

WEBSTER PUBLIC SCHOOLS  
WEBSTER SCHOOL COMMITTEE  
OPEN SESSION MINUTES (M.G.L. C.39) OF TUESDAY, July 19, 2011

Date: Tuesday July 19, 2011

Time: 6:45

Location: School Committee Meeting Room

The meeting was called to order by Chairman Makara

The following Committee Members were present:

- o Member Collins
- o Member Czechowski
- o Member McNulty

The following Committee Members were absent:

- o Member Geotis (arrived at 7:00)

Motion: Move go into executive session according to MGL, Chapter 39, S23b to consider strategy with respect to collective bargaining to return to Public Session at 7:15PM

The motion was made by Member Collins

The motion was seconded by Member McNulty

The following roll call vote was taken:

4 members having voted in the affirmative  
    members having voted in the negative  
    members having abstained

The motion:   X   Passed  
       Failed

Committee returned to Public Session at 7:15

Motion: Move to approve the meeting minute's of May 24, 2011

The motion was made by Member Collins

The motion was seconded by Member McNulty

The following roll call vote was taken:

3 members having voted in the affirmative  
    members having voted in the negative  
  2 members having abstained (Member Czechowski & Chairman Makara)

The motion:   X   passed  
       Failed

Motion: Move to approve the meeting minute's of June 28, 2011.

The motion was made by Member Collins

The motion was seconded by Member Czechowski

The following roll call vote was taken:

4 members having voted in the affirmative

   members having voted in the negative

1 members having abstained (Member McNulty)

The motion:   X   passed

       Failed

### **The Assistant to the Superintendent for Business, Mr. Ted Avlas**

Mr. Avlas was not able to attend tonight's meeting; Dr. Ciardi informed the Committee that the items to be discussed will be bid items and they will be discussed later in this meeting.

**The Superintendent of Schools, Dr. Gregory M. Ciardi** presented information on the following:

#### **Personnel Update – Dr. Marilyn (Bonnie) Bisbicos, Director of Student Services**

As the Committee knows the district held an extensive search, was unable to hire a qualified candidate. Dr. Bisbicos is willing to stay with us one additional year. Because she is a retired educator it required a waiver; two weeks ago we received approval for a waiver from the DESE. During this school year we conduct a search for a new director. While Dr. Bisbicos has been carrying the title of interim direct, we will drop the interim and refer to her as the director of student services.

#### **Personnel Update – Mr. Michael Hackenson, Principal Bartlett Jr Sr High – retirement 2/2012**

Mr. Hackenson is unable to attend tonight's meeting; but after 12 years as principal he will retire during this school ear. We will begin right away a search for a candidate to start in February 2012. Within the next few weeks we will form a search committee to determine a qualified candidate. I would like to offer thanks for his valued service.

Member Geotis asked how many people are typically on a search committee. Dr. Ciardi responded that between 8-12

### **Old Business**

#### **A. Superintendent's Evaluation and goals**

Chairman Makara informed those in attendance that in the packet is the individual scores and comments of the committee members. The overall rating from Dr. Ciardi's evaluation is 3.88. The rating is tied to his salary increase according to the contract. A 3.88 would be equal to a 4.5/% increase. Chairman Makara reminded the members that the district and community that has had to sacrifice over the past few years, we want to recognize the employees that have sacrificed their salary increase over the past two years. Dr. Ciardi has also sacrificed two years of his salary increase. A 4.5% increase nets out to a 2.5 over the prior years.

All the goals that were submitted by the committee members were compiled to make a list of seven new goals for Dr. Ciardi. (refer to packet for 7 new goals)

Member Collins asked about goals being weighted differently now that there are 7 goals. Dr. Ciardi responded that the goals line item is weighted three times, it doesn't have to be changed, and it may have more of an impact in the final score.

Member Geotis requested more specific information about #4 goal -- "Improve outreach to the community by expanding partnerships with school, parents, the business community and other town departments. Dr. Ciardi said this is a constant struggle; we know we can do a better job educating the children of this town when we are in a partnership with parents. Our PTO is becoming stronger; the Education Foundation is reaching out to more parents. Our Coordinator of Reading suggested we set up community meetings at North Village. Dr. Ciardi stated that he is glad this has become a goal.

Motion to approve the goals for 2011-2012 for the superintendent

The motion was made by Member Collins  
The motion was seconded by Member McNulty

The following roll call vote was taken:

5 members having voted in the affirmative  
   members having voted in the negative  
   members having abstained

The motion:       X   passed  
                         Failed

**New Business:**

**A. Surplus material – stove at Bartlett Jr. Sr. High School “foods room”**

Dr. Ciardi does not have the information required for a motion to be made, it is recommended that this new business item be tabled to the August meeting

**B. Accept class of 2011 Class Gift of replacement stoves**

The graduating class has graciously agreed to donate two replacement stoves for the “food room” in C section.

Motion to accept stoves as a gift from the class of 2011

The motion was made by Member McNulty  
The motion was seconded by Member Collins

The following roll call vote was taken:

5 members having voted in the affirmative  
   members having voted in the negative  
   members having abstained

The motion:       X   passed  
                         Failed

**C. Approval of Park Avenue Elementary School Handbook**

This is an annual event, building principals are asked to highlight changes to their handbooks

Mrs. Wallace told the committee that the school council (made up of 2 teachers, 2 parents, and 1 community member) worked on this year's handbook. Most of the handbook is new. This handbook is more user friendly and much more informative

Member Collins commented on the robust handbook. Member McNulty was impressed with the involvement of parents. He asked if there is a plan in place to promote the PTO. Mrs. Wallace responded, Yes, there is a strong set of officers this year. There are white boards set up at each entrance announcing upcoming meetings, they attend all events.

