



Town of Littleton School Committee

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PAUL AVELLA, Vice Chair
NANCY MIZZONI, Member

CHARLIE ELLIS, Chair

MIKE FONTANELLA Secretary
SHAWNA STEA, Member

SCHOOL COMMITTEE MINUTES December 20, 2007 7:30 PM

PRESENT: Charlie Ellis
Paul Avella
Mike Fontanella
Shawna Stea
Nancy Mizzoni (7:37 p.m.)

ALSO PRESENT: Diane Bemis
Steve Mark
Marilyn Fedele
Amber Cardoos

CALL TO ORDER (7:35 PM)

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

INTERESTED CITIZENS

- A. None

RECOGNITION

- A. Webber's Florist for their donation in support of the Littleton Special Education Advisory Council's Holiday Bazaar.
- B. Cindy-Lee Gee for her donation in support of the Littleton Special Education Advisory Council.
- C. Lisa Demerjian for her donation in support of the Littleton Special Education Advisory Council.
- D. Anne Taylor for her time, effort, and energy in support of the Special Education Parents Advisory Council.
- E. Principal Jane Hall of the Middle School thanked Mr. Rosselli for his donation of several books To the Russell Street Library.

SUPERINTENDENT'S REPORT

- A. High School Student Update: Year flying by. Winter Cotillion on January 4. Eric Lee's Senior Project, Wii, test senior citizens reflexes; selling teddy bears as fund raiser. UMASS Lowell

Our mission is to inspire and sustain learning and achievement, preparing each student for the challenges of life in the 21st century.

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will match funds earned. Amber Cardoos received early acceptance at Williams College.

B. Personnel Update: Dr. Diane Bemis gave an update on the latest staff changes.

C. Internet Safety Seminar presented by Katelyn LeClerk was a major success for those parents attending. This was first of a series of parenting seminars. Other topics to be presented will be driving, drugs, alcohol, and cyber safety. The Board agreed that with grants received, they would like to have her come back and give seminars for the Middle and High School students.

D. High School Technology Requirements Report: Chad Elliott is forming a Technology Advisory Committee which should define and define the needs of technology to meet the curriculum.

E. LHS Humanitarian Club Field Trip: Helen Boland gave a presentation on the upcoming field trip to Louisiana for the Club to work in rebuilding areas devastated by hurricane Katrina. Because this is a club activity, the School Committee does not have to approve the trip, but welcomes updates about such events.

SUBCOMMITTEE REPORTS

A. Paul Avella gave a Municipal Building Committee update. Joe Collentro is the new Chairman of the PMBC.

B. Budget Subcommittee : Met with the FinCom and Selectmen with the preliminary budget; they requested more detailed data. The process continues. School Committee will meet again with FinCom on January 22 and February 12, 2008.

C. Safety and Security Subcommittee: Met with the Deputy Chief of Police and Fire Departments; our handbooks actually reflect the laws to be up to date. One policy to look at is KDF, the use of E-Mail/Instant Alert. The radios are coming; being programmed.

D. Policy Subcommittee – On a motion by Nancy Mizzoni and seconded by Shawna Stea, it was voted to the third and final reading of Policy IHBD, Title I Supplement, Not Supplant Policy & Procedures. (AYE: Unanimous)

NEW BUSINESS

A. Contract Study Group: Charlie Ellis is looking for one person to be on this Committee. Mike Fontanella volunteered to be the representative.

B. Ad hoc Committee on Facilities Manager’s Position: Looking for one person from the School Committee to be on this Committee. Paul Avella is the natural person; Paul accepted.

C. Winter edition of Changing Lives has an article written by Donna Grisi, the Program Director of the Littleton Group Home, highlighting some of the educational successes of three recent Littleton graduates.

D. Letter written by Charlie Ellis and Paul Avella in the Littleton Independent rebutting a recent letter in the paper by a citizen of the town. The information requested by an individual was not specifically personnel but rather some salary information. She will be given that information as she has received it in the past.

E. Snow Day on Monday, December 17 (due to failure of vendor to comply with contract): We

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have a back-up plan; have taken action to terminate that vendor's contract; have a substitute cleaning company in the building. Putting out an RFP to hire a new vendor.

F. How a Snow Day Decision is Made: Dr. Bemis told how the very complex decision is made beginning at 4:00 a.m. working with the Highway Department, the weather stations, and other superintendents in the area. The goal is to make the decision by 5:00 a.m. so that there is enough time for notification; it is not an easy decision to make. It is to do what is best for the students of Littleton.

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INTERESTED CITIZENS

A. Bob O'Neil: Additional technology focus always seems to be at the high school, but we should also think of both Shaker Lane and Russell Street; it needs to be a proactive process.

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ADJOURNMENT

A. On a motion by Shawna Stea and seconded by Paul Avella, it was voted to adjourn the meeting at 8:36 p.m. (AYE: Unanimous)

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Deleted: Roll Call Vote: Paul Avella AYE; Nancy Mizzoni AYE; Mike Fontanella AYE; Shawna Stea AYE; and Charlie Ellis AYE.

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issues that the kids need to see

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A.J.LoPresti, the assistant principal at the High School, suggests a presentation to all Middle School and High School Students.

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Update on Food Service:

SPED Transportation: Steve Mark gave an update on the costs for SPED transportation as well as working with other towns to try to consolidate transportation for the best price.

Policy on Naming Facilities: Consider this the first reading of the policy. Shawna Stea mentioned not to preclude any public involvement in the naming of fields. She recommended that the second reading can be as is but change the timeframe to three (3) years. The second reading is scheduled for November 15, but at a little later time in the meeting.

District

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Establish goals and milestones for curriculum with technology requirements to meet the curriculum.

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Our District Report Card for the DOE was completed last spring. It has far more information than the report card that was produced previously. We will continue to use the DOE No Child Left Behind Report Card. It comes out in April. This is mandated to be shared with the school community.

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The Middle School is complete. The Building Committee is working to have the sign installed. Sponsorship to be a separate issue.

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Budget Subcommittee – Meet with the Finance Committee re. our capital requests. Create a new cost center for Technology. Principals are responsible for defining

and justifying their requirements.

Safety and Security

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Still on a holding pattern with the Police and Fire Departments. They will have responses for us at the next meeting, scheduled for 11/28/07.

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Under the section Students Served, “Littleton staff, **designed by the Superintendent**, will visit and review schools to ensure that ...; and under the section Staffing, “Corroboration of records to what is actually taking place will be carried out, **under the supervision of the Superintendent or designee...**”.

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nothing to report at this time.

Charles Kaye Memorial – Working on fund raising and proceeding forward.

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Track Team: Questionnaires to parents to be on the agenda for the next meeting, November 15

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Health Fact Sheet: Sending something home on the Staph Infection (Mercer Fact Sheet).