



AWARDS COMMITTEE MINUTES

February 25, 2014

Central Office

7:00 p.m.

BOARD MEMBERS IN ATTENDANCE:

Yashu Putorti
Fred Stanek
Lee-Ann Dauerty, Board Clerk

OTHERS IN ATTENDANCE:

Christine Syriac, Superintendent of Schools
Mort Conlon, Committee Chairman
Eugene Coppola
Pallavi Kasturi, Student Representative
Zach Sirowich, Student Representative
Donna Tomas

I. CALL TO ORDER

A. Mr. Conlan opened the meeting with the Salute to Flag at 7:00 p.m.

II. ELECTION OF CHAIRPERSON

MOTION: (Mr. Stanek/sec., Mr. Coppola) to nominate Mr. Mort Conlan as chairperson of the Awards Committee

SO VOTED

AFFIRMATIVE: Mr. Conlan, Mr. Coppola, Ms. Kasturi, Mr. Putorti, Mr. Sirowich, Mr. Stanek, Ms. Tomas

III. REPORTS AND INFORMATION

A. Information and Recommended Action

1. **Review and recommendation of the nomination process and forms for each award**

Mr. Stanek said he felt everyone on the committee needed to make a nomination. It was noted that the committee felt nominating for the Kobasa Award would be difficult and Mr. Coppola said he felt the past recipients were very fitting. The discussion continued with ideas to get more students to submit nominations. Among the suggestions were giving extra credit in English class to submit a nomination, meet with the staff so they can encourage participating in the process, and handing nominations out in advisory classes or in junior seminar. Ms. Syriac noted that the curriculum did not allow for a lot of extra time in classes. She said she would work with Mr. Lungarini to determine the best way to proceed.

2. **Schedule Date(s) for Submission of Nomination Forms for Each Award**

Mr. Stanek said the Board of Education will be meeting only once a month and this would impact the Awards Committee schedule. The Board of Education will be informed of the award recipients on the May 5, 2014 Board of Education agenda. The committee decided the deadline for submission of nominations will be April 22, 2014 and the Awards Committee will meet on April 29, 2014 to review and select recipients.

3. **Publicity of Awards**

Mr. Putorti suggested the form be revised so it is not as "wordy". Ask people to write two sentences on why they are nominating the teacher. Ms. Syriac said she felt it was a nice idea to recognize the past recipients on the form. She also reminded the committee that we are looking for genuine nominations and to give themselves permission to accept a lower amount of submissions as long as they were of good quality and sincerity. Mr. Stanek said he was frustrated in the past by the lack of input on the nominations noting many said such things as "he likes kids" or "he is nice". Ms. Tomas said maybe we can include more prompting questions on the form. Ms. Kasturi said we can put in on the TV in the cafeteria to remind students to nominate. Ms. Syriac said she would talk to Mr. Lungarini about his suggestion last year to get the marketing class involved by possibly making a commercial that can play on the television in the cafeteria.

4. **Committee Member Changes**

Mr. Conlan acknowledged Ms. Sue Rafferty as the new member representing Chatfield-LoPresti School. He said he would try to contact Ms. Terri Ferrara to determine if she will continue on the committee as the representative for the high school. Ms. Tomas will be the representative for the middle school and he noted that we are continuing to look for a representative from Bungay School.

B. Reports

1. **Chairman's Report**

None

2. **Superintendent's Report**

None

IV. **ADJOURNMENT**

The meeting adjourned at 7:26 p.m.

Submitted by:
Lee-Ann Dauerty
Board Clerk