

# ***A G E N D A***

## **KINGSTON SCHOOL COMMITTEE MEETING**

**Monday, April 11, 2011**

**7:00 p.m. Regular Meeting**

**Kingston Intermediate School**

- I. To Hear Any Visitors
- II. Approval of the Minutes: March 14, 2011
- III. Teachers' Corner: KTA Scholarship
- IV. PTO Report
- V. Committee Correspondence
- VI. Administration
  - A. Principals' Reports
    - Ms. Paula Bartosiak – KES
      - 1. Calendar of Events
      - 2. Enrollment
    - Dr. Lisa McMahon – KIS
      - 1. Calendar of Events
      - 2. Enrollment
  - B. Assistant Superintendent:
    - 1. NCLB Report Card Update
  - C. Superintendent of Schools
    - 1. Monthly Financial Statement
    - 2. Proposed FY 2012 Budget
- VII. Report of Standing Committees
  - A. Administrative Review
  - B. Bylaw
  - C. Pilgrim Area Collaborative
  - D. Union 31
  - E. Negotiation

- F. Budget Advisory
- G. Facility Oversight
- H. Policy
- I. Safety
- J. Technology

VIII. Unfinished Business

- A. School Committee Communication

IX. New Business

X. Approval of the Bill Schedule

XI. Other Matters

- A. Allergy Protocols
- B. Executive Session

Dates to Remember:

- |    |                     |                                |
|----|---------------------|--------------------------------|
| 1. | April 18 – 22, 2011 | Spring Vacation, School Closed |
| 2. | April 18, 2011      | Patriots Day, Offices Closed   |
| 3. | April 22, 2011      | Good Friday, Offices Closed    |
| 4. | May 9, 2011         | Next School Committee Meeting  |

Kingston School Committee Meeting  
Monday, April 11, 2011 Kingston Intermediate School Library

Meeting called to order at 7:07 p.m.

**PRESENT FROM THE SCHOOL COMMITTEE:**

Mr. Joseph Chaves, Mrs. Martie Dwyer, Mr. Scott Milbert, Mrs. Christine Ward

**ABSENT FROM SCHOOL COMMITTEE:**

Mrs. Stacey Elmes

**PRESENT FROM THE ADMINISTRATION:**

Mr. John Tuffy, Superintendent; Mrs. Joy Blackwood, Assistant Superintendent; Mrs. Paula Bartosiak, Principal, Kingston Elementary School; Dr. Lisa McMahon, Principal, Kingston Intermediate School

**OTHERS PRESENT (signed in):** Barbara Hanson, Keith Hanson, David Kennedy, Deborah Dallaire, Cheryl Key, Julia Kadlec, Bonnie Hopkins, Mary Pat Dodge

- I. To Hear Any Visitors – no visitors came forward.
- II. Approval of the Minutes – on hold.
- III. Teacher's Corner
  - Julia Kadlec, representative of KTA, presented a sundial in memory of David Hanson. A plaque will be added at a later date.
  - Yard sale fundraiser will be held Saturday, April 30, 2011, 9 a.m.-1 p.m. at KIS.
  - PCA Awards dinner recently held. Recognized Mary Spaulding for 30 years and Barbara Carvalho for retirement.

**MOTION**

Mrs. Ward made a motion to accept the sundial gift in memory of David Hanson. This motion was seconded by Mr. Milbert.

**VOTED** 4-0-0, so moved.

- IV. PTO Report – No report.
- V. Committee Correspondence – Mr. Chaves read a resignation letter from Mrs. Stacey Elmes; see page 2.

Kingston School Committee Meeting

April 11, 2011

530 Elm Street  
Kingston MA 02364  
March 22, 2011

Mr. Joseph Chaves, Chairman  
C/o Kingston School Committee  
One Redcoat Ln  
Kingston MA 02364

Dear Chairman Chaves,

It is with deep regret that I inform you of my resignation from the Kingston School Committee, effective immediately. This is not a decision that has been made lightly. Recently, I accepted a position with the Town of Kingston in the Town Clerk's Office. The State Ethics Commission has advised me that since I was elected on the school committee before I was hired to the Town of Kingston, that there could be the appearance that I had an "inside track" to this position. This, of course, is not the case; rather my experience from my previous position as Assistant Town Clerk in Halifax helped me in my employment with the Town of Kingston.

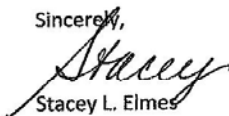
After speaking with both the State Ethics Commission and legal counsel, my only exemption from this situation would be to ask the Board of Selectmen to grant Special Municipal Employee Status to the entire school committee. I do not wish to explore that option. My other option is to resign from the school committee and remove my name from the ballot for re-election in April. I have chosen the latter, at this time, so that perhaps a write-in candidate may become available.

I have filed both my request for withdrawal from the ballot and a hard copy of this letter with the Town Clerk's Office.

I have thoroughly enjoyed my time serving the Town of Kingston in this capacity. Our schools have done wonderful things and I'm proud to have been a small part of their success.

If I can be of any help to the committee during the transition period, please do not hesitate to contact me.

