



**Town of Arlington, Massachusetts**  
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## **School Committee Minutes 09/25/2007**

### ***THE ARLINGTON SCHOOL COMMITTEE REGULAR MEETING TUESDAY, SEPTEMBER 25, 2007***

**Present:** Susan Lovelace, Chair Joe Curran  
Sean Garballey, Vice Chair Denise Burns  
Jeff Thielman, Secretary Ronald Spangler  
Sue Sheffler

**Superintendent:** Nate Levenson  
**Chief Financial Off:** Sue Mazzarella  
**Asst. Superintendent:** Kathleen Bodie

**Student Reps.:** Bobby McWatters  
Callie McHugh

**Absent**

**Interim Sp. Ed. Dir:** Gerald Kupperschmidt

Chairwoman, Ms. Lovelace had a moment of silence for Mr. Brian Sullivan, State Trooper and Referee from Belmont, MA, who had a heart attack and passed away at the Arlington High School Varsity Football game on Friday, September 21, 2007.

### ***GIFT FROM SISTER CITY***

Mr. Paul Schlichtman, his wife, Ms. Rieko Tanaka and student Courtney Jones, spoke about their trip to our sister city in Japan and their experience while there. Mr. Schlichtman presented the Superintendent and School Committee members a small token from Japan.

Ms. Rebecca Walsh, teacher at the high school and students Julia & Ben Patterson spoke about their trip and experiences while visiting Vietnam.

### **PUBLIC PARTICIPATION**

Mr. Skidmore, Principal of Arlington High School, Mr. Alan Brown, Principal of Stratton and Deb D'Amico, Principal of Hardy were all in agreement that Superintendent Levenson has done and continues to do a tremendous job with the children of Arlington and are proud to work under him.

Mary Decourcey, parent of 9<sup>th</sup>, 5<sup>th</sup> and 1<sup>st</sup> grader, supports Superintendent Levenson goals and has seen great strides in the past two years with the Reading program and the early Reading intervention.

Ms. Marie Raduazzo, Arlington High School Teacher expressed her concern with showing respect to others and foster awareness of change and be able to agree to disagree.

Mr. Joe Daly, Townie, Arlington High School Hall of Fame, Alumni, Town Meeting Members, expressed concern on the town

being divided and asked the School Committee members not to extend the Superintendent's contract for multiply years, and for the committee to give support to the Traffic Supervisors.

Mr. Ron Colossi, Metco Counselor, and interim 1<sup>st</sup> VP of AEA, respectfully requested names of the technician to eliminate doubts of who supplied the emails to the Superintendent.

Mr. John Deyst, read from a written statement his support for Superintendent Levenson.

Ms. Joan Lehrich noted the progress that has been made and applauds the vision of the Superintendent and all he has done in a short period of time.

Mr. Todd Sundstrom, teacher Ottoson Middle School made a statement on how the committee, teachers and the community are divided, friendship and trust has been broken. He asked the committee to give the students of Arlington a fresh start.

Mr. Jack Duranceau, AEA President read a written statement about the Censure of School Leadership. Mr. Duranceau asked Mr.. Thielman to recuse himself from voting on issues related to the dismissal of Ms. Bouris and Mr. Coughlin.

Ms. Sharon Wilke, parent of 8<sup>th</sup> grade twins at the Ottoson applauds Mr. Sundstrom and urges the School Committee not to extend the Superintendents contract.

Ms. Nora Mann, parent, asked the community to accept change, move forward, grow together, and is eager to renew contract and continue with the progress Superintendent has made.

Mr. Ken Dannelly, parent and former firefighter is concerned with the lack of leadership and respect and asked the committee to hold off on a renewal of the superintendent and to give the Traffic Supervisors their dignity and support their contract

Ms. Gina Sonder, parent of two children would like to see the superintendent improve on leadership skills, bridging the community back together, build trust again, and to improve his inter personnel skill before a contract can be made.

**CONSENT AGENDA** – all items listed with an asterisk (\*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Committee so request, in which event the item will be considered in its normal sequence.

