

**Medway School Committee
Minutes
January 4, 2007**

The Medway School Committee held a meeting on Thursday, January 4, 2007, at 7:00 p.m., in the School Committee Room, Medway Middle School, 45 Holliston Street, Medway. School committee members in attendance were: Chairperson Susan Connolly, Tina Wright, Steven Dahl, Charles Myers, Dawn Rice-Norton, and Joanne Scheid. Also in attendance were Superintendent Richard Grandmont, Director of Operations and Finance David Verdolino, and Medway Federation of Teachers Representatives Richard Flaherty and Michael Regan. Student Advisory Council Representative Rachel Heller was present. The meeting was carried live on cable television.

A. CALL TO ORDER

Chairperson Connolly called the meeting of the school committee to order at 7:03 p.m., noting all members were present.

B. APPROVAL OF WARRANTS

The warrants were reviewed and signed.

C. PUBLIC PARTICIPATION

None.

D. APPROVAL OF MINUTES

Moved by Mr. Dahl, seconded by Ms. Wright, to approve the minutes of December 7, 2006, as amended by Mr. Myers. All in favor.

Moved by Mr. Myers, seconded by Ms. Wright, to approve the minutes of December 18, 2006. All in favor.

E. REPORT OF STUDENT ADVISORY COUNCIL

Rachel reported:

- The names of the students of the month;
- Two students represented Medway at the Deval Patrick Inauguration;
- A member of Medway Newswatch also attended the Patrick Inauguration;
- Rehearsals for the musical "Hello Dolly" have begun;
- The Holiday Party at the Medway Shelter was a success and everyone had a good time.

F. REPORTS OF COMMITTEE MEMBERS

None.

G. ADMINISTRATIVE UPDATE

1. Report of the Chairman

Ms. Connolly reported that she attended a recent Board of Selectmen meeting at which all town departments were asked to submit a level-funded budget. The selectmen noted that this request was made because town revenues could be slightly decreased, stay the same or be slightly increased for FY08

Ms. Connolly noted that with a level-funded budget, the school department will be looking at cutting approximately \$761,000 from the budget.

Ms. Connolly reported that the MFE was holding its annual Spelling Bee on Thursday, January 25th, in the Memorial School Cafeteria and that the school committee team was in place.

2. Report of the Superintendent

The superintendent reported that he had been in contact with the learning service coordinator from Hudson, and it was tentative she would attend the January 18th meeting to make a short presentation and answer questions.

Dr. Grandmont stated that the two students who went to the governor's inauguration were Ryan Piccarello, grade 10, and Thea DeGiamarino, grade 9. He noted that copies of each student's essay was in committee members' packets.

The superintendent noted that over the holiday vacation security buzz-in systems, similar to the one used at the high school, were installed at all schools except McGovern School. He stated that McGovern school's security system will be done in the very near future.

- **Interim Assessment of 2006-2007 Goals** – The superintendent gave a brief, verbal update on the progress toward achieving the 2006-2007 goals.

Mr. Myers stated that if the superintendent has an action plan and the school committee does not provide the resources for that action plan, it should not go against the superintendent trying to meet that plan.

The superintendent stated he was looking for direction from the committee regarding the format to be used to let parents and the community know what the school department's critical needs were.

After discussion, it was the consensus of the school committee that the superintendent prepare the information in bullet format; list what has already been cut; list the critical needs with short succinct impact statements; list what school(s) will be impacted; list a footnote at the bottom where to go on the website to get full details; and the information will go home with students via backpacks.

The superintendent stated that he wanted to prepare the document and have the committee look at it before it goes out to parents and the community.

The superintendent stated that he would be asking the school committee at the January 18th meeting to authorize him to submit to the Town Administrator the School Department FY2008 Working Draft Budget.

The superintendent noted the information in committee members' packets on "School Dude". He stated that this program is designed for school systems to manage maintenance needs of school facilities.

H. DISCUSSION ITEMS

1. Budget – Dr. Grandmont stated that Mr. Verdolino had prepared a new six-page reporting proposal which will be presented to the school committee each month. After the committee reviewed the documentation, the superintendent would then have this information placed in a three-ring binder and keep it in his office so that anyone could come in and take a look at the budget information.

Mr. Verdolino explained in detail the report.

I. ACTION ITEMS

Ms. Connolly asked committee members if anyone minded taking the action items in a different order to accommodate people in attendance at the meeting. There was no objection.

