

Sunderland School Committee Meeting
Sunderland Elementary School
Tuesday, December 20, 2016

MINUTES

Present: Douglas Fulton, Keith McFarland, Michelle Tomlinson, and Maisie Shaw;
Principal Ben Barshefsky; Business Manager Patricia Cavanaugh and
Superintendent Lynn Carey

Absent: Gregory Gottschalk

Chair Doug Fulton called the meeting to order at 6:06 pm.

On a motion from Keith McFarland, and a second from Michelle Tomlinson, the Minutes of November 15, 2016 were approved 4-0-0.

Patti Cavanaugh presented the Financial Statement. There were 7 warrants for a total of \$87,676.66. Patti stated that funds encumbered in June 2015 that were meant to be used for the foundation and siding repair of the building were not used in 2015 because the project got pushed off until spring 2016. Unfortunately the encumbrance from 2015 got closed out and town used those funds to pay for 2016 bills. Now we are short of funds for the cost of this work. The Town of Sunderland is working with us to help resolve this.

There was no Public Comment.

Under Unfinished Business, the FY18 Budget Calendar was reviewed and discussed. At the January school committee the date for the public hearing will be selected. On a motion from Keith McFarland, and a second from Maisie Shaw, the FY18 Budget Calendar was agreed to with notice that an extra meeting may be added in February or March. Approved 4-0-0.

Under New Business, the following items were discussed:

- a. Long Range Facilities Plan – There was a discussion of projects that need to be done within the next year, within 2 to 5 years and long range beyond 5 years, based on priority. Robert Lesko, Director of School Facilities, shared costs for projects that need to be done within the next year. Capital Expenditure warrants need to be submitted to the town by January 9, 2017.
- b. School Lunch Cost Increase – We are undercharging our lunches by 3 cents, per law. We must calibrate our lunch price. A price increase of 10 cents per lunch as of January 1, 2017 was suggested. On a motion from Keith McFarland, and a second from Michelle Tomlinson, it was agreed to increase the cost of school lunch to \$2.85, effective January 1, 2017. Approved 4-0-0.
- c. Bus Driver Training Procedures – Discussion on state regulations for training for bus drivers by both the bus company, the school, and the school nurse. Bus drivers had bus security training last

week with State Troopers. They have training before the school year on bullying and basic first aid.

d. 2016-2019 Union #38 Teachers Association Instructional Assistants' Agreement - A Memorandum of Agreement between the Sunderland School Committee and the Union #38 Instructional Assistants Association was reviewed and discussed. On a motion by Keith McFarland, and a second from Michelle Tomlinson, the Memorandum of Agreement was approved 4-0-0.

Under Reports, Principal Barshefsky spoke about the IVECA collaboration with students in Brazil through the internet. He also spoke about the Elf, Jr. performance.

Superintendent Carey presented the Superintendent's Report. She spoke to her attendance at the Winter Concert at Sunderland what a wonderful job they all did. She also spoke about the move of the Central Office staff to the Frontier Regional School building and how it was progressing.

On a Motion from Maisie Shaw, and a second from Doug Fulton, the meeting was adjourned at 7:25 pm. Approved 4-0-0.

Respectfully submitted,

Lynn M. Carey, Ed.D.
Superintendent of Schools

Summary of Documents Presented:

1. Minutes of November 15, 2016
2. Monthly Financial Report
3. FY18 Budget Calendar
4. Long Range Facilities Plan
5. Bus Driving Training Procedures
6. Memorandum of Agreement
7. Principal's Report
8. Superintendent's Report
9. Employment List
10. Monthly Enrollment