*\*Approval of Minutes from September 11, 2007 and Executive Session from September 11, 2007*

*\*Approval of Warrant #08033 total amount \$508,445.97*

*\*Approval of Warrant #08035 total amount \$131,882.60*

*Approval of Computer Technician (district-wide) job description*

**On a motion by Mr. Thielman and seconded by Ms. Burns it was voted to approve the consent agenda with an amendment by Mr. Curran for the removal of Warrant #08033 in the amount of \$508,445.97 and the Computer Technician job description. Vote 7:0 unanimous**

### **5<sup>th</sup> GRADE CHORUS**

Mr. Pat Tassone, Director of Fine Arts, Irina Chelnokova, Allan Brown, Deb D'Amico, Janet Welby, Rebecca Kaplan, Stephanie, Zerchykov, Bob Penta, Wallis Reamer, Steve Carme, and Sheri Donovan were challenge by Superintendent Levenson to look at how 5<sup>th</sup> grade Chorus could fit back into the schedule. Once it was realized that the entire 5<sup>th</sup> grade curriculum could not fit with chorus added in and Superintendent Levenson committing to the School Committee and parents to bring chorus back. A solution that was presented for this year would be to have the 5<sup>th</sup> grade students rotate chorus with music class. The teachers and principals were all in agreement that this is not the best solution but will continue to work together to find a better solution for the long-term plan.

**On a motion by Ms. Sheffler and seconded by Ms. Burns it was Voted to adopt this one year solution with the clear intend to improve 5th Grade Chorus and continue to work improving this**

*plan.*

*Vote 7:0 unanimous*

**SUBCOMMITTEE**

**Policy & Procedures**

Mr. Spangler read the policies for the 1<sup>st</sup> reading that would incur changes to be made to the policy and then a second reading on October 9, 2007.

§ Policy BGB, BDB, BEDH DBJ, BDFA-E-3, BGE and FA/FB/FBB

Policy BGB: Policy Adoption to resolve apparent discrepancy between it and the process actually followed.

Policy BDB: School Committee Officers to strengthen ties with Finance Committee and the Board of Selectmen and Town Meeting (intent to ensure we have a rep at their meetings), and to ensure TM gets good budget info and presentation even when Chair is not a Town Meeting Member.

Policy BEDH: Public Participation At School Committee Meetings to allow flexibility on time limit and to allow members to respond to comments in some limited fashion.

DBJ: Budget Transfer Authority, to require Superintendent to submit list of programs only when adds or cuts in top line actually happen. concerned about impact on morale of publishing a “will be cut if” list.

BDFA-E-3 DISTRICT-WIDE GOAL SETTING AND PERFORMANCE OBJECTIVE PROCESS,

to change date to October 1<sup>st</sup> from August 1st. Mr. Spangler checked with MASC and this is OK with Ed Reform. It only requires goals, does not specify dates.

File: BGE POLICY DISSEMINATION, to formalize use of Policy Calendar, a tool that helps us all (SC, admin) know what we are supposed to do and when.

File: FA/FB/FBB FACILITIES PLANNING ENROLLMENT PROJECTIONS, to change date from Nov. to March, consistent with when we get the projection data from the service we use.

**Budget Subcommittee**

Mr. Garballey will be reported on the Budget Subcommittee items at the next School Committee meeting.

**Accountability Subcommittee**

Mr. Thielman presented the following:

§ *Scoring Grid*

GOAL	DESCRIPTION	POTENTIAL POINTS	TOTAL POINTS awarded by the School Committee	HOW SCORED
1	<i>All Special Education and English Language Learner (ELL) students will achieve their full academic and social potential.</i>	~	~	~

a	Implement balance of Corrective Action Plan items	4	4	% of items completed. Less than 80% receives 0 points.
b	Meet the timelines for initial evaluation consent notifications, initial evaluation meetings, initial IEPs, and three-year reevaluations.	4	2	Evidence through a monthly tracking system that timelines are met. 4 points if 95% of timelines are met over the course of the year; 3 points if 85% are met; 2 points if 75% are met; and 1 point if 65% are met. 0 points if less than 65% of deadlines are met.
c	Create a monthly tracking system to monitor that all services and/or compensatory services are provided.	1	0	Completed or not completed in a reasonable and professional manner as evidenced by the production of a monthly tracking system, beginning with May's services.
d	Create a standardized set of procedures documenting criteria for pre-referral, testing eligibility, recommended test instruments, cut-off scores for eligibility, recommended actions based on score ranges, common goal wording and exit criteria.	3	2.5	Completed or not completed in a reasonable and professional manner as evidenced by the production of a document by the Superintendent, based on input from Special Education staff and Special Education parents, that details a standardized set of procedures for pre-referral, testing eligibility, recommended test instruments, cut-off scores for eligibility, recommended actions based on score ranges, common goal wording and exit criteria.
e	Develop a shared vision for the future of special education in the district	1	0	Completed or not completed in a reasonable and professional manner.
f	Continue to implement the 3-leveled ELL program	2	2	2 points = 90% of the plan implemented on time and in a professional and reasonable manner; 1 point = 75% or better of the plan implemented on time and in a professional and reasonable manner.
<b>SUB - TOTAL</b>	~	<b>15</b>	<b>10.5</b>	~
<b>2</b>	<b><i>All students will attain high levels of academic success through the implementation of a data driven, standards based education.</i></b>	<b><i>Potential Points</i></b>	<b><i>Points Awarded</i></b>	~
a	Articulate essential standards and common assessments in math K-8.	2	2	1 point for articulating essential standards, and 1 point for articulating common assessments in math in a reasonable and professional manner as evidenced by presentations to the school committee by faculty and department heads.
b	Conduct common assessments in math per schedule. Collate and share results with staff.	1	1	1 point if conducted in a reasonable and professional manner.
c	Conduct 3 common assessments in writing K-8 and share results with staff.	1	1	1 point if assessments are conducted in a reasonable and professional manner as

