

EDGARTOWN SCHOOL COMMITTEE MINUTES

Wednesday, September 19, 2007

Edgartown School Library

7:00 PM

Those present were Chairperson Susan Mercier, Members Les Baynes and David Rossi, Superintendent Jim Weiss, Business Manager Amy Tierney, Principal John Stevens, Assistant Principal Anne Fligor, a few parents and staff members.

I. Approval of Minutes of June 13, 2007

On a motion by David Rossi, seconded by Les Baynes, the Committee agreed to accept the minutes of June 13, 2007.

II. Parents Groups and Community Input

No report was given.

III. Finance Report

Mrs. Tierney shared the FY08 Proposed Budget and the FY08 Budget Analysis with the Committee. She explained that the FY08 Budget was approved for \$5,372,711.70, an increase of 4.72% from FY07. However, the school also has access to \$53,000 School Choice Funds, which it reduces the budget total to \$5,319,711.70, an increase of 3.69%. As demonstrated in other Island schools, the School Choice Funds would be used in specific areas, such as fuel, where the bills are paid directly out of the School Choice Fund until it is depleted. Mrs. Tierney also reported that several lines in the budget will be adjusted to correctly reflect the change in personnel, in the early months of this school year.

IV. Superintendent's Report

A. School Choice Policy

Dr. Weiss told the Committee that each school with School Choice states the maximum class size allowed in its policy or states that the administration will determine its preference. On a motion by David Rossi, seconded by Les Baynes, the Committee agreed to amend the School Choice Policy to state the maximum class size to be 18 pupils, and they agreed to accept the second reading.

B. Resignations

On a motion by Les Baynes, seconded by David Rossi, the Committee agreed to accept the resignation of Computer Teacher Anne Caldwell, with regrets. On a motion by Les Baynes, seconded by David Rossi, the Committee agreed to accept with regrets the resignation of Long Term Substitute Teacher Assistant Sara Gamble, who had begun covering for Teacher Assistant Donna Bishop, on a leave of absence from September to December to fulfill her student teaching requirements at the West Tisbury School. The school will advertise to replace Ms. Gamble.

Dr. Weiss also reported the following technical changes in personnel status. Ellen Wannamaker has requested a leave of absence from her teacher assistant position to take the one-year-only remedial math position. Cathy MacDonald has requested a leave of absence from her resource room teaching position to take the 6th grade classroom teacher position. Debra Grant has requested reducing her assistant teaching position to 60% for one-year-only to care for the medical needs of a family member. The school will hire a 40% person to complete the week.

Dr. Weiss reported that the Island schools have enrollments this year have maintained numbers close to those of last year.

V. **Principal's Report**

A. Enrollment Report

Mr. Stevens reported that at present the Edgartown School's enrollment is at 326 students and 9 students attending other Island schools under the school choice policy.

B. Petty Cash Fund Request

Mr. Stevens reported that an official petty cash fund will be set up with funds coming from the principal's office expense line to help provide cash funds for small incidental expenses.

C. Student Activity Fund Account Request

In a related issue, the school will plan to pool all student activity bank accounts into one student activity fund with one checkbook for all expenses. This checkbook will require two (2) signatures on every check. This will satisfy the Town auditor's requirements, tighten up the handling of activity funds, and provide quick access to checks/cash for field trips and the like. The administration will come back to the Committee with a plan in October.

D. Contracts

Mr. Stevens and Mrs. Fligor reported on three contracts that will go out to bid. The Enrichment Coordinator position has gone out to bid, with a deadline of September 26. Donaroma's Nursery has placed a bid to maintain the school grounds from March thru October for a cost of \$1600. On a motion by Les Baynes, seconded by David Rossi, the Committee agreed to accept the Donaroma's bid. Bids were also received to maintain the air conditioning/heating equipment and bids were received for the maintenance of the rooftop exhaust fan. It was agreed that preventative maintenance was preferable to numerous service calls. These areas have not been cleaned or maintained for years. More information was requested about the prices and terms of the bids received. The Committee will discuss these areas again at the next meeting.

E. Health Curriculum Change

Mr. Stevens reported that the health coordinator has changed her schedule to fill in the time vacated by the lack of a Spanish teacher and a computer teacher. Health Coordinator Sue Costello will increase her work week from 2.5 days to 3.5 days, until those positions have been filled. Parent Stacy Wallace questioned the Committee and the Superintendent about the use of other community members or students to teach Portuguese to the students in the absence of a Spanish teacher. Dr. Weiss explained that the teacher's contract forbids the hiring of teaching personnel without the proper college background or Massachusetts certification. Mr. Stevens said that there are applicants responding now. Mr. Baynes asked if there was an alternative to hiring a certified computer teacher, such as a computer specialist. Dr. Weiss said that was also not an option.

F. Math Curriculum Change, 6th and 8th Grades

Mr. Stevens told the Committee that the 6th grade impact math textbooks will be ordered, with a cost of approximately \$3300 before discount. The 8th grade algebra textbooks from the University of Chicago have been ordered, costing \$2834.49. The textbooks were selected by Teacher Donna Lowell-Bettencourt and other teachers, based on a curriculum proposal.

G. Teacher's Conference Extension

Mr. Stevens told the Committee that Teacher Moira Silva has requested extending her NCTE conference in November by two days to be a presenter at the conference. She will attend the conference in New York from November 15 through November 20. The increase in cost for the extra days would be approximately \$680. On a motion by Les Baynes, seconded by David Rossi, the Committee agreed to grant Mrs. Silva the extended time.

VI. Old/New Business

Mr. Stevens shared with the Committee the changes in the Use of Facility requirements. The applicants must have a certificate of insurance. The school prohibits smoking and alcohol on the premises. The school is not responsible for items brought into the school by the applicants.

Mr. Baynes told the Committee he was concerned about the large classroom size in kindergarten, presently 20 students in each of two classrooms. He was told that the situation will be closely monitored.

The next scheduled school committee meeting will be held on Tuesday, October 16, at 7:00 PM.

With no further business to discuss, the Committee agreed to adjourn at 8:15 PM.

Respectfully submitted,

Pamela L. Cassidy
Secretary to the Committee