

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, ~~October 9~~ January 22, 2013, 2012

Date: ~~October 9~~ January 22, 2013, 2012

Time: ~~7:00~~ 7:00 PM

Location: School Committee Meeting Room

The meeting was opened for discussion

- o Chairman Makara

The following Committee Members were present:

- o Member Czechowski
- o Member Collins
- o Member Gorski-Strong
- o Member McNulty
- o ~~Member Gorski-Strong~~
- o ~~Member McNulty~~

The following Committee Members were absent:

- o Member Collins

~~Call to Order: Motion: Move to approve the meeting minute's of~~ September 25 ~~January 8, 2013, 2012~~

The motion was made by ~~Member~~ Member McNulty

The motion was seconded by Member Gorski-Strong

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

The Assistant to the Superintendent for Business, Mr. Ted Avlas updated the committee on

(1) Update on School Building Committee

- The Working Group has met 3 times to review floor designs. Each floor will have a different color and pattern. Other items were recommended by this committee and they are looking to prioritize the following:
 - *Middle School Renovations
 - *Roofing: use SS metal in lieu of asphalt shingles
 - *Maintenance shed with brick veneer
 - *Naturalized play area
 - *Exterior digital signage

- The MSBA has advised the design group that the plan are approx 500 sq ft over approval – there are two options. (1) keep the square footage, but it would not be reimbursable and the approximate cost would be \$100,000. (2) reduce the number of seating in the cafeteria by 36 seats. Te committee agreed that Mr. Fitzgerald will discus with the MSBA to keep the additional square footage, understanding that this will not be reimbursable. There was discussion about if the infrastructure would allow for solar plans if they are ever added.
- The MSBA announced they will begin accepting Statements of Interest (SOI) on January 9, 2013 through April 10, 2013. We will discuss submitting for the renovations / repairs needed at Bartlett Jr. Sr. High School
- Mr. Billings informed the committee that the Temporary Classroom Package is being prepared for posting; the temporary parking, traffic coordination and moving plans will begin the end of this school year. The prequalification process has begun; all contractors wishing to bid on any job must be qualified under the MSBA regulations.
- The Planning Board met with Mr. Fitzgerald on January 7, 2013. Some concerns discussed were the safety of the building (i.e. bullet proof glass on first floor windows). Mr. Fitzgerald assured the committee that he has been meeting with policy and fire to be sure security systems and safety protocols are in place. There will be a public hearing on February 4, 2013, after which they will meet to vote on the plan.

Chairman Makara requested an update from Collaborative Partners, asking them to attend a meeting. Mr. Avlas said he would make arrangements for them to attend.

Principal Report: Carrie Wallace, Park Avenue Elementary School Jennifer Lundwall, Webster Middle School

Mrs. Lundwall is sick with the flu and not with us tonight

District Wide Reports/Correspondence

(1) Submission of Town Report Articles

Dr. Malkas reported to the Committee that all reports were submitted on time and are available to review by request. (1)-
Update on Strategic Planning

(2) Mid Cycle Goals Progress Report

Dr. Malkas presented her follow up to her entry plan presented at the last meeting. Her six mid-cycle goals were reviewed (see attached) along with action / steps taken to date, analysis on progress of her self assessment. All six goals were reviewed and elaborated on. She explained that this model will be duplicated for the other Webster Public School administrators

Member Gorski-Strong questioned Dr. Malkas on what her plan is for the goals that she feels she is off target on. Dr. Malkas responded that working with her mentor and other superintendents in the area will give her information to work on the goals that are in need of attention.

| [\(2\) Enrollment and Class Size Report](#)

Student Update – Ashton Morio

| [Not available this evening](#)

Old Business

| [A. Third and Final Reading of Nondiscrimination Policy](#)
[FY 14 Budget Discussion](#)

Mr. Avlas said there are no formal changes to the budget that was presented at the last meeting. The FY14 House Budget will be unveiled by Gov. Patrick tomorrow. The Chapter 70 state aid calculations for each district will be posted immediately following the release on the DESE financial web page. Last week Gov. Patrick announced a new education package of which 70 million is proposed for expanded learning time. At the next School Committee meeting Mr. Avlas will review the House Budget. He said the Business Office and the district Learning Tam will continue to have budget discussions.