				evidenced by a document and presentations to the School Committee by staff and teachers.
d	Create and implement common approaches to reading instruction, identification of struggling readers, and intervention for struggling readers K-5.	4	3	2 points for conducting common assessments and 2 points for showing that students are placed in the appropriate tiers and receiving required support as a result of the assessments.
e	Create baseline data to gauge the increase the percentage of children who are proficient in math in grades 4-10. Measurement will be based on growth over time of individual students in the district, not year-to-year comparisons of different cohorts, based primarily on common assessments.	3	1.9	2 points for creating the database. 1 point for setting student achievement improvement goals with broad buy in from principals and curriculum leaders (by end of summer).
f	Create baseline data to gauge the increase the percentage of children who are proficient in writing in grades 4-10. Measurement will be based on growth over time of individual students in the district, not year-to-year comparisons of different cohorts, based primarily on common assessments.	3	0.6	2 points for creating the database. 1 point for setting student achievement improvement goals with broad buy in from principals and curriculum leaders (by end of summer).
g	Increase the percentage of readers at grade level in grades 1 and 2. Measurement will be based on growth over time of individual students in the district, not year-to-year comparisons of different cohorts.	6	4	3 points if 95% of students are at grade level, 2 points if 88% students are at grade level or 1 point if 82% students are at grade level (currently at 76% for this cohort). 3 points if 50% of students increase their proficiency beyond one year, 2 points if 40% of students increase their proficiency beyond one year, or 1 point if 30% of students increase their proficiency beyond one year.
<b>SUB - TOTAL</b>	~	<b>20</b>	<b>13.5</b>	~
<b>3</b>	<b><i>Ensure that all Arlington graduates are well-prepared for social, emotional and vocational success in the 21st century.</i></b>	<b><i>Potential Points</i></b>	<b><i>Points Awarded</i></b>	~
a	Create a broad-based working group of staff, administrators, students, parents, and community members to prioritize and refine which 21st century knowledge, skills, and habits of mind should be emphasized at Arlington High School.	3	3	Completed or not completed in a reasonable and professional manner as evidenced by a summary of meeting attendees and discussions.
b	Produce a plan to phase in the recommendations of the 21st Century study group, and incorporate the first phase of these recommendations into the 2007-08 school year budget, course offerings, and curriculum.	7	3.5 (Plan was completed, but vote to approve the plan carried 4-1, with two abstentions)	3.5 points if completed or not completed in a reasonable and professional manner as evidenced by a written document and presentations to the School Committee by Department Heads and Principals. 3.5 points if five of seven