1. For Consideration: Dedication of High School Gymnasium – Ms. Connolly referred committee members to a letter signed by four people respectfully requesting that the gymnasium at the Medway High School be dedicated to Kevin P. Clark, a 36-year employee of the Medway Public Schools who is retiring at the end of this school year. She noted that this item was introduced at the December 7, 2006, meeting and was now before the committee for a vote. in accordance with Policy #45.

Moved by Ms. Wright, seconded by Ms. Rice-Norton, that the school committee name the high school gymnasium "The Kevin P. Clark Gymnasium", in accordance with school committee Policy #45, and as recommended by the superintendent. All in favor.

H. DISCUSSION ITEMS - *continued*

2. Draft of 2007-2008 School Year Calendar - The superintendent noted that the proposed 2007-2008 school year calendar was a draft and being reviewed by the Management Team and the Medway Federation of Teachers. He stated he would be submitting a final calendar for adoption, in accordance with school committee policy #42, at the January 18th meeting.

3. Response to School Committee Requests – The superintendent provided and reviewed information on various topics requested by school committee members at the December 7th meeting. Items of information included:

- Driving Factors for Tier I Priorities;
- High School Staffing Rationale;
- MCAS Analysis – Students Below Scaled Score of 240;
- NEASC Report;
- Enrollment Trends;
- Students in Directed Study Halls;
- Value of Fine Arts;
- Leasing vs. Buying computers; and
- Cost Savings Measures.

4. Other – Dr. Grandmont reported that concrete blocks in the high school gym wall were protruding out and a crack line developed. He noted that Mr. MacLean called a structural engineer and the town building inspector right away. The superintendent reported that there was no immediate danger unless there was a snow storm; action was taken immediately to make the repair; the estimate for the repair was \$10,000 to \$15,000; if repairs were not made then that portion of the building would have to be closed down and there would be no gym classes, basketball games, etc. The superintendent noted that details of the problem and solution were outlined in the report of Gale Associates, Inc. which was in committee members' packets.

Mr. Myers asked that the superintendent or director of operations and finance initiate a conversation with the town administrator for cost recovery as this is a construction cost and should not come out of the school department's operating expenses.

I. ACTION ITEMS - continued

1. Staffing Update – Ms. Connolly noted the staffing sheet in committee members' packets.

2. For Consideration: Final Approval of Student Overnight Trip to French Canada – Ms. Connolly noted that preliminary approval for this trip was granted on December 7, 2006. The trip details were in committee members' packets for review.

Moved by Ms. Wright, seconded by Ms. Rice-Norton, that the school committee grant final approval for the student overnight trip to French Canada, scheduled for February 1-4, 2007, in accordance with school committee Policy #59, and as recommended by the superintendent. All in favor.

J. INFORMATION ITEMS

Ms. Connolly noted the various information items in committee members' packets.

K. COMMUNICATIONS

Ms. Connolly noted the various communication items in committee members' packets.

L. FUTURE AGENDA ITEMS

Ms. Connolly noted the following future agenda items:

- **Adoption of 2007-2008 School Year Calendar**
- **Interim Review of Superintendent's Performance**
- **Authorization for Superintendent to Submit FY2008 School Department Working Draft Budget to Town Administrator**

I. ACTION ITEMS - continued

4. Set Kindergarten Tuition and Athletic Fee Reduced Rate – Dr. Grandmont noted that the school committee, per the Full-Day Kindergarten Tuition Payments Policy #66, the school committee must annually establish a reduced kindergarten tuition and athletic fee rate for students who are eligible for free or reduced lunch. Although the actual rates will be set at a later date, the superintendent is recommending to set the reduced rate at a reduction of 80%, noting that this recommendation is consistent with free and reduced lunch guidelines and with the reduction rate set in the past few years.

Moved by Ms. Rice-Norton, seconded by Ms. Wright, that the school committee set the reduced kindergarten tuition rate and the reduced fee rate for students who are eligible for free or reduced lunch at an 80% reduction from the full cost of these programs for the 2007-2008 school year, as recommended by the superintendent. All in favor.

5. Other – None.

M. NEXT MEETING – All meetings are scheduled to begin at 7:00 p.m., in the School Committee Room (across the corridor from the Superintendent's Office), Medway Middle School, 45 Holliston St., Medway, unless otherwise noted. The next school committee meeting will be held on **Thursday, January 18, 2007**, at 7:00 p.m.

N. ADJOURNMENT

As there was no need for an executive session, at 9:40 p.m., moved by Ms. Rice-Norton, seconded by Mr. Myers, that the school committee adjourn. All in favor.

Respectfully submitted,

Carol A. Villa
Secretary

Approved: **January 18, 2007**