it e-mailed.
- C. Review and Approve warrants: The warrants were circulated and approved.

IV. Principal Report

Bill reported Norris teacher Mr. Flynn is a candidate for Teacher of the Year. John suggested becoming involved with the state geography competition.

V. Old Business:

The committee discussed the building use policy with regard to outside organizations. The classification scale was reviewed to ensure outside organizations are compensating for building use.

VI. New Business:

Cindy updated the committee on the budget. A meeting with the Finance committee is scheduled for April 12 th. The Committee discussed the Technology support position and also the concern to be able to add the ½ math teacher position. On a motion (Abel, Cowley) the committee voted to approve the 2 007/2008 Budget for \$4,107, 492. On a motion (Abel, Cowley) the Committee approved School Choice for the 2007/2008 school year. Superintendent Ripa reported on a recent meeting regarding fuel and concluded there is not a significant change in price to change the current system. Cindy had one line item change from Sped Teacher salary to Sped contract services, approved on a motion (Abel, Cowley).

On a motion (Abel) the Committee approved the previously discussed Sub-pay scale. Also, the Paraprofessionals have informed the Superintendent they would like to begin negotiations for a contract. John Cowley will be on the negotiating team.

VII. Reports:

- a. Superintendent-
- b. PTO-
- c. Norris School Council-
- d. Hampshire Regional School Committee-
- e. HEC –

Future Business:

The next meeting will be held April 25, 2007 at 6:30.

Adjourn (Abel/Roy) – 9: 20 pm.

Dena A. Roy
Secretary, Southampton School Committee

3-28-07
approved

Southampton School Committee
Minutes of Meeting
William E. Norris Library
February 28, 2007
6:30 pm.

Present: Angela Valinski, John Cowley, Dave Giles, Dena Roy, Don Abel, Bill Collins, Cindy Landers
I. Call to Order: 6:35 pm.

II. Visitors: Southampton Town Administrator- Diana Schindler

III. Routine Matters

- A. Approval of the 1/ 24/07 minutes on a motion (Abel/Giles)
- B. Tiger Talk Newsletter- now online, Dena will submit
- C. Review and Approve warrants: The warrants were circulated and approved.

IV. Principal Report

Bill reviewed enrollment and next meeting School Choice will be voted on by the committee. Currently there are 14 school choice students enrolled this year. Bill would like to have 18 students per class and expects to possibly add 21 more school choice students next school year.

Bill updated the committee regarding the Cafeteria and handed out a financial report.

Breakfast total	Breakfast total
9/01/05-2/28/06= <u>\$3,656.51</u>	9/01/07-2/28/07= <u>\$8,082.21</u>

In addition, Bill informed the committee regarding replacement of the school dishwasher and handed out information about energy and water efficiently. Also, Bill reported the Health department had inspected and requested new shelving and a lock for the freezer. Bill provided a copy of the building use procedures. Don Abel thanked Bill and school for the great basketball season. Bill informed the committee regarding the CPR training and that it would be done during the professional to eliminate the need for substitute coverage and travel to BSMC. Bill also provided information regarding the benefits of offering foreign language. The Wellness committee is putting together a newsletter.

V. Old Business:

The long-term substitute policy and advertising policies discussion were tabled until next meeting. The vocational transportation item is waiting a legal opinion. Cindy informed the committee of the Governor's budget and Southampton is not on the "list" to get more money. Chapter 70 money increased by \$26,000 from last year. Cindy provided a list of grants that had been previously requested.

Items discussed included:

- adding math remediation to help with AYP in math
- *continuing the mentoring program.
- Technology-keeping up with updates and improvements
- Increasing classroom supplies by a total of \$11,000.
- Foreign language is not in the budget.

Town Administrator Diana Schindler suggested we prepare our capital expenses which stabilization money can be used. Some examples included new equipment, security system, and dishwasher.

VI. New Business:

The committee discussed ways to improve communication between among the 5 towns. Don suggested group meetings. Other suggestions included common agenda items to keep the issues streamlined between the towns.

VII. Reports:

- a. Superintendent-none
- b. PTO-
- c. Norris School Council-
- d. Hampshire Regional School Committee-
- e. HEC -

Future Business

The next meeting will be held March 28, 2007.
Adjourn (Abel/Roy) - 8:56 pm.

Dena A. Roy
Secretary, Southampton School Committee

Southampton School Committee
Minutes of Meeting
William E. Norris Library
January 24, 2007
6:30 pm.

Present: Angela Valinski, John Cowley, Dave Giles, Dena Roy, Don Abel, Barbara Ripa, Bill Collins

I. Call to Order: 6:35 pm.

II. Visitors: Diane Scott, Mary Phelan, Cindy Landers, Mr. Hyde -Mr. Hyde was present to answer questions regarding the AED policy. The Fire Department has accepted responsibility for maintaining and updating the AED unit. Norris is supplying the personnel to use the unit. The personal should be trained in CPR and the fire department is willing to do the training for the cost of the books approximately \$25.00 per person. The Chief will submit a document outlining the Fire Department's role.

III. Routine Matters

- A. Approval of the 11/29/06 minutes on a motion (Cowley/Giles)
- B. Tiger Talk Newsletter- now online, Dena will submit
- C. Review and Approve warrants: The warrants were circulated and approved.

IV. Principal Report

Bill updated enrollment total- outplaced 6. Bill also provided a recap of the Professional day, it was successful. Bill also provided follow up information that had been previously requested. The building use policy KFA was attached for the committee to review included was Bill's recommendations. Bill recapped the Cafeteria Financial Report.

V. Old Business:

There are two districts near us considering using Bus Radio-near us Monson and Palmer. Barbara informed the committee the contract is three party, the school, the bus company and bus radio, she provided example copies of the contracts. The committee discussed the proposal of having bus radio. The bus company is exploring the quality of the technical service and the content of the product. The bus Company recommends continuing to gather information regarding the issues, of installment, technical service and content. The committee will consider new information when it becomes available-tentatively April. The issue with the districts they install the equipment and should the contract end we keep the radios. PTO is not subject to open-meeting law.

VI. New Business:

Cindy informed us of the budget updates for line items. Motion to accept the line items transfer (Giles/Abel) approved. Cindy presented the preliminary 2008 budget. Bill reminded the committee that 2 teachers and assistant principal are paid by School choice funds 35 students are currently School Choice. The next meeting Bill will bring the new data regarding School Choice and the School committee will make recommendations for next year on page 6. Cindy will provide a summary of grants. Bill will provide a summary of what the new budget will include. Some examples the art supplies were increased, and technology training will be added to keep up with the new technology, new mentoring program, new paraprofessional tuition reimbursement for continuing education, adding T1 line, math remediation to improve the math program. Angela reported on the Superintendent review.

VII. Reports:

- a. Superintendent-none
- b. PTO- Bill reported the PTO approved money for the Art teacher and preschool for a reading center
- c. Norris School Council-finished reviewing last years school improvement plan
- d. Hampshire Regional School Committee- teachers' contract being negotiated, teachers presented layered teaching model.
- e. HEC - none

Future Business:

The next meeting will be held February 28, 2007.
Adjourn (Abel/Roy) -- 8:56 pm.



Dena A. Roy
Secretary, Southampton School Committee