Sincerely,



Stacey L. Elmes

Cc MaryLou Murzyn, Town Clerk  
John Tuffy, Superintendent, SLRS  
Maureen Gaughan, Executive Director, PAC  
Paula Bartosiak, Kingston Elementary School  
Dr. Lisa McMahon, Kingston Intermediate School

April 11, 2011

VI. Administration

A. Principal's Reports:

Mrs. Paula Bartosiak, Principal, Kingston Elementary School, reported:

- Enrollment sheet, calendar of events, and newsletter were handed out.
- Reviewed calendar of events.
- Two staff medical leaves of absences:
  - Mrs. Sheppard on April 29, 2011. Her substitute will be Kristen Marinaccio.
  - Mrs. Tresca is to be determined. Her substitute will be Ms. Michelle O'Loughlin.
- Letters will go out tomorrow, Tuesday, April 12, 2011, regarding kindergarten screening.

Dr. Lisa McMahon, Principal, Kingston Intermediate School, reported:

- Enrollment sheet and calendar of events were handed out.
- Enrollment down 2 since last month.
- ELA MCAS sent out.
  - Dr. McMahon wished to recognize and thank everyone for the coordination, etc. during recent MCAS testing.
  - Students took it very seriously.
- Spring fling takes place this week
  - Each grade level has a color and motto.
  - Mrs. Dallaire and Mrs. Donovan along with many volunteers organized a book swap with 3000 books.
  - There will be a video shown at the end of the week that was created by Mrs. Bevans.
- Review of calendar of events.
- During Wednesday's faculty meeting Mrs. Bevans will introduce the new technology and then the staff will break into groups and use it to become more comfortable.

Mr. Milbert inquired about the sound system located in the auditorium. Discussion ensued concerning its usage, working status, and repair. Mr. Tuffy stated that he has spoken to the Kingston Town Moderator concerning its repair.

B. Assistant Superintendent, Joy Blackwood:

- NCLB information was sent by email to all KES/KIS parents.
  - Approximately 30 families from each building did not have email addresses submitted so they received the information by mail.

C. Superintendent of Schools, John Tuffy

- Monthly Financial Statement distributed and reviewed.
  - Some line items noted were Substitutes, Out of District SpEd, and Out of District Vocational.
- FY 2012 budget.
  - Mr. Tuffy noted that nothing has changed since the last meeting.
  - Town Meeting passed an additional meals tax that may free up some money.

## Kingston School Committee Meeting

April 11, 2011

- Expecting the House/Senate to release the numbers for state aide within the next two weeks.
- Health insurance increase will be 7%.
- 2011-2012 School calendar will be presented to school committee in May.
  - Projected start of school will be Wednesday, August 31, 2011.
  - Projected last day of school without snow days will be Wednesday, June 13, 2012.
  - Teachers' Professional Day will be in October.

Mrs. Dwyer inquired about Maintenance lines in the 2010-2011 budget. Mr. Tuffy explained the current issues and emphasized the age of KES.

Mrs. Dwyer asked what the next step in budget process would be. Mr. Tuffy responded that the Kingston Finance Committee understands what is needed and is familiar with the budget. They will continue to meet. However, the Finance Committee needs to get a sense of the revenue prior to going forward. Next Kingston Town Meeting is Monday, June 6, 2011.

In light of Mrs. Elmes resignation and upcoming elections it was decided that the School Committee would wait to reorganize.

### VII. Report of Standing Committees

- A. Administrative Review – no business.
- B. Bylaw – no business.
- C. Pilgrim Area Collaborative – Meeting held April 7<sup>th</sup>. No one attended; no report.
- D. Union 31 – No meeting. Mr. Tuffy reported that there will be a meeting in the next 3 or 4 weeks to appoint a new SpEd director.
- E. Negotiation – No contact with the Teachers Union; still coordinating dates to meet. Mr. Milbert will represent the School Committee in replace of Mrs. Elmes.
- F. Budget Advisory – no business.
- G. Facility Oversight – no business.
- H. Policy – Animals in School distributed to committee. Mrs. Blackwood would like to hold until next meeting.
- I. Safety – Meeting Tuesday, April 12<sup>th</sup>, 7:30 a.m. in KES Library Conference Room
- J. Technology – no business

Kingston School Committee Meeting

April 11, 2011

VIII. Unfinished Business –

- A. School Committee Communication – Last meeting cancelled because of Town Meeting.  
Next meeting scheduled for Monday, May 2<sup>nd</sup>, 6:30 p.m., KIS Library.

Mrs. Dwyer requested an update on response to late buses. She asked Dr. McMahon and Mrs. Bartosiak if they had considered the options brought up at the March 14, 2011, meeting. Mr. Tuffy said for the remaining of this school year if it is a widespread issue they will use Connect Ed. If it is a single bus, individual phone call will be made.

IX. New Business – no business.

X. Approval of the Bill Schedule

XI. Other Matters

A. Allergy Protocols –

- Discussion ensued concerning the incident at KES.
- Mrs. Ward presented information concerning allergies, effects, response times, and overall increase of sensitivity. She offered to email anyone who would like to review her findings. Mrs. Ward also strongly recommended outside food not be allowed into school. She would like to approach it as a nutritional issue.
- Mrs. Bartosiak and Dr. McMahon handed out folders and booklets that contain all KES and KIS Allergy Procedures. Mr. Chaves suggested that the committee read the handouts and continue discussion in April.

B. Executive Session – no executive session

Dates to Remember:

April 18-22, 2011	Spring Vacation, School Closed
April 18, 2011	Patriot's Day, Offices Closed
April 22, 2011	Good Friday, Offices Closed
May 9, 2011	Next School Committee Meeting

MOTION

Mr. Milbert made a motion to adjourn. This motion was seconded by Mrs. Dwyer.

**VOTED** 5-0-0, so moved.

Meeting adjourned at 8:42 p.m.

Respectfully submitted by:

Lisa J. Turcotte, Recording Secretary