

WEBSTER PUBLIC SCHOOLS  
WEBSTER SCHOOL COMMITTEE  
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, January 12, 2016

Date: January 12, 2016 Time: 7:00 PM

Location: Park Avenue Elementary School Library

The meeting was called to order by

The following Committee Members were present:

- o Member Chenevert
- o Member Hurton
- o Member Makara
- o Chairman Collins

The following Committee Members were absent:

- o Member Gorski-Strong

The following Committee Members participated via Remote Participation

**I. Call to Order: Move into Executive Session in to discuss strategy with respect to collective bargaining, and to reconvene to Open Session in accordance with MGL c.30A §21(a)2**

Motion: To enter into Executive Session to discuss strategy with respect to collective bargaining, and to reconvene to Open Session in accordance with MGL c.30A §21(a)2

The motion was made by Member Makara

The motion was seconded by Member Hurton

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

**II. Approval of December 8, 2015 Minutes: PASSED OVER**

**Approval of December 22, 2015 Minutes:**

Motion: To approve the December 22, 2015 Minutes

The motion was made by Member Hurton

The motion was seconded by Member Chenevert

The following roll call vote was taken:

  3   members having voted in the affirmative  
   members having voted in the negative  
  1   members having abstained ~ Chairman Collins

The motion:   X   passed  
           Failed

### **III. Superintendent's Report**

#### **A. Assistant to the Superintendent for Business' Report**

1. Update on Park Avenue Elementary Project

Dore & Whittier, Hill International and CTA spent the day at PAE to review final punch list. Items that will not be completed will result in a credit. Next School Building Committee meeting will be held Thursday January 21, 2016

2. Update on Administrative Office Renovation Project

Bay Path vocational has resumed their demolition. Next step is the rough plumbing

3. MSBA Statement of Interest 2016

We have been notified that it's time for submitting Statement of Interest. We have filed the last 2 years, had a site visit this year, but were not chosen. There is a meeting scheduled this week with our administrators to discuss ways to enhance our application. We are planning on requesting full renovation versus the accelerated program that only contains items such as windows, heating, HVAC.

Dr. Malkas summarized the discussion she had with the MSBA representative

#### **B. Principal Report – Steven Knowlton, Bartlett High School**

- Van Constantine and Susan Sabaj along with Mr. Knowlton completed the responses to the NEASC Report which was submitted by the 12/15/2015 deadline. Some recommendations are still in progress
- NEASC two year report is due October 2016. Every standard must be addressed
- January 5, 2016 attended the Worcester County Superintendent Scholar Luncheon at WPI, this year's honoree, John Hughes was in attendance.
- Professional Development Learning Walks this process has developed into Lesson Study. This is a collaborative implementation of lesson plans and student engagement
- Student scheduling for next year's courses have begun. Students will receive their course selection sheet January 19<sup>th</sup>
- Scheduling visits with Webster Middle School 8<sup>th</sup> grade students and local parochial schools
- Yesterday began the new academic learning center to assist students who are struggling academically  
Mrs. Daniels gave details of the YOU-niversity. 15 students attended the first day. Program will be held every Monday, Wednesday and Thursday. Offering students the option of electing to come for extra help when serving detentions. This is Title 1 funded. Modeling college tutor centers

#### **C. District Wide Reports / Correspondence**

1. Enrollment Update

Dr. Malkas reviewed the enrollment figures (as of 1/1/16). We have seen higher numbers than expected. Projecting 2016-2017 enrollment figures were presented to support the restoration of faculty that were cut. Specific positions will be highlighted in the FY17 budget presentation

### **IV. Student Update – Robert Price**

- Bartlett Student Counsel is holding a fundraiser this evening at Mexicali Restaurant ~ will receive 10% of sales

- Boys Varsity Basketball had their first loss against Oxford. An update of all other teams was given
- Quarter 2 ends January 29th

**V Old Business**

**A. Approve revised Substitute Handbook**

Three revisions have been made to the Substitute Handbook:

page 3 – updated Webster Middle School “student hours”

page 4 – included “homelessness” into the Statement of Nondiscrimination from findings of Coordinated Program Review

page 6 – as of 1/1/2016 the State Minimum Wage increased to \$10/hr. Increase the sub caf rate

Motion: To approve the revised substitute Handbook as presented

The motion was made by Member Hurton

The motion was seconded by Member Makara

The following roll call vote was taken:

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

The motion:   X passed  
       Failed

**V New Business**

**A. Presentation of FY17 Budget – First Draft**

Dr. Malkas gave a Power Point presentation on the FY17 Budget Priorities (included in packet). Looking to have a budget that supports class size reduction, improved technology and wifi infrastructure, safe learning environments and restoration of academic programs.