				School Committee members approve the plan.
<b>SUB - TOTAL</b>	~	<b>10</b>	<b>6.5</b>	~
<b>4</b>	<b><i>Provide a safe, healthy and positive environment for students and staff.</i></b>	<b><i>Potential Points</i></b>	<b><i>Points Awarded</i></b>	~
a	Modify student handbook with input from staff, students, legal counsel, and parents to address 21st century issues such as cyber-bullying, social networking sites, etc.	3	3	Completed or not completed in a reasonable and professional manner as evidenced by revisions to the AHS handbook.
b	Create, in collaboration with staff, students, and parents, a common set of expectations for student behavior at the high school and appropriate, effective, and consistent interventions for inappropriate behavior. This would include alternatives to detention and out-of-school suspensions.	5	3	2 points for documenting in a reasonable and professional manner for the School Committee a set of expectations of student behavior at Arlington High School; 3 points for creating in a reasonable and professional manner a set of alternatives to detention and out-of-school suspension that incorporate best practices from other districts.
c	Create, in conjunction with town and community resources, an effective diversion program for drug, alcohol, and other serious infractions of appropriate student behavior.	4	4	Created and ready to be implemented in September of 2007.
d	Create, in conjunction with town and community resources, access to drug, alcohol, and mental health counseling services in Arlington.	3	3	Created and ready to be implemented in September of 2007.
<b>SUB - TOTAL</b>	~	<b>15</b>	<b>13</b>	~
<b>5</b>	<b><i>Provide tools and systems that enable to focus on student success.</i></b>	<b><i>Potential Points</i></b>	<b><i>Points Awarded</i></b>	~
a	Work with the AEA to create a master list of health, safety, and workplace needs and a phased plan to address these needs where practical.	3	0	3 points if completed in a reasonable and professional manner as evidenced by a written report to the School Committee that is approved by both School administration and the AEA.
b	Streamline purchase order processing and provide principals and department heads with access and oversight of relevant budget lines.	1	0	1 point if 80% or better of respondents of a survey of principals and department heads confirm that the process is more efficient than the current system.
c	Create a standardized, web-based, maintenance request and tracking system to coordinate and prioritize facility upkeep.	2	2	1 point for creating the system, and 1 point for implementing it.
d	Create and maintain an online calendar for administrators to better schedule school events and activities, thus reducing conflicting events.	1	1	Completed or not completed in a reasonable and professional manner
e	Provide tools, systems, and professional development (as needed) to help support staff be even more effective and efficient.	1	1	1 point awarded for a written report documenting the use and implementation of this system.

f	Review space allocation in all schools to maximize the use of building space and enhance staff working conditions including careful consideration of use of spaces for the purposes for which they were designed.	1	1	1 point for a blueprint of each building with a chart summarizing the use of each space.
g	Prepare, in cooperation with the School Facilities Working Group, a report to Town Meeting.	3	3	3 points for completing the report in a reasonable and professional manner.
h	Submit Notices of Intent to the School Building Authority for the Thompson, Stratton and Arlington High School.	1	1	Copy of Notice of intent must be sent to the School Committee to earn one point.
l	Monitor and assess the new administrative structure.	2	1	The School Department will make presentations by impacted administrators throughout the year, conduct a survey of staff working in impacted departments, and share the results of the survey with the School Committee. A survey of school committee will be conducted. 2 points if 80% or better of committee believe they have sufficient and candid information to assess the effectiveness of the new administrative structure 1 point if 50% or better agree.
<b>SUB - TOTAL</b>	~	<b>15</b>	<b>10</b>	~
<b>6</b>	<b><i>Successful evaluation by the School Committee pursuant to Policy CBI.</i></b>	<b><i>Potential Points</i></b>	<b><i>Points Awarded</i></b>	~
a	Committee-superintendent relations	5	3.3	The number of points awarded will be equal to the average composite score of the evaluations done by School Committee member on this question. 0 points if score is below 3.
b	Educational-professional leadership	5	0 (composite score below 3)	The number of points awarded will be equal to the average composite score of the evaluations done by School Committee member on this question. 0 points if score is below 3.
c	Personnel relationship/management	5	0 (composite score below 3)	The number of points awarded will be equal to the average composite score of the evaluations done by School Committee member on this question. 0 points if score is below 3.
d	Community relations	5	0 (composite score below 3)	The number of points awarded will be equal to the average composite score of the evaluations done by School Committee member on this question. 0 points if score is below 3.
e	Business and finance operations	5	3.7	The number of points awarded will be equal to the average composite score of the evaluations done by School Committee member on this question. 0 points if score is below 3.

<b>SUB - TOTAL</b>	~	<b>25</b>	<b>7</b>	~
~	~	~	~	~
<b>TOTAL</b>	~	<b>100</b>	<b>60.5</b>	~
~	<b>General Notes:</b>	~	~	~
	1. Unless indicated, timing does not matter, so long as finished by end of school year.	~	~	~
		2. If less than one third (1/3) points earned for any goal, no points awarded, and a penalty of - 0.83% is assessed.	~	~
	~	3. Each point will be worth 0.1%.	~	~
	~			

***On a motion by Mr. Thielman and seconded Ms. Burns it was Voted to award 60.5 points to Superintendent Levenson for the Accountability Grid suggested by the subcommittee. Vote 7:0 unanimous***

The next Accountability Subcommittee meeting will be held on Monday, October 15, 2007 at 8:30 A.M.  
The Superintendent's Accountability grid will be posted on the website on Wednesday morning.

