

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, August 25, 2015

Date: August 25, 2015

Time: 7:00 PM

Location: School Committee Meeting Room

The meeting was called to order by

- o Chairman Collins

The following Committee Members were present:

- o Member Hurton
- o Member Gorski-Strong
- o Member Makara
- o Member Chenevert

The following Committee Members were absent:

The following Committee Members participated via Remote Participation

There was a tour of the three schools before the meeting began.

Chairman Collins stated that the schools are in great shape, work continues to be ready for the start of school

I. Call to Order: Move into Executive Session in Accordance with MGL c30A §21(a)2 to conduct strategy session in preparation for Negotiations

Motion: To enter into Executive Session in Accordance with MGL c30A §21(a)2 to conduct strategy session in preparation for Negotiations

The motion was made by Member Hurton

The motion was seconded by Member Chenevert

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 return to public session immediately following executive session

The motion was made by Member Makara

The motion was seconded by Member Hurton

The following roll call vote was taken:

5 members having voted in the affirmative
__ members having voted in the negative
__ members having abstained (Hurton)

The motion: X passed

2. Update on School Building Project

In the final stages of the project. Landscaping has more work to be done. The Ribbon Cutting is September 1st at 10:00. October 4th will be a Community Open House.

B. District Wide Reports / Correspondence

1. School Personnel Update

Dr. Malkas outlines the hiring done so far – 17 teachers, 2 administrative assistants, recalled all the paraprofessionals. There are still 9 positions on School Spring. This was a challenging year, with the late budget and late resignations and retirement notices. Building principals have been very busy with interviews and recommendations. (list of new hires included in packet).

III. Old Business

A. Policy JH – Attendance – Third and Final Reading

As part of the District Strategic Plan , a district attendance committee was formed and met during the school year to develop a district policy for student attendance. The committee looked at similar policies and referred to MASC. A three tiered model of universal, targeted, and intensive interventions were identified with specific actions targeted at each level. We have made additions, implemented regulations associated with the actions to be taken by the district to improve attendance.

Motion: To approve Policy JH - Attendance

The motion was made by Member Gorski-Strong

The motion was seconded by Member Hurton

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

B. Policy JLCD – Administering Medicines to Students – Third and Final Reading

The District School Nurses developed this policy and manual to be in compliance with new Massachusetts General Law and Department of Public Health. The policy outlines the management, storage, handling and documentation of medications. All medications (Rx and over the counter) are included in this policy.

Motion: To approve Policy JLCD – Administering Medicines to Students

The motion was made by Member Hurton

The motion was seconded by Member Makara

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. Community Eligibility Program (CEP Update)

Mr. Avlas updated the Committee on the status of the CEP Program. At a previous meeting Mr. Avlas was recommending that we not participate in the program since reimbursement was not clearly defined. The state has reconsidered the way to identify families. The new procedure being used to determine funding is based on economically disadvantaged status. With that, we are eligible to offer free breakfast and lunch to all our students. Hoping this will increase student participation. We will promote and enhance this program to ensure all families are aware of the program. Financially we have run the numbers and feel confident to break even the first year. If we run in the red we do have funds in the school choice line. If it is not feasible we can pull one or two of our schools out. Participating in CEP would eliminate the annual application process and tracking of student participation as free and reduced lunch programs.

Chairman Collins asked if there is a percentage of participation required and if it would impact our Breakfast in the Classroom. Mr. Avlas said the Breakfast in the Classroom is grant funded and would not be impacted

Discussion continued on scenarios that could occur with the program and elimination of work to implement program.

Motion: To approve the Community Eligibility Program

The motion was made by Member Makara

The motion was seconded by Member Hurton

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

-

IV. New Business

A. Approval of Park Avenue Elementary School Student Handbook

Mrs. Wallace introduced her new Assistant Principal, Helen Rowlings. Mrs. Rowlings reviewed the changes to the handbook (outline of changes and handbook in packet)

Motion: To approve the Park Avenue Elementary School Student Handbook

The motion was made by Member Hurton

The motion was seconded by Member Makara

The following roll call vote was taken:

 members having voted in the affirmative

 members having voted in the negative

 members having abstained

The motion: X passed

 Failed

B. Approval of Webster Middle School Student Handbook

Mrs. Lundwall reviewed the changes to her 2015-2016 student handbook. Most of the changes were done to customize the new grade reconfiguration of grades 5-8. Explanation of Classroom Dojo, school wide behavior management system was given.