Mr. Avlas reviewed the factors effecting the FY17 budget. Each building administrator met with their staff to discuss needs, then the DLT met to review those proposals and formulated the budget being presented. The Business Office determined what a “level service” budget would require. The Governor’s Budget will be released January 27<sup>th</sup>. Two factors in determining our Chapter 70 funding are student enrollment and the economically disadvantaged student figures. School Choice has been a major factor in the loss of revenue to our district. Special Ed Circuit Breaker is another source of funding that the district relies on to balance the budget, the last few years we have seen the district spend more than was taken in. A review of calculating low income status was given and how it may affect our budget.

Mrs. Wallace outlined the priorities at Park Avenue Elementary. Looking to restore Grade 1, 2 and 4 classroom teacher due to increased enrollment. Additional support staff and a Dean of Students to support the needs of students and families.

Mrs. Lundwall is looking to reinstate World Language that was lost this year along with adding an art teacher, adjustment counselor, administrative assistant and Dean of Students

Mr. Knowlton is looking to restore several staff that were cut from this year’s budget. With the anticipated increase in enrollment class sizes a minimum of 2.2 teachers will be needed. NEASC has placed us in the warning status due to curriculum, school and community resources for learning. There is a requirement to maintain progress to avoid losing status.

Mrs. Baris reviewed the Special Education budget requests, each year an Out of District Team Chair is cut from the budget, given the current case load, it is becoming difficult to manage those students and attempt to prepare them to reenter the district. The results of a recent study advised the increase of a psychologist. Looking to create a new Early Learning Team Chair that would meet the growing needs of initial testing and preschool screening.

Mr. Avlas added 0.25FTE grounds keeper to maintain the larger grounds at Park Avenue Elementary. Also increase an administrative assistant from 0.5FTE to 1.0FTE. Looking for addition of 1.0 FTE IT person.to assist the one we currently have.

Mr. Avlas went on the outline misc. salary items and other fixed costs (i.e. supplies, water, and sewer). At Webster Middle School looking to add athletics and restore intermural sports and extra-curricular activities. There is increase in our of district tuition due to the decrease in Circuit Breaker funding. Total increase for the district would be additional 23.95 FTE, and a 13.2% increase.

Mrs. Pierangeli spoke about the technology; Bartlett and Webster Middle Schools have devices that are outdated. CHROME Books can be purchased for \$90,000 that will enhance student learning. Additional money is in the budget for licensing / contractual agreements (i.e. PowerSchool, SIMS Tracker).

Dr. Kelley explained the \$85,000 Curriculum renewal request. This will allow the purchase of textbooks that renew annually. Dr. Malkas expanded on the textbook expense and the on-line subscriptions.

Chairman Collins is in support of all the items presented, his fear is the entire presentation will not be taken into consideration by the tax payers of Webster. All Committee members thanked the DLT for their efforts. Member Makara stated that realistically we will need parent support. Member Hurton spoke about the probability of an override and the need for achieving that. Member Chenevert stated that is presentation "humanized" the requests. Chairman Collins expressed the need to have a strategy to educate the public.

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

A. Approve transfer request from Park Avenue Elementary Activity savings to checking account

Motion: To approve the \$649.50 transfer from Park Avenue Elementary School Student Activity Savings Account to Checking Account

The motion was made by Member Hurton

The motion was seconded by Member Chenevert

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. Approve transfer request from Webster Middle School Activity savings to checking account

Motion: To approve the \$16,620.81 transfer from Webster Middle School Student Activity Savings Account to Checking Account

The motion was made by Member Hurton

The motion was seconded by Member Makara

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

Motion: Move to adjourn the meeting at 9:35 PM

The motion was made by Member Hurton

The motion was seconded by Member Chenevert

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

Documents used during this meeting include:

- December 8, 2015 Minutes
- December 22, 2015 Minutes
- Enrollment figures
- Substitute handbook
- FY17 Budget Priorities Power Point
- School Budget at a Glance
- FY17 School Budget – Draft#1
- Park Avenue Elementary Transfer request
- Webster Middle School Transfer request