### ***CHAIR'S REPORT***

Mr. Spangler read a statement of approval for Superintendent Levenson after observing the Superintendent and his leadership team, listening to teachers, after talking with parents, studying the goals, consulting with MASC and other SC members and after watching how he handled the situation over the summer. Mr. Spangler acknowledged that there are some unhappy teachers and the committee and community need to get together to figure this out a way to work together.

***On a motion by Mr. Spangler and seconded by Ms. Lovelace it was Voted that the School Committee establish a subcommittee with the intent of negotiating an extension to the Superintendent's contract, said extension to be presented to the full committee for approval at the earliest possible date.***

***Vote: 4-3 Roll Call, Mr. Spangler Yes, Ms. Sheffler Yes, Mr. Curran No, Ms. Burns No, Mr. Thielman Yes, Mr. Garballey No, Ms. Lovelace Yes***

***Motion passes***

Mr. Curran will not support the motion until the School Committee meets with a Professional Liability Insurance Carrier to discuss the issues and receive an unbiased opinion and noted this will take time and requested the committee meet in executive session to do this. After such a meeting Mr. Curran will then be able to make a decision in regards to the Superintendents contract.

Ms. Burns would like to get advise from an independent attorney not Stoneman, Chandler & Miller who is associated with our district. Ms. Burns noted to take the vote now is going to make the community division greater

Mr. Thielman will support the motion, noted that the challenges we face will not go away by hiring a new superintendent, and acknowledged that Superintendent Levenson is committed to the children of Arlington and has done what the School Committee who hired him was asked to do and to continue with the stability and asked the community to come together for the children of Arlington.

Mr. Garballey is proud of the initiatives of the Arlington Public Schools, supports the vision, and all the Superintendent has accomplished especially with the Special Education Department, ELL, Reading Program and the diversity hiring within the public



schools. Mr. Garballey then pointed out that he agrees with change but it is the how the change was done. Some examples of this, the traffic supervisors cut in pay, middle managements loss of jobs, eliminating an administrative assistant position to the CFO, and with Mr. Greco leaving the Arlington School system after many years. Mr. Garballey asked Superintendent Levenson to listen to what the community wants over the next two months, address the issues then he may consider the contract extension or renewal.

Ms. Lovelace will support Superintendent Levenson subcommittee to negotiated his contract and asked the committee members in the spring to speak with community leaders, teachers, former School Committee members, town manager, and board of selectmen and see how the superintendent has interacted with each of them. Ms. Lovelace noted that the school committee hired Superintendent Levenson in 2005 to move the school system from good to great by creating a coordinating K-12 system. Ms. Lovelace has observed the accomplishments of Superintendent Levenson by promoting common teacher assessments, working with staff to create the 3-tier reading intervention program, worked with integrating special education services & regular education classes, with support from teachers and parents created the 10 visions for achievement for special education. Ms. Lovelace also noted as a manager Superintendent Levenson has created clear budgets, even with millions to be cut and has done this with less impact on children, lead success with union negotiations has hired qualified professional teachers, and principals at the Hardy, Brackets and Dallin and sought out retired staff to fill in for interim positions. Ms. Lovelace does worry about the superintendent's communications skills and hopes he will continue to work this and has learned from some of his mistakes.

***Mr. Curran would like to amend Mr. Spangler's motion seconded by Mr. Garballey  
To meet with a Professional Liability Insurer until we hear what they have to say regarding the pending litigation.  
Vote: 2:5 Ms. Burns and Mr. Curran were in favor  
Motion fails***

Ms. Sheffler is mystified with this motion and would like to see the goals that have been achieved by Superintendent Levenson continue.

Mr. Curran would make a decision when all the facts about a pending litigation is discussed and would like legal counsel to see if any member of the School Committee or Superintendent has done anything inappropriate.

Mr. Garballey would agree with Mr. Curran's amended motion, to hear from Professional Liability Insurance to hear what they would have to say before we hire or extend the Superintendents contract.

Ms. Burns also pointed out that there should be independent council for School Committee members and the Superintendent. Ms. Burns agrees with Mr. Curran's motion to meet with a Professional Liability Insurance Carrier.

Mr. Curran asked if Superintendent Levenson was ever voted as the Assistant Superintendent of Harvard Schools. Superintendent Levenson answered that he was the Assistant Superintendent, and stated that he has answered this many times and will again. The Superintendent of Harvard Schools hired Mr. Levenson and he worked for \$1.00 and has two signed contracts from the Town of Harvard and letter from the Superintendent who hired and him.

