

**WORTHINGTON PUBLIC SCHOOL DISTRICT  
WORTHINGTON, MA 01098**

**SCHOOL COMMITTEE MEETING  
8/27/15**

**R.H. CONWELL BUILDING  
6:30 PM**

**MINUTES**

Members present: Chair John McDonald, Maria Bebee, Debbie Carnes and Alex Lak. Alison Todd arrived at 7:11.

Administrative/Staff: Gretchen Morse-Dobosz, Superintendent and Secretary Gail Bergeron

**1. Call to Order** at 6:38 P.M.

**2. Audience Participation –3.Routine Matters**

**3.1 Approval** of past Meeting Minutes

8/13 minutes were not submitted

**3.2 Correspondence:** Steve Kulik will attend the opening day of school and present a state flag.

**3.3 Superintendent/Principal Update (Gretchen)**

- Brenda Camp was hired as the Cafeteria Manager at \$13.00 an hour plus mileage. Some duties will include picking up the food in New Hingham; handling the paperwork and the money. Money has been appropriated for this position. The remaining balances will off-set school lunch costs. A question of liability was raised concerning travelling for food pick up. The insurance company will be contacted.
- Creating a revolving fund was discussed and it was agreed to stick to the original plan and deposit into the general fund. If there is a problem in three months, a revolving fund will be set up.
- The parents will be encouraged to pay a week in advance for their children's lunches. Trays were donated by Southampton and a set of travel containers were donated from New Hingham.
- On Wednesday, Gretchen arranged a workshop for k through 1<sup>st</sup> grade teachers that was led by Lyndsay Bridge. Dinner was offered as payment and accepted. IT Director Kim Florek provided computers and instructions. Superintendent Craig Jurgenson spoke on 'Educator Evaluator'.
- Opening day plans were discussed.
- A PTO meeting is scheduled for September 16 on Wednesday at 3:45.
- A substitute PE teacher may be hired.
- 6.3 Preschool Numbers: 7 will attend full day on Monday and Friday, 6 on Tuesday and Wednesday and 2 full day on Thursday. 2 will attend 1/2 day on Tuesday.

**4. Finance Items**

- Two people need to be appointed to sign off on approved vouchers before being turned into the Treasurer. One is the Chairperson. Alison made a motion to appoint Chair John McDonald and Maria Bebee as designated voucher approvers. Debbie seconded. Motion passed unanimously.
- Checks and Balances were discussed. Excel training was advised. Payments from parents need to be checked to make sure they match the services requested. Alex will have a discussion with Joe Boudreau on how to make the process simpler

**5 .Janitorial duties** were discussed. After vacations, schedules will be resumed. Dick Wagner will be notified that floors need to be done.

**6. New Business/Future agenda items**

**6.1** The School Committee will meet with the Selectboard on September 15.

**6.2** Future Meeting schedule: Maria made a motion to alter the meeting schedule to second Thursday of each month at 6:30 p.m. Alison seconded the motion. Next meeting will be September 10<sup>th</sup>. Motion passed unanimously.

## **7. Policy**

### **7.1 Policy Subcommittee Update (Debbie)**

Discussion of Section K policies:

**KBEA-R:** Change Hampshire to Worthington.

**KCD-** Change Superintendent to Selectboard. Discussion ensued. This will be moved to the September 15 Selectboard discussion.

**KCDB-** Change Hampshire to Worthington. Strike out everything in first paragraph after total balance of \$100,000. This will be tabled.

**KDB-** Discussion ensued. This will be tabled.

**7. Adjourn** Debbie made a motion to adjourn at 8:30 P.M. Alison seconded the motion. Motion passed unanimously.

**Informational:** policies in Section K

Respectfully submitted,

Suzanne C. Lemieux  
Recording Secretary