

**Town Scholarship Committee
Meeting Minutes
October 23, 2012-9:30AM**

Members Present:

*Beth Schaper-Superintendent West Boylston (WB) Public Schools

Joyce Kujala-Committee Chair

Kim Hopewell-Town Clerk and Committee member

Joan Trottier-committee member

*Ms. Schaper was sworn in by Town Clerk Hopewell for the committee membership.

Location: Town Clerk's Office 127 Hartwell St. WB 01583

Called to Order: 9:35AM. Minutes recorded by Joan Trottier

Approval of Minutes of 3/21/12-motioned by Joan, seconded by Kim-all in favor. Approved.

Reports:

None new.

In agreement with last report-\$22057.85 balance prior to release of scholarships previously awarded in June & July 2012. All recipients met Scholarship criteria.

Auditors on site now for town. Results unknown at this writing.

Discussion:

Some discussion on improved recruitment of WB School teachers for the committee. Beth to work on that internally.

Old Business:

Review Chapter 194 of the Act of 1986

Review Chapter 60/Sect 6c MGL reviewed w/ newest member

Review of history of recipients

New Business:

Discussion of new application form

Revision of essay criterion

Review of definition of "adult"

Review process explained

1. One WB parent questioned Joyce about criteria and suggested the applicants that are most involved in the town-are the ones that should be awarded scholarships. Kim is disappointed about the quality of the essays received during last application period. Beth advises the school does not provide guidance on this at this time. It is the student's responsibility to seek help if s/he thinks they need it.

Beth suggests committee uses different wording or "terminology" to better guide students and to "request a well constructed essay". Discussion ensued and the following are some of the highlights of the table talk.

- What the qualities of a leader
- How do you exemplify these qualities and how have you been a leader in your community?

The final product of the discussion resulted in the following change to the essay question for the next applicants:

"What lessons have you learned from your involvement in the West Boylston Community? How will this learning impact your future?"

2. Motion made by Joyce to revise question #4 on current application and insert word "essay" Joan second and all in favor.

Joyce will contact new Guidance Dept. secretary, Heather Duhamel, for introductions and to review scholarship process. Due date for applications has been moved up to 2/25/13 for more time for members to review.

3. Scholarships:

- After last years awards were distributed, approx. \$19K in budget.
- Up to 5 at \$1000 each motioned by Kim and second by Beth-Approved.
- Due to increase in cost of college will try to maintain 5 but reserve the option of 4 awards possible. Committee to review budget and essays received and determine correct balance of awards to funds at next round.

3a. Scholarship Publicity:

- Discussion about increasing awareness of scholarship availability and donations needed.
- Suggestions: T&G-Community Update section (Mike Kane contact), The Banner, Town Offices, Town Website, Channel 11, Jen Breen, High School web page.

Agenda was covered and meeting adjourned at 10:58am.

Joyce will cancel 2nd meeting previously scheduled as not necessary. Kim will remove notice from town website.

Next meeting APRIL 2, 2013 9:30AM at the Town Hall.

Respectfully submitted,
Joan Trottier
57 Newton Street
West Boylston MA 01583