

**JOINT  
ACTON/ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE  
MINUTES**

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Library  
R.J. Grey Junior High School

September 7, 2006  
7:00 p.m.

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*Members Present:* Michael Coppelino, John Ryder, Marie Altieri, Brigid Bieber,  
Jonathan Chinitz, Terry Lindgren, Sharon McManus, Rebecca Neville,  
Bruce Sabot

*Also Present:* William Ryan, George Frost, Susan Horn, Elizabeth Huber,  
Sharon Summers, citizens and press

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The joint meeting was called to order at 7:00 p.m. by the respective chairs.

### **CHAIRPERSONS' INTRODUCTION**

### **APPROVAL OF MINUTES**

The joint meeting minutes of August 3, 2006 were approved as read.

### **DISCUSSION OF EXECUTIVE SESSION MINUTES**

- Responding to a request by the Committees, George Frost distributed a document summarizing his conversation with Peter Ebb, counsel from Ropes and Gray, regarding if and how previously approved executive session minutes can be amended. Appropriate sections of Roberts Rules of Order were also included for the Committees' information.

It is appropriate for a motion to amend minutes to be made, even if the minutes have been approved and then approved for release. It is also appropriate for the motion to correct the incorrect or inaccurate part of the minutes to be made in open session. However the motion, in this case, should be "to move to amend the minutes, so long as this can be done without destroying the basis for which the Executive Session was held in the first place, so that the record reflects what the form of the motion was." The motion itself is whether the motion recorded in the minutes is what was voted on and discussion should be limited to that point only. That debate is held in open session and ought to focus only on whether the record is accurate regarding what was voted on; that is, is the motion as recorded different from what members remember the motion actually was. The debate should not focus on a new motion or on rewriting what was actually moved at the time, but only on the accuracy of the minutes as recorded. If the motion is voted down (affirming accuracy of the minutes), then the matter is closed. If the committee approves the motion to amend, then the new motion should be made, discussed and voted in Executive Session. If the new motion is approved, the Committee should then decide if the new minutes should be held or released, applying the same standard as the committee applied in determining whether to release other Executive Session minutes.

Discussion followed regarding the minutes/motion in question, and Terry Lindgren moved that the motion be amended. The motion was not seconded.

- Marie Altieri referred to her draft summary of the Open Meeting Law discussion (July School Committee workshop) with Peter Ebb, and asked Committee members to review it. It addressed subcommittees, email, administrator contracts and salaries, minutes, releasing executive session minutes and approving executive session minutes. She suggested that three issues be resolved: 1) What level of content would the committee like to see in executive session minutes going forward, 2) Procedures for voting and releasing executive session minutes, and 3) Discussion of salaries for non-union personnel. She noted that the Committee can discuss/negotiate non-union contracts in executive sessions. Terry Lindgren said that the committee has to be doing the negotiations, not the

Superintendent. Marie felt that if the School Committee was involved in the decision it was appropriate. John Ryder felt that the Committee wanted more detail in executive session minutes so they can reconstruct what happened. If the Superintendent is acting as the Committee's agent, the reasons for executive session stands. If acting with his own independent authority, it does not apply. Becky Neville stated that the Committees needs to discuss how much transparency should be included in executive session minutes. The Committee agreed to continue discussion at a joint session at 7 pm on October 5th, the next AB School Committee meeting.

- John Ryder asked the Committee to review the memo from the Acton Memorial Library memo regarding their long-range plan.

The Committees returned to open session at 7:27 pm.

The Acton School Committee meeting was adjourned at 7:27 pm

The Acton-Boxborough meeting continued.

Respectfully submitted,  
Sarah T. Lawton,  
Secretary