

BURLINGTON SCHOOL COMMITTEE
JANUARY 13, 2008
Agenda

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Notice is hereby given in accordance with Chapter 39, Section 23B of the General Laws that a meeting of the Burlington School Committee will be held on Tuesday, January 13 at **7:30 p.m.** in the School Committee Room, Administration Offices, 123 Cambridge Street, Burlington, Massachusetts.

TOWN CLERK
BURLINGTON, MA

1. Pledge of Allegiance – **7:30 p.m.**
2. Approval of Minutes of 12/9/08
3. Public Participation
4. Information/Reports
 - a) Student Representative
 - b) Subcommittee Reports
 - c) Ways/Means
5. Instruction – RTI Update
6. Technology
 - a) January Town Meeting Presentation
 - b) Student Management Software
7. Communication
 - a) School Building Committee Charge/Meeting Schedule
 - b) Budget Update
 - c) Union Contracts and School Committee Minutes on Website
8. Old Business
 - a) Job Descriptions for School Based Webmasters – Second Reading
 - b) Subcommittees of the School Committee, Advisory Committees to the School Committee, School Council Policies – Second Reading
9. New Business
 - a) Out-of-State Travel – Washington, DC
 - b) Upcoming Faculty/Staff Daycare Presentation
 - c) School Improvement Plan, Submission & Approval of the School Improvement Plan, Conduct of School Council Business – First Reading
10. Public Participation
11. Executive Session
 - a) Approval of Executive Minutes of 12/9/08
 - b) Contract Negotiations
 - c) Litigation
12. Adjournment

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BURLINGTON SCHOOL COMMITTEE
MINUTES OF JANUARY 13, 2009

TOWN CLERK
BURLINGTON, MA

Chairman Michael F. DeSimone called this meeting of the School Committee to order at 7:30 p.m. in the School Committee Room, Administration Offices, 123 Cambridge Street, Burlington, Massachusetts. Present: Mr. Stephen A. Nelson, Mrs. Christine M. Monaco, Mr. Thomas F. Murphy Jr., and Mr. John L. Vanella. Superintendent Eric Conti, Director of Finance and Operations Craig Robinson and Assistant Superintendent Cindy Marchand also in attendance.

APPROVAL OF MINUTES Moved by Mrs. Monaco and seconded by Mr. Nelson to approve minutes of 12/9/08; motion carried 5-0-0.

PUBLIC PARTICIPATION None.

INFORMATION/REPORTS Jenna Burke reported on the new recycling program at BHS and status on fundraisers.

Student Representative

Subcommittee Reports None.

Ways & Means None.

INSTRUCTION Dr. Conti noted that the focus for the upcoming year will be a revised elementary schedule and a universal screening tool. A draft schedule has been created and will be shared with each school faculty in February. The first reading for the School Committee will be held on March 10 with a proposed implementation date of September 2009.

TECHNOLOGY The Superintendent reported that a network infrastructure proposal for \$1.2 million has been received from Cisco/CBE. The majority of this proposal is for a network foundation for the town and schools. The School Committee requested a vendor presentation of this proposal. Mr. Murphy requested an e-mail copy of the Superintendent's technology presentation to town meeting on January 26.

Student Management The current system (Winschool) will no longer be supported after this year; new student management software will need to be purchased.

COMMUNICATION This item was reviewed for a first reading at the 12/9 meeting. After discussion, it was moved by Mr. Nelson and seconded by Mr. Vanella to approve the School Building Committee Charge Statement, Membership and Organization as discussed with the changes of:

- in paragraph 4 – delete the words “conclude its work” & “and”
- insert date of: March 1, 2009
- add phrase to paragraph 4: Upon funding approval by the State, The School Building Committee will continue as an oversight committee during the design and development process

- modify last bullet to read: Being a resident or employee of the town of Burlington
The motion carried 5-0-0.

Mr. Robinson stated that everyone on the original Building Committee was interested in serving on the restarted committee. It was agreed that the first Building Committee meeting will be held Thursday, January 22, at 7 p.m. in the School Committee Room. The meeting will be posted and all Building Committee members notified. Moved by Mr. Nelson and seconded by Mr. Vanella to approve the Memorial School Building Committee member list dated 12/08 as presented; motion carried 5-0-0.

