

**MINUTES OF THE MEETING  
OF THE  
MELROSE SCHOOL COMMITTEE  
September 8, 2009**

A meeting of the Melrose School Committee was held this date in the Aldermanic Chamber of Melrose City Hall with the following members present: Ms. Casatelli, Ms. Thorp, Mr. Spinale, Mr. Constantine, Ms. Driscoll, Mayor Dolan and Mr. Lehman.

Also in attendance were Superintendent of Schools Joe Casey and Business Manager Greg Zammuto.

Ms. Casatelli called the meeting to order at 7pm.

**Approval of Minutes**

Ms. Thorp moved, Mr. Constantine seconded and with six (6) votes in the affirmative (Ms. Casatelli, Ms. Thorp, Mr. Spinale, Mr. Constantine, Ms. Driscoll, and Mayor Dolan), none (0) in the negative, and one (1) abstention (Mr. Lehman), it was

VOTED: To approve School Committee Minutes of August 25, 2009, with changes

**Public Participation**

Ms. Thorp moved, Mr. Constantine seconded and it was unanimously

VOTED: To open Public Participation

Gerry Mroz of Mt. Vernon St. requested clarity in terms of classroom clusters and grouping as referenced in letters sent home to elementary and middle school parents, and would like to see substantial change in this regard.

Ms. Thorp moved, Ms. Driscoll seconded and it was unanimously

VOTED: To close Public Participation

Ms. Casatelli encouraged everyone to attend forums such as curriculum nights or PTO meetings as appropriate where parents, principals and teachers can discuss this at length and work together on this issue.

**Report of the Student Representatives**

Student Representatives Leanne Hogan and Joe LiCausi reported as follows: 100 upperclassmen participated in the Freshmen Orientation in order to give new students a great introduction to the High School; scheduled for Sunday are the Jimmy Fund Walk and the Victorian Fair; Student Council elections scheduled for September 25; Open House scheduled for September 17; tomorrow is deadline for October 10 SAT's; September 18 is deadline for October 24 ACT's.

**Announcements – Superintendent of Schools**

*Start of School Update* – Mr. Casey thanked everyone for a good start to this school year. Parents and school staff helped ensure a smooth opening. City officials and school principals have provided helpful information and guidelines which can also be found online.

*Information Regarding H1N1* – Health Director Ruth Clay reported on public safety initiatives to prepare for flu seasons – both seasonal and H1N1 - and referenced information packet from herself and the Superintendent which was sent home to parents. The Middle School will open a clinic to administer vaccine in October, and more information will be forthcoming. Ms. Clay stressed that the City and schools are now well prepared but also need to be flexible in our health plan going forward. All information is also available on the melroseschools website.

*Strategic Update* - The Superintendent noted that he and Ms. Casatelli will be meeting with our consultant Future Management Systems to continue to move this forward.

The Superintendent also commented that President Obama's speech today was available to principals, and will be available for download tomorrow so that teachers may view it and decide whether or not to present it to students.

Mayor Dolan commented on the upcoming Victorian Fair on September 13 from 11:30am-5pm and urged all to attend. Events include a vintage baseball game, Victorian tea, dog festival, concession stands, and fireworks.

Mr. Lehman noted that Monday, September 14 is the deadline for submitting to him names for consideration for the Technology Advisory Council.

### **Finance and Facilities – Don Constantine**

Facilities Director Bob Ciampi presented Maintenance Report for the 2008-2009 school year, and thanked his staff for the caliber and amount of work performed, and the DPW for their work and cooperation.

Ms. Thorp moved, Mr. Lehman seconded and it was unanimously

VOTED: To accept August 2009 Maintenance Report

Business Manager Greg Zammuto presented August 2009 Budget Report.

Ms. Thorp moved, Mr. Lehman seconded and it was unanimously

VOTED: To accept August 2009 Budget Report

Mr. Zammuto also presented *initial* budget review of the Education Stations/After School Enrichment Program for this year, noting total projected revenue of \$610,380 – total projected expenses of \$437,613 – and balance for applied funds +\$172,767. Additionally, program overhead costs need to be applied, and all remaining revenue will be used toward School Department expenses.

### **Educational Programs and Personnel – Margaret Driscoll**

*Personnel Report* – The Superintendent presented current report noting that all open positions have now been filled for the start of the school year.

*School Site Council Training* – Mr. Casey reported that training for new Council members will be held this year at each school. Members are selected by school principals, and Site Councils are the officially recognized groups under ed reform to advise and monitor the decision-making process for their schools. Initial meeting will be held soon. The training document is available on the melroseschools website.

### **Policy and Planning – Kristin Thorp**

In response to the great deal of feedback we received regarding Agenda Items and Public Participation Bylaws, Ms. Thorp and Mr. Lehman presented revised *Draft Policy 1501; Policy 6506.01; Bylaws Pertaining to School Committee Agenda Items and Public Participation* for Committee review and further discussion in October. Documents will be posted on the melroseschools website.

Ms. Casatelli announced the need for an Executive Session in order to discuss collective bargaining.

Ms. Thorp moved, Ms. Driscoll seconded and on a roll call vote it was

VOTED: To adjourn

The meeting adjourned at 8:15pm.