Ms. Lovelace will not support the motion to delay the vote on forming the subcommittee but will take the request to set up the meeting with the Professional Liability Insurer.

***On a motion by Mr. Garballey and seconded by Mr. Thielman it was voted  
To a recess for a five minute break an  
Vote 7:0 unanimous***

***On a motion by Mr. Garballey and seconded by Mr. Spangler it was  
voted to move that the School Committee meet in retreat with the Superintendent on October 19<sup>th</sup> from 12:00 noon to 5:00 pm  
and that tentative dates for the next two retreats be set for Friday, February 29, 2008 and June 20, 2008  
Vote 6:0 unanimous***

Ms. Burns supports drawing straws before or supporting the chair working with the superintendent to bring back a contract into Executive session for the full committee to look at.

***On a motion by Ms. Burns and seconded by Mr. Garballey  
It was voted rather than having a subcommittee for the negotiations of the superintendent's contract we direct the chair to proceed with the contract negotiations and come back as a full committee to go over the contract item by item in executive session.***

***Vote 3:4 Motion fails:***

Mr. Spangler will not support the motion and would like to negotiation the contract of the superintendent in good faith and have more on the subcommittee to have more views.

Mr. Thielman cannot support the motion either, and would like two or more people on the negotiation team

Mr. Garballey supports having the chair along with one other person on the negotiation subcommittee.

Mr. Sheffler recommends having three members on the committee.

Ms. Lovelace noted that her intentions were to have Mr. Spangler and Ms. Burns with her on the subcommittee.

***On the recommendation of the char, Mr. Thielman made the motion to appoint Ms. Burns and Mr. Spangler to join Ms. Lovelace on the Superintendent Contract Negotiations Subcommittee.***

***Vote 4:3 motion passes***

***Roll Call Mr. Spangler Yes, Ms. Sheffler Yes, Mr. Curran No, Ms. Burns No, Mr. Thielman Yes, Ms. Mr. Garballey No, and Ms. Lovelace Yes***

***On a motion by Mr. Spangler and seconded by Mr. Thielman it was Voted to move the 11 o'clock rule to 11:15 P.M.***

***Vote: 7:0 unanimous***

***SECRETARY REPORT***

Mr. Thielman reported on correspondence received.

***NEW BUSINESS***

Mr. Garballey reported on a recent trip to NYC.

Ms. Lovelace will introduce our student representatives at the next school committee meeting. On Oct 2, 2007 there will be town wide summit, which is a follow up from the one held in the spring.

***On a motion by Mr. Spangler and seconded by Ms. Sheffler it was Voted to approve Warrant #08033 in the amount of \$508,445.97***

***Vote: 7:0 unanimous***

Mr. Curran questioned a few items on Warrant #08033 in the amount of \$508,445.97 and Ms. Mazzarella answered this.

Mr. Curran would like expenditures related to Stoneman, Chandler and Miller broken down and Superintendent Levenson will have this for the next meeting.

Ms. Burns agrees that bills related to Stoneman Chandler and Miller could be broken down and Ms. Mazzarella will request this from the firm.

Superintendent Levenson explained the Computer technician job and Ms. Burns asked that in the policy if we could add job descriptions items relating to emails and Mr. Spangler responded, as chair of the Policy and Procedure subcommittee he done some research with members in the town and will discuss to tighten up the user use policy and what files are considered to be public.

***On a motion by Mr. Thielman and seconded by Mr. Spangler it was Voted to approve the Computer Technician job description.***

***Vote 6-0- 1 Mr. Garballey abstained***

***On a motion by Mr. Thielman and seconded by Mr. Spangler it was voted to move the 11 o'clock rule to 11:20 P.M.***

***Vote: 7:0 unanimous***

***EXECUTIVE SESSION***

***On a motion by Mr. Spangler and seconded by Ms. Burns***

*It was voted to go into EXECUTIVE SESSION to get the update on the Traffic Supervisors with the intent when we return to regular session only for the purpose to adjourn.*

*ROLL CALL Mr. Spangler Yes, Ms. Sheffler Yes, Mr. Curran Yes, Ms. Burns Yes, Mr. Thielman Yes, Mr. Garballey Yes, Ms. Lovelace Yes.*

*Vote 7:0 unanimous*

*SUBMITTED BY  
Karen Fitzgerald  
Administrative Assistant  
School Committee*