



Town of Littleton School Committee

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PAUL J. AVELLA, Vice Chair
NANCY MIZZONI, Member

CHARLIE ELLIS, Chair

MICHAEL FONTANELLA, Secretary
SHAWNA STEA, Member

SCHOOL COMMITTEE MINUTES June 7, 2007 7:30 PM

PRESENT: Charlie Ellis
Shawna Stea
Paul Avella
Mike Fontanella
Nancy Mizzoni

ALSO PRESENT: Diane Bemis
Steve Mark
Marilyn Fedele

CALL TO ORDER (7:42)

- A. Charlie Ellis called the meeting to order.
- B. On a motion by Paul Avella and seconded by Shawna Stea, it was voted to approve the Consent Agenda. (AYE: Unanimous)

INTERESTED CITIZENS

- A. Bob O'Neil re. class size impact, read a letter from Emily Popolizio.

SUPERINTENDENT'S REPORT

- A. Diane Bemis gave a personnel update.
- B. 4th Grade Class Size – 5 classrooms as of this date. Enrollment updates will be provided after October 1st.
- C. School Choice – As of this date 8 applications have been received for the upcoming school year.
- D. Superintendent's Evaluation – Charlie Ellis would like to go through one term of using this form and over the summer go over it. Would like to have the goals for the superintendent for the next year. We will take Dr. Bemis goals and incorporate the goals into the findings so that the whole town knows what we are going with for the coming year. The final evaluation is the only product that will be public. All members of the committee should have it to Shawna Stea within two weeks; Charlie wants a hard copy, by the 21st. Dr. Bemis will give us an analysis of what she accomplished this year and let the committee know what we can expect for the following year. We will use current tool as an interim overview. The Board can add goals if they would like. Everything is due on the 21st.

CORRESPONDENCE

- A. Baisel Eveland's letter re. Littleton's "Asbestos/Tar Pit" article in the 6/3/07 edition of the

Lowell Sun.

- B. Brian and Erin Manning's letter re. social conduct in the school and on the school bus.
- C. Matthew Gordon's letter re. support for Mr. Palumbo.

NEW BUSINESS

- A. Transfer of radios from the Police Department memo from Steve Mark outlining three options provided by the Town Accountant. All members wanted to go with Option No. 2 – “We use those funds for ‘something’ related to Safety & Security as defined by the Warrant Article. The Warrant Article was written as funds for Safety and Security, not specifically for radios.”
- B. Sanitors Services Inc. bid. Steve Mark stated that some of the companies are union shops and have higher costs. Sanitors is not union. Checked references, employees treated well; will be CORI'ed through the Littleton school system, wear ID's. Question to legal counsel of paying prevailing wages. This is a 3-year contract with two potential one year options. There is an outclause with 60 or 90 day notice with no financial ramification for us. Major concerns are prevailing wages. Steve to have the answer tomorrow (6/8) on prevailing wages. Must notify the other companies.

Motion made by Shawna Stea and seconded by Nancy Mizzoni, to accept the services bid for industrial services dependent upon advice of Counsel that the Littleton School Committee and Sanitors Services, Inc. can legally execute the contract as written. (AYE: Unanimous)

SUBCOMMITTEE REPORTS

- A. Paul Avella gave a Municipal Building Committee update. On the Hazardous Material found upon excavation of the old school. We cannot just pave over it. We must proceed or it is a work stoppage. Going to Town Meeting to increase the borrowing authority to cover the anticipated costs. Shawna Stea made a motion, seconded by Nancy Mizzoni that the Committee support the increased borrowing authority to complete the goal of the completion of the Middle School. (AYE: Unanimous)
- B. No budget updates to report at this time.
- C. Nancy Mizzoni gave Safety and Security Subcommittee update, comparing policies in place with the Guide for Preventing and Responding to School Violence. Red flags and resources on risky behaviors to parents and children.
- D. Policy Subcommittee update given by Shawna Stea. List of policies to be addressed will be a paper list and members should go to the web site and read electronically.
- E. Middle School Dedication update given by Shawna Stea. Thrilled with the support of the town; impressed with the willingness of the businesses in this community to support the schools. There maybe extra money and if so it would cover the custodial staff.

NEW BUSINESS (Cont.)

- A. Charlie Ellis, Dr. Bemis, and John Buckey pulled John Palumbo's file. The process and the paperwork were in order. Discussion after with Dr. Bemis and Mr. Buckey that everything was

duly noted and signed. Cannot go any further than that by law. Everything is according to law and properly in its place.

- B. Football Field Dedication for James McKenna – policy for naming buildings does not address naming facilities. Precedence is enabling us to deliberate; we have that authority based on the policy. There have been other facilities that have been named and following due process we would have to set a date for an open forum. In September list any facilities named after someone who is alive and will review it in September.
- C. Congratulate the Superintendent in creating a new honor for her hard working employees, the Golden Apple Awards Day. A list of nominees and the winners will be given at the next meeting. The winners this year will pick the winners for next year.
- D. Shawna Stea made a motion, seconded by Paul Avella, to name the new gym after Charles Kaye. (AYE: Unanimous) Shawna has been appointed chairperson of the dedication and Charlie Ellis will help with this. Timing to be at the Fall Town Meeting.

INTERESTED CITIZENS

- A. Bob O’Neil re. class size issue, need to look at the class size for every grade. We will go over the class size in October.
- B. Bob O’Neil re. letter on the bus issue

ADJOURNMENT

- A. On a motion by Shawna Stea and seconded by Mike Fontanella it was voted to adjourn to Executive Session at 9:40 p.m. for the purpose of discussing approving and declassifying Executive Minutes with no intent to return to open session. (Roll Call: Paul Avella AYE, Charlie Ellis, AYE, Mike Fontanella AYE, Nancy Mizzoni AYE, and Shawna Stea AYE)