Motion to approve the 2011-2012 Park Avenue Elementary School Handbook

The motion was made by Member Collins  
The motion was seconded by Member Czechowski

The following roll call vote was taken:

5 members having voted in the affirmative  
   members having voted in the negative  
   members having abstained

The motion:       X   passed  
                         Failed

**D. Approval of the Webster Middle School Handbook**

Mrs. Lundwall said there were very minimal changes to the handbook. There is a cover sheet attached to the new handbook outlining the changes included in the packet.

Motion to approve the 2011-2012 Webster Middle School Handbook

The motion was made by Member McNulty  
The motion was seconded by Member Collins

The following roll call vote was taken:

5 members having voted in the affirmative  
   members having voted in the negative  
   members having abstained

The motion:       X   passed  
                         Failed

**E. Approval of the Bartlett Junior Handbook**

Mrs. Rowlings, Assistant Principal, told the committee that there were very few changes. The intent of the handbook is to put it in student friendly manner. There is an assembly to go over the handbook with all students. The High School handbook is available for parents.

Motion to approve the 2011-2012 Bartlett Junior School Handbook

The motion was made by Member Collins  
The motion was seconded by Member McNulty

The following roll call vote was taken:

5 members having voted in the affirmative

members having voted in the negative  
    members having abstained

The motion:       X    passed  
                         Failed

#### **E. Approval of the Bartlett Senior Handbook**

Mr. Daniels, Assistant Principal, told to committee that there is a revision in the language on smoking so it is consistent in the entire book. Also changes were made in the code of conduct of students and the level of severity (pgs 22-26). Children should be allowed to make mistakes, but also know there are consequences. This handbook is handed out to the students and available on the school web site.

Member Collins likes the tiered levels of penalties. Member Geotis asked if the resource officer, Officer Johnson would still be on site. Mr. Daniels said yes.

#### **Motion to approve the 2011-2012 Bartlett Senior School Handbook**

The motion was made by Member Collins  
The motion was seconded by Member McNulty

The following roll call vote was taken:

   5    members having voted in the affirmative  
    members having voted in the negative  
    members having abstained

The motion:       X    passed  
                         Failed

#### **F. Approval of the Webster Public School Bullying Prevention Curriculum**

Mrs. Wallace, Mrs. Lundwall and Guidance Counselor, Patty MacKay made the presentation on the School Bullying Prevention Curriculum (k-12). At the Park Avenue Elementary level the program Second Step is being used. At the Middle School, the Steps to Respect program is being used. At the 7-12 grade level there isn't a program currently in use, we researched the state web site to obtain an appropriate program for the age level. The program that will be used is called Bully-Proofing Prevention and Intervention

#### **Motion to approve the Webster Public School Bullying Prevention Curriculum**

The motion was made by Member McNulty  
The motion was seconded by Member Czechowski

The following roll call vote was taken:

   5    members having voted in the affirmative  
    members having voted in the negative  
    members having abstained

The motion:       X    passed  
                         Failed

Dr. Ciardi told the Committee that this completes the second requirement in the state Bullying Prevention Law. The third step is a professional development day that will be held Oct. 8 ,2011 for a three hour session and will continue this throughout the year.

#### **G. Bid Acceptance: Paper**

Three vendors responded to the bid. It is recommended that CPG (Contract Paper Group) be awarded the 2011-2012 paper bid.

#### Motion to approve CPG for the 2011-2012 paper bid

The motion was made by Member McNulty

The motion was seconded by Member Collins

The following roll call vote was taken:

5 members having voted in the affirmative  
    members having voted in the negative  
    members having abstained

The motion:       X   passed  
                         Failed

#### **H.Approval of Healthy Hunger Free Kids Act and new pricing**

Mrs. Zalewski, Food Services Manager, detailed the Healthy Hunger Freed Kids Act of 2010. This is to make us compliant with the new Federal regulations. We are now required to offer bottled water

It is recommended to raise the prices by \$0.25, which will still have Webster below the state average.

The Summer Feeding Program has been very successful. Last week we had a state review and they raised our funding from 100 lunches to 150 lunches a day.

#### Motion to approve an increase in the school lunch

The motion was made by Member McNulty

The motion was seconded by Member Collins

The following roll call vote was taken:

5 members having voted in the affirmative  
    members having voted in the negative  
    members having abstained

The motion:       X   passed  
                         Failed

Motion to approve the request from Bartlett Jr. Sr. High School to transfer \$21,975.21 from the Student Activity savings account to the Student Activity checking account.

The motion was made by Member McNulty

The motion was seconded by Member Collins

The following roll call vote was taken:

4 members having voted in the affirmative

   members having voted in the negative

   members having abstained

The motion:   X   Passed

       Failed

Review / Transfer / Singing of Bills, Payrolls and Vouchers: Committee reviewed and signed bills and vouchers.

Motion: Move to adjourn the meeting at 8:55PM.

The motion was made by Member Collins

The motion was seconded by Member McNulty

The following roll call vote was taken:

5 members having voted in the affirmative

   members having voted in the negative

   members having abstained

The motion:   x   passed

       Failed

Respectfully Submitted,

Lori Glennon