

**SCHOOL COMMITTEE
MINUTES
October 2, 2008
7:30 PM**

PRESENT: Charlie Ellis
Paul Avella
Shawna Stea
Mike Fontanella (7:34)

ALSO PRESENT: Diane Bemis
Marilyn Fedele
Steve Mark

ABSENT: Nancy Mizzoni

CALL TO ORDER (7:30 PM)

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

INTERESTED CITIZENS

None

RECOGNITION

- A. Acknowledged receipt of letter from the National Interscholastic Athletic Administrators Association stating that Michael Lynn, Athletic Director at Littleton High School, successfully completed the process to claim the title of "Certified Athletic Administrator". Congratulations to Mike.
- B. Thanked IBM for their donation of 8 KidSmart computers at Shaker Lane. Also thanked them for their volunteer efforts at the recent Littleton Days.
- C. Thanked the Littleton Rotary for their support of the Littleton Schools through their Car Show held as part of Littleton Days. They are great friends of Littleton Schools.

SUPERINTENDENT'S REPORT

- A. Dr. Diane Bemis gave a personnel update. Dr. Bemis congratulated a group of teachers

who have just been awarded Professional Status.

- B. Dianna Peterson, Director of Pupil Services, gave an update on the CPR Progress Report advising we are fully in compliance with Special Education reports.
- C. Dianna Peterson also stated that we are participating in a Circuit Breaker Audit, which is to take place no sooner than October 14.
- D. Discussion took place concerning Instant Alert. Another training session will be conducted within the next couple of weeks.

SUBCOMMITTEE REPORTS

- A. School Building Committee - The Owner's Project Manager process has begun. The informational walk-thru at Russell Street took place on September 30th and nine companies attended the meeting. The Subcommittee will make recommendations to the full committee and then it will go to the MSBA.
- B. Budget Subcommittee – In the process of establishing our calendar. Year-end report is due the end of October.
- C. The Safety and Security Subcommittee will meet before the next School Committee meeting. On 11/19 in the Auditorium there will be a Safety & Security presentation for parents provided by Project Alliance and the Nashoba Board of Health on the emergency process and procedures, along with the Police and Fire Departments.
- D. Policy Subcommittee – nothing to report.

NEW BUSINESS

- A. Dr. Bemis, Charlie Ellis, Fred Faulkner and Al McRae met for an overall view of the budget.
- B. On a motion by Paul Avella, and seconded by Shawna Stea, it was voted to place an article on the Warrant for the October 20, 2008 Town Meeting by the School Department to transfer funds from the Kimball Trust Fund to the School Department in the amount of \$22,000. (AYE: Unanimous)
- C. On a motion by Paul Avella, and seconded by Shawna Stea, it was voted to place an article on the Warrant for the October 20, 2008 Town Meeting by the School Department for \$20,000, for the purpose of replacing the Fire Alarm Master Control Panel at the Shaker Lane School. (AYE: Unanimous)
- D. Informational Relay Rally about Littleton's First Relay for Life sponsored by the American Cancer Society and a high school student to be held at the Littleton High School, October 7, at 6:00 p.m.

- E. Motion made by Shawna Stea, seconded by Mike Fontanella to invite a representative from the CASE Collaborative to come and explain what they offer our town for services.
- F. Dr. Diane Bemis would be happy to serve for another year on the Board of Directors for the CASE Collaborative.

INTERESTED CITIZENS

- A. Jen Mayo questioned the process of disseminating information to the school children.

ADJOURNMENT

- A. On a motion by Shawna Stea and seconded by Mike Fontanella, it was voted to adjourn at 8:02 p.m. (AYE: Unanimous)