Motion: Move to _____

The motion was made by _____

The motion was seconded by _____

The following roll call vote was taken:

_____ members having voted in the affirmative

_____ members having voted in the negative

_____ members having abstained

The motion: _____ passed

_____ Failed

B. Third and Final Reading of Equal Employment Opportunity Policy

Motion: Move to _____

The motion was made by _____

The motion was seconded by _____

The following roll call vote was taken:

_____ members having voted in the affirmative

_____ members having voted in the negative

_____ members having abstained

The motion: _____ passed

_____ Failed

C. Third and Final Reading of Emergency Plans Policy

Motion: Move to _____

The motion was made by _____

The motion was seconded by _____

The following roll call vote was taken:

_____ members having voted in the affirmative

_____ members having voted in the negative

_____ members having abstained

The motion: _____ passed

_____ Failed

D. Memorandum of Agreement to transition Depart Heads to Curriculum Leaders

NNew Business

A. Review first draft of 2013-2014 School Calendar

Dr. Malkas presented the first draft of the 2013-2014 school calendar saying it mirrored the current calendar except

(1) The school committee meeting is scheduled for the last Tuesday in August rather than the 3rd Tuesday to allow buildings time to prepare for a tour of the facilities

(2) December Holiday Break will begin on December 23rd. Earlier than starting this year, but because it falls on a Monday it was felt keeping a full week would be best use of our 180 days.

(3) In April, because of school vacation the meeting would be scheduled on the 5th Tuesday of the month.

Member Gorski-Strong questioned the text in December stating the Holiday would begin on the 20th – she feels it should be changed to December 23rd to eliminate confusion.

Motion: Move to approve the first draft of the 2013-2014 calendar as presented this evening with one change

The motion was made by _____ Member McNulty

The motion was seconded by _____ Member Gorski-Strong

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

B. Remote Participation

Dr. Malkas stated that Open Meeting Law guidelines allow for committees to request remote participation of members unable to attend meetings. There are certain stipulations for the member not to be physically present to participate in the meeting. There are only 5 reasons: personal illness, personal disability, emergency, military service, geographic distance. Accommodations to use telephone, internet or satellite for video conferencing can be arranged if approved. Dr. Malkas sent a request to other superintendents and found other districts do not have a policy for remote participation since it is a local governing board decision. Mr. Avlas said he checked with the Attorney General's office to find that we fall under the "Regional or District Public Bodies" category and must adhere to the outline (enclosed).

Member McNulty thanked everyone for researching this topic. Due to his work demands it would allow him to participate. Member Gorski-Strong added that with the availability of technology we should take full advantage of it.

Mrs. Millett (in attendance) asked if there was a number of times or a limit so it is not over used. Mr. Avlas answered "no" there are no restrictions.

Motion: Move to support the School Committee request to the Board of Selectman to consider adopting Remote Participation for all local bodies and ask to be put on the agenda

The motion was made by Member McNulty

The motion was seconded by Member Gorski-Strong

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

C. Town Meeting Warrant

Mr. Avlas explained the MGL allows for procurement to award a contract for a term not to exceed three years. There is an option that allows a Town Meeting vote to extend that to 5 years. He explained that the ability to negotiate a contract for a longer period could be more beneficial financially to the district. i.e. leasing a vehicle, computer, copy machine for a 5 year contract will allow for a price reduction adding the two extra years.

Member Gorski-Strong asked for clarification of the MGL – Mr. Avlas explained that if the Town Meeting approved our request it would be permanent and from then on we would have the ability to award a contract for a term not exceeding five years. Mr. Avlas said he would check with other districts to see what they are allowed.

Motion: Move to approve the Special Town Meeting Article as presented this evening

The motion was made by Member McNulty

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

members having abstained

The motion: X passed

Failed

A. Breathalyzer Policy Discussion

B. Approval of Nature's Classroom Trip

C. Rigor and Relevance Framework Update

D. Approval of 1.0 ABA position

Motion: Move to approve 1.0 ABA Position

The motion was made by _____

The motion was seconded by _____

The following roll call vote was taken:

_____ members having voted in the affirmative

_____ members having voted in the negative

_____ members having abstained

The motion: _____ passed

_____ Failed

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

Motion: Move to adjournment this meeting at 8:10 PM—

The motion was made by [Member McNulty](#)

The motion was seconded by [Member Gorski-Strong](#)

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

Respectfully Submitted,

Lori Glennon, Recording Secretary Webster School [eC](#)ommittee

Documents used during this meeting include:

- Agenda for Tuesday, ~~October 9~~[January 22, 2013, 2012](#)
- Minutes from ~~September 28~~[January 8, 2013](#)
- [Assistant to the Superintendent for Business notes, 2012](#)
- ~~FY2014 Budget Timeline~~
- ~~District Priorities Survey~~[Mid-Cycle Goals Progress Report](#)
- ~~FY2013 Enrollment and Class Size Report~~[2013-2014 School Calendar – first draft](#)
- [Outline for Remote Participation](#)
- Special Town Meeting [Warrant](#)
- ~~Non Discrimination Policy~~
- ~~Equal Employment Opportunity Policy~~
- ~~Emergency Plans Policy~~
- ~~Memorandum of Agreement between W~~