Minutes

**ATHOL-ROYALSTON REGIONAL SCHOOL COMMITTEE**

**August 17, 2016 6:30 P.M.**

**Athol Community Elementary School**

# CALL TO ORDER

The session was called to order by Vice-chair Debbie Kuzmeskas at 6:33 P.M.

1. **ROLL CALL –** 
   1. **SCHOOL COMMITTEE**

Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Present Dale Lougee Present

Joseph Maga Present Mitchell Grosky Present

Lee Chauvette Present Charles Pretti Present

Amber Parker Absent Carla Rabinowitz Present

**B.** **RECORDING SECRETARY** Julie Marynok

Also present: Superintendent S. Meyer, L. Bassett and Atty. Dupere

**III. APPROVAL OF MINUTES**

July 20, 2016 – Regular Session – M. Grosky moved approval, C. Rabinowitz seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

July 20, 2016 – Executive Session – L. Chauvette moved approval, M. Grosky seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

**VI. PUBLIC INPUT –** None

**V. STUDENT REPRESENTATIVE - None**

**VI. RECOGNITION**

M. Grosky recognized everyone connected with the building project

C. Pretti recognized the administrative team for the tours of the school

D. Kuzmeskas recognized Superintendent Meyer for a letter received from a student thanking him for standing by her through her high school career

S. Meyer informed the committee of the upcoming recognitions for students and staff starting in September

**VII. UNFINISHED BUSINESS**

Update – MSBA Building Project – Building Committee Chair Karen McNiff thanked everyone involved in the building project

Update – Preschool – Final letters sent to families with a follow up phone call to parents

Update – Administration/Staff /New Hire listing – A list of all staff was given to the committee

Update – Lunch pricing for next year – The school year will start off offering free breakfast and lunch.

Should the need to charge arise, the district will send home letters to households giving them notice. J. Maga moved approval of the plan, M. Grosky seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Student Activity Accounts

Checking Account Caps – L. Chauvette moved to approve checking account caps as recommended by the business manager, J. Maga seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Active Accounts – L. Chauvette moved to approve the recommended accounts as presented by the business manager, M. Grosky seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Closed Accounts – L. Chauvette moved to close inactive accounts as recommended by the business manager, C. Pretti seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

**VIII. NEW BUSINESS**

NSIP – Entry Plan – Superintendent Meyer gave a list of his NSIP entry plan.

Teacher Summer Workshop – August 16 – 18 – FYI

First Week for Teachers – August 29 – September 1 – FYI

Opening of School – September 6 – FYI

Handbooks and Plans

Student Handbooks – L. Chauvette moved approval pending proofreading and any legal changes, C.

Pretti seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Faculty Handbooks– L. Chauvette moved approval pending proofreading and any legal changes, C.

Pretti seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Crisis Plan – L. Chauvette moved approval, A. Parker seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Medical Emergency Plan – L. Chauvette moved approval, M. Grosky seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Bullying Plan – L. Chauvette moved approval, C. Pretti seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Pleasant Street School Tag Sale – August 20th from 8:00 am – 3:00 pm – FYI

Elementary Report Cards – Trimester/Standards based report cards. Final proof to be reviewed by the committee. L. Chauvette moved approval, C. Pretti seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Treasurer/Assistant Treasurer – Jill Berry has left. There is a need for an assistant treasurer to sign checks until Ms. Berry’s replacement is hired. Julie Marynok is already in the system and has been trained by Ms. Berry. J. Maga moved to appoint Julie Marynok as assistant treasurer, L. Chauvette seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Resource Officer MOU – Doug Kaczmarczyk has been appointed the position of School resource Officer for the Athol-Royalston Regional School District. Chief Kleber and Superintendent Meyer have created a Memorandum of Agreement for employment in the district. J. Maga moved approval, L. Chauvette seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

**IX. COMMUNICATIONS**

**X. FINANCIAL STATEMENTS AND APPROVAL OF ACCOUNTS**

a. Business Managers Report and Financial Statement – Closing up FY16

**XI.** **STRATEGIC PLAN UPDATE**

Year 2 Priorities – L. Chauvette moved the priorities as submitted, J. Maga seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

**XII. REPORTS OF THE COMMITTEE**

1. Reports of the Chair

2. Budget/Finance Sub Committee – Closing up FY16. FY17 is starting off on a good path.

3. Facilities/Buildings/Grounds Sub Committee – Many improvements have been done over the summer at the High School. Hallways tiled, Painting of walls to be completed, Locker room renovations and updates, public bathrooms at the main entrance on the list to start renovations, lockers have been ordered for the boys locker room and should be here in late September, early October, auditorium is empty and the room will be painted with seats arriving in September.

4. Negotiations Sub Committee – Committee met to discuss treasurer position and candidates.

5. Academic Excellence Sub Committee – Embedded in tonight’s agenda.

6. Public Relations Sub Committee – Trifolds have been given out. Will have at all upcoming community events. 1002 facebook fans on Celebrating Schools page. Kudos to Ed, Chris and Josh for all their work on the districts website.

7. Policy Sub Committee – ECB-A – L. Chauvette moved to forgo the three readings, C. Rabinowitz seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

M. Grosky moved to adopt ECB-A, L. Chauvette seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

**XIII. COMMITTEE MEMBER REFERRALS**

D. Lougee hopes the nurse’s suite will always remain a nurse’s suite and not have it be used as classroom space in the years to come.

M. Grosky stated we should all be satisfied with everything that has been done for the students and families of this district for building such a beautiful school.

S. Meyer thanked everyone involved with tonight’s open house at the Athol Community Elementary School

**XIV. EXECUTIVE SESSION, Chapter 30A, Section 21 (Summary) - *To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.  The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties;***

1. ***To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel;***
2. ***To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;***
3. ***To discuss the deployment of security personnel or devices, or strategies with respect thereto;***
4. ***To investigate charges of criminal misconduct or to consider the filing of criminal complaints;***
5. ***To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;***
6. ***To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements;***
7. ***To consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants;***
8. ***To meet or confer with a mediator, as defined in section 23C of chapter 233, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or entity,***
9. ***To discuss trade secrets or confidential, competitively-sensitive or other proprietary information;***

**XV. ADJOURNMENT**

L. Chauvette moved to adjourn, D. Lougee seconded, motion unanimous.

**Vote: 8-0-0** Nancy Melbourne Absent Joao Baptista Absent

Deborah Kuzmeskas Yes Dale Lougee Yes

Joseph Maga Yes Mitchell Grosky Yes

Lee Chauvette Yes Charles Pretti Yes

Amber Parker Yes Carla Rabinowitz Yes

Meeting adjourned at 8:24

Included:

Minutes

Superintendent entry plan

Para welcome letter

SRO MOU

All handbooks

Crisis plan

Medical emergency plan

Bullying plan

Financials

Activity accounts  
Strategic plan

Staff list

Starrett tool letter

Academic Excellence minutes

Policy committee minutes

Budget/Facilities minutes

Public Relations minutes

Policy