Mr. Murphy and Mrs. Monaco will report on Building Committee meetings at each School Committee meeting to keep the School Committee up-to-date, report on options, and to keep the School Committee involved in the decision making process.

Mr. Robinson reported that the next three phases of the Memorial project are: have the schematics and feasibility study completed by the end of February; obtain a funding agreement from the SBA, and the completion of design, development and construction documents.

Budget Update

The Superintendent noted that principal submitted their FY10 budget needs. Factoring in contractual obligations and the same levels of service, the draft budget is an increase of 5.9%. The town budget guideline is 3% and to meet that, \$1 million needs to be cut from the draft budget. No retirements have been factored in the draft budget. An additional two elementary teachers are being requested because of increased student enrollment. Due to a reduction in town local aid, the 3% guideline may be further reduced; this would quite likely affect some services. To fund negotiated salary increases a FY10 budget of 3.8% - 4% will be needed.

The Pine Glen principal position will be advertised this month and Dr. Conti will hold a meeting with faculty next week. A search committee will consist of administrators, two faculty members, support staff, and parents. Applications will be reviewed in February with interviews and site visits scheduled for March, and a new principal ideally hired in April.

Union Contracts and School Committee Minutes on Website

The town has requested that public School Committee minutes be available on the school web-site; the School Committee agreed. Union contracts will also be on the website as they become available.

OLD BUSINESS

This item was presented for a first reading at the 12/9

Job Description for School Based Webmasters – Second Reading

meeting. The format was researched and developed by Joanne Faust and will be used as a template for School Dept. positions. Moved by Mr. Murphy and seconded by Mrs. Monaco to approve job descriptions for high school and elementary/middle school webmasters; motion carried 5-0-0.

Subcommittees of the School Committee, Advisory Comm. to the School Committee, School Council Policies – Second Reading

These three draft policies were presented on 12/9. Moved by Mr. Murphy and seconded by Mr. Nelson to approve policy BDE and revise # 5 by deleting the words: The Committee chairperson; motion carried 5-0-0. Moved by Mr. Murphy and seconded by Mr. Vanella to approve policy BDF as presented; motion carried 5-0-0. The School Committee deferred action and requested that the Superintendent review draft policy BDFA #4 with Education Reform laws.

NEW BUSINESS

Upcoming Faculty/Staff Daycare Presentation

Faculty members will present a proposed staff daycare program at the Francis Wyman School at the January 27 meeting. It would need a one-time start up cost (from the Afterschool Program), would be budget neutral, and the School Department would help recruit and hire staff.

School Improvement Plan, Submission & Approval of the School Improvement Plan, Conduct of School Council Business – First Reading

The School Committee requested that the Superintendent review these three draft policies re: approval by Superintendent with Education Reform laws and report at the January 27 meeting.

Out-of-State Travel – Washington, DC

Moved by Mr. Murphy and seconded by Mr. Vanella to approve out-of-state travel for Cindy Marchand to Washington, DC on April 20 – 22, 2009. Motion carried 5-0-0.

PUBLIC PARTICIPATION

The press requested and was provided a copy of the FY10 draft budget.


EXECUTIVE SESSION

Chairman DeSimone announced that the Committee had a need for executive session and would only return to public session for the purpose of adjournment. Moved by Mr. Vanella and seconded by Mr. Murphy at 9:00 p.m. to enter into executive session to approve minutes, discuss contract negotiations, and litigation. Motion carried 5-0-0. Mr. DeSimone, aye; Mr. Murphy, aye; Mrs. Monaco, aye; Mr. Nelson, aye; Mr. Vanella, aye.

ADJOURNMENT

Moved by Mr. Vanella and seconded by Mr. Murphy at 10:20 p.m. to adjourn the meeting. Motion carried 5-0-0.

Respectfully submitted,



Sharon D. Gilbert
Recording Secretary

Date submitted: 1/27/09
Date approved: 1/27/09