

Whately School Committee Meeting
Whately Elementary School
Monday, January 8, 2018

MINUTES

Present: Chair Katie Edwards, Vice Chair Robert Halla, and Secretary Maureen Nichols;
Principal Pete Crisafulli; Director of Business Services Patricia Cavanaugh; and
Superintendent Lynn Carey

Chair Katie Edwards called the meeting to order at 6:04 pm.

On a motion from Bob Halla, and a second from Maureen Nichols, the Minutes of December 4, 2017 were approved by a vote of 3, 0, 0.

Patricia Cavanaugh gave the Financial Statement. She presented 5 warrants totaling \$39,856.61. Variances included added time for the ESL teacher and 2 instructional assistant positions that were decreased to add one special education teacher. We have 2 school choice students going out of district. School choice funding is a year in arrears, this increases our budget because we will not be reimbursed for the costs until the following year.

Lynn Carey read a memorandum from the Town Administrator, Brian Domina, with requests for the upcoming budget planning process including setting a meeting date with the Town Finance Committee and School Committee, health insurance and retirement obligated increases and a possible decrease in utilities.

There was no Public Comment.

Under Unfinished Business, there was an update on Capital Improvements. Brian Domina sent a memo discussing the fire suppression system update. He reported that an internal inspection this past summer revealed a significant amount of corrosion build-up in the inspected piece of pipe. Under the fire code, this triggers the need for a more thorough internal inspection.

A testing of randomly selected sprinkler heads did not pass the required pressure testing. Under the fire code, this triggers the need to replace ALL sprinkler heads in the building.

A committee consisting of John Hannum (fire chief), James Cerone (building inspector), Bob Lesko (facilities – school district), Pete Cristafulli (principal) and myself have met with several companies to explore the best path forward. Another meeting will be held this week. The previously scheduled meeting was cancelled due to the weather last week. Unfortunately, at this point, we do not have an estimate on what the total project cost will be. The internal scoping of the system will likely be between \$3,000 and \$4,000 for which town funds are available. It is fairly certain that the internal testing will need to take place during February break with the actual repairs occurring during the summer months when the children are not at the school.

There were some minor heating issues in the school with a frozen valve where glycol anti-freeze was put into the system to prevent future freezing. A new phone system has been chosen for the building and a new server is to be ordered and configured to work with the new system.

Also under Unfinished Business, the Superintendent's Goals were reviewed. Bob Halla motioned, seconded by Maureen Nichols. Approved 3, 0, 0.

Under New Business, there was discussion of the Whately Elementary School Mission Statement. The Frontier Regional and Union 38 Mission Statement is: Building dynamic learning communities, one student, one teacher, one family at a time. The Vision Statement is: Frontier Regional and Union 38 Schools will create vibrant, collaborative, engaging learning communities that empower students to become successful and self-sufficient participants in society.

The campaign Finance Report was completed and will be filed with the Town of Whately.

Principal Crisafulli presented the 2017-2018 School Improvement Plan. Items include the diversity of learners, community connections, and early childhood initiatives. On a motion from Bob Halla, seconded by Maureen Nichols, the 2017-2018 School Improvement Plan was approved 3, 0, 0.

Lastly under New Business, the proposed FY19 Budget was presented. Patti Cavanaugh explained the student/staff data sheet. We are keeping our eyes on the incoming kindergarten students as we are currently enrolling students now. She explained our summary of changes, which included an increase in negotiated CBA steps and a 2.5% increase in salaries. Also discussed were operational increases in central office costs (which included the district wide food service director), technology, software, and health insurance. There were decreases in building heat, electricity and retirement buy back expenses.

Bob Halla requested a complete list of employees and FTE amounts.

School Committee Chair Edwards spoke to the WES School Choice trends.

Principal Crisafulli gave his report. He spoke of the success of the community preschool screening day and the Student Council's new name of Global Leaders.

Superintendent Carey gave her report. She spoke of the District Special Education Strategic Plan Task Force.

On a motion from Bob Halla, and a second from Maureen Nichols, the meeting adjourned at 8:25 pm. Approved 3, 0, 0.

Respectfully submitted,

Lynn M. Carey, Ed.D.
Superintendent of Schools

Summary of Documents Presented:

1. Minutes of December 4, 2017
2. Monthly Financial Report
3. WES and FRSD Mission Statement
4. Campaign Finance Report
5. 2017-2018 School Improvement Plan
6. Proposed FY19 Budget
7. Report on WES School Choice Trends

8. Principal's Report
9. WES Newsletter
10. Superintendent's Report
11. Monthly Enrollment