Motion: To approve the Webster Middle School Student Handbook

The motion was made by Member Hurton

The motion was seconded by Member Chenevert

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 Crisis Intervention Plan

Dr. Malkas explained that last year certain actions required by public school to identify An Act Relative to the Reduction of Gun Violence in a Crisis Intervention Plan including a suicide prevention plan, and it must be submitted to DESE by September 1st. Our district took the approach to include more in our language as outlined in the attached Crisis Intervention Plan. this serves as an appendix to our Emergency and Medical Response plan.

Motion: To approve the Crisis Intervention Plan

The motion was made by Member Hurton
The motion was seconded by Member Gorski-Strong
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 Memorandum of Agreement for Webster Administrative Assistant Assoc.

Dr. Malkas outlined the Memorandum of Agreement for the Administrative Assistant Association that would allow a mid-contract change in the stipend for the graduation coordinator. This represents the anticipated hours of work required to complete tasks associated with graduation, including the programming and printing of invitations and programs for the senior awards ceremony and graduation ceremony.

Motion: To approve the Memorandum of Agreement for Webster Administrative Assistant Assoc.

The motion was made by Member Makara
The motion was seconded by Member Hurton

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 Memorandum of Agreement for Webster Educators Association

Dr. Malkas said the purpose of this mid cycle change is for the position of BCBA to be included in the WEA contract.

Motion: To approve the Memorandum of Agreement for Webster Educators Association

The motion was made by Member Gorski-Strong
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
1 members having abstained (Hurton)
The motion: X passed
 _____ Failed

F. Approval of renaming Bartlett High School

Dr. Malkas stated that with the exit of grades 7 & 8 the change in name from Bartlett Jr. Sr. High School to Bartlett High School as the official school title.

Motion: To formally change the name to Bartlett High School

The motion was made by Member Makara
The motion was seconded by Member Hurton

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

G. Acceptance of Central Massachusetts Special Education Collaborative FY16 Auditors Report

Dr. Malkas presented the Central Massachusetts Special Education Collaborative FY16 Auditors report. The report determined the revenue and expenses in a break even budget.

Motion: To accept the Central Massachusetts Special Education Collaborative FY16 Auditors Report

The motion was made by Member Hurton
The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

 __ members having voted in the affirmative
 __ members having voted in the negative
 __ members having abstained
The motion: X passed
 _____ Failed

There was discussion around the Recovery High School

H. Acceptance of \$29,918.00 donation to Bartlett High School Scholarship fund from the Estate of Joyce and Michael Kullas

As a settlement of the estate of Joyce and Albert Kullas, son, Michael Kullas contacted the district with a donation of \$29,918.00 to be used according to district policy to establish a scholarship for the graduating class. Both Mr. and Mrs. Kullas are BHS graduates.

Motion: To accept \$29,918.00 donation to Bartlett High School Scholarship fund from the Estate of Joyce and Albert Kullas

The motion was made by Member Hurton
The motion was seconded by Member Gorski-Strong

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

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

Mr. Hurton wanted to publically recognize Jacob Meloche, recent Bartlett graduate that received his Eagle Scout last evening.

Motion: Move to adjourn the meeting at 9:10 PM

The motion was made by Member Hurton
The motion was seconded by Member Makara

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

Documents used during this meeting include:

- ❖ June 22, 2015 Minutes
- ❖ July 28, 2015 Minutes
- ❖ Policy JH – Student Attendance
- ❖ Policy JLCD – Administering Medicines to Students
- ❖ 2015-2016 Park Avenue Elementary School Student Handbook with list of revisions
- ❖ 2015-2016 Webster Middle School Student Handbook with list of revisions
- ❖ 2015-2018 Webster Public Schools – Crisis Intervention Plan
- ❖ MOA Webster Administrative Assistant Association
- ❖ MOA Webster Educator Association
- ❖ Back up for renaming Bartlett High School – Policy FF – Naming New Facilities
- ❖ CMSEC FY 16 Auditors Report
- ❖ Estate of Joyce and Albert Kullas donation of \$29,918.00 to BHS Scholarship fund