Minutes of the Regular Meeting of the East Bridgewater School Committee of Thursday, August 29, 2013

A regular meeting of the East Bridgewater School Committee was held on Thursday, August 29, 2013, at 7:30 PM at the Anne Kenneally Hynes Memorial Library. Members present included Chairperson George McCabe, Vice Chairman Jennifer Kitchenham, Keith Boyle, Heather Graham and Elizabeth Hayes. Superintendent of Schools John Moretti was also present.

Also in attendance were Facilities Manager Brian Kiely, school custodians Doug Ortenzi and Larry Witnauer, correspondent from WATD, Steve Brown and members of EBCTV, and a number of parents.

Chairperson McCabe called the meeting to order at 7:30 PM. He began by mentioning how pleased and honored he was to be having the first meeting of the 2013-2014 school year in the new Junior/Senior School.

REPORT OF THE STANDING COMMITTEES
1. Mr. McCabe reviewed the correspondence that had been received, which included a thank you letter from Marie Morey and the occupancy permits for the new school from the building inspector.
2. Mrs. Hayes was appointed the chair of the Community Relations Subcommittee and asked to serve as Secretary.

Motion was made by Kitchenham/Graham to take an item out of order, considering the parents who were present at the meeting. (Vote was unanimously in favor.)

NEW BUSINESS – Opening of the new school
- Superintendent Moretti acknowledged that the bus situation on the first day of school had been difficult. He apologized and explained the details of how it had happened and what would be done to fix the problems.
- Parents who made statements about how the bus issue had affected their children included Melody Stowe, Brenda Sheridan, Nicole Brown, Maureen Murphy, Nadia Clancy, Janice Phillips, and Nicole Howley.

PREVIOUS BUSINESS
1. Motion made by Kitchenham/Boyle to accept the minutes of June 13, 2013. (Vote was unanimously in favor.)
2. Motion made by Kitchenham/Hayes to accept the list of accounts payable warrants. (Vote was unanimously in favor)
3. Motion made by Kitchenham/Boyle to accept the list of payroll warrants. (Boyle, Graham, Kitchenham & Hayes in favor – McCabe abstained)
4. Motion made by Kitchenham/Boyle to accept the Memorandum of Understanding for the Maintenance/Custodial Services. This document is the result of consultations with DPW Director John Haines and Facilities Manager Brian Kiely. (Vote was unanimously in favor.)

5. Motion made by Kitchenham/Graham to accept the Memorandum of Understanding for Health Care Premium Contributions with the Selectmen. The Superintendent and members expressed appreciation for the assistance of Selectman Sheedy in moving this issue forward. Mr. McCabe acknowledged Superintendent Moretti’s assistance, as well. (Vote was unanimously in favor.)

6. Discussion regarding the Memorandum of Understanding that is currently under development with the Finance Committee. Superintendent Moretti expressed appreciation for the assistance of Finance Committee member Gordon McKinnon in developing the document.

7. Motion was made by Kitchenham/Boyle to accept the job description, Level 1 Software Specialist, presented by Superintendent Moretti. (Vote was unanimously in favor.)

NEW BUSINESS

1. Motion was made by Kitchenham/Graham to appoint Joanne Benner to the position of Recording Clerk. (Vote was unanimously in favor.)

2. The resignation letter of Michael J. Power was accepted. Discussion regarding Policy BBBE, which details the steps to be followed upon resignation of a member. Secretary Hayes will write an official letter to the Board of Selectmen to begin the process of replacing Mr. Power.

   Mr. Power was thanked and recognized for his involvements and commitments during his 5 years on the School Committee.

3. Superintendent Moretti presented the committee with a personnel report, which included retirements, resignations, new appointments and transfers.

4. “FY14 Budget Report” was tabled.

5. Motion was made by Kitchenham/Graham to approve the District Improvement Plan. (Vote was unanimously in favor.)

6. Motion was made by Kitchenham/Graham to endorse the Curriculum Steering Committees. (Vote was unanimously in favor.)
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7. Superintendent Moretti presented a draft Textbook Adoption Matrix that he will bring back to the committee after the principals have provided the information.

8. Motion was made by Kitchenham/Boyle to accept the FY15 Budget Itinerary, detailing the timetable for the development of the school budget. The timetable includes involvement of the principals and directors as well as meetings with the Town Administrator and the Finance Committee. It will also include forums with school boosters, PTOs, School Councils, and community groups. (Vote was unanimously in favor.)

9. Motion was made by Kitchenham/Boyle to appoint Superintendent Moretti to R.E.A.D.S. and P.C.C. (Vote was unanimously in favor.)

10. Superintendent Moretti discussed the importance of hiring 1.5 FTE to the existing custodial staff. He and Facilities Manager Kiely agree on the need for this addition in order to keep the new school clean. While these positions were not included in the current budget figures, Superintendent Moretti will be able to cover the cost from this coming year’s rental income. In addition, now that the facilities at the new school are more extensive, the committee will reassess the current rental structure.

Motion was made by Kitchenham/Graham to approve the 1.5 FTE addition to the custodial staff. (Vote was unanimously in favor.)

11. Superintendent Moretti discussed the recent sale of surplus materials, which totaled $10,207. While the school intended to use the funds for Student Activities, the Town Accountant informed the Superintendent that the funds must go into the town’s general funds. The Superintendent suggested that we request that the funds be transferred back to the school to be used specifically for Student Activities.

Motion was made by Kitchenham/Boyle to adjourn the meeting at 9:30 PM. (Roll call vote was unanimously in favor.)