

WEBSTER PUBLIC SCHOOLS  
WEBSTER SCHOOL COMMITTEE  
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, February 14, 2017

Date: February 14, 2017 Time: 7:00 PM Location: Park Avenue Elementary School Library

The meeting was called to order by: Member Makara

The following Committee Members were present

- Member Hurton
- Member Chenevert

The following Committee Members were absent:

- Member Gorski-Strong
- Chairman Collins

The following Committee Members participated via Remote Participation

**I. Call to Order: Approval of January 10, 2017 Minutes**

Motion: To approve the January 10, 2017 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  
\_\_\_ members having abstained

The motion: X passed  
\_\_\_\_\_ Failed

**Approval of January 24, 2017 Minutes**

Member Hurton noted one correction to be made. In the motion for BHS transfer he abstained. The minutes have been corrected to show there were 3 votes in favor and one vote abstained.

Motion: To approve the January 24, 2017 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  
\_\_\_ members having abstained

The motion: X passed  
\_\_\_\_\_ Failed

**Approval of February 7, 2017 Minutes**

Motion: To approve the February, 2017 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  
\_\_\_ members having abstained

The motion: X passed  
\_\_\_\_\_ Failed

## **II. Superintendent's Report**

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

- Park Avenue Elementary Building Update
  - Meeting to be held on February 28, 2017 to pay bills and review update
- Administrative Reno Update
  - HVAC work close to being done
  - Drywall next step
- Library Building Committee
  - Signed contract with contractor
  - Sad news to report – passing of a committee member, Mr. Ray Travis. Condolences to his family

### **B. Principal Report – Carolyn Wallace, Park Avenue Elementary School**

- Reported on a recent Monitoring Site Visit. Level 3 school, this was the first year PAE gave MCAS test, we are in the lowest 1%, have an urgency to turn things around. Mrs. Wallace reviewed all the steps that have taken place and what is planned. A Stakeholders Committee will be created, Sean Gilrean will be the facilitator of this group. The grant is due May 1<sup>st</sup>. Mrs. Wallace is hoping a School Committee Member can be part of this group.

Member Hurton asked for expanded explanation of possible reasons that attributed to low scores; grade reconfiguration? new school?; as opposed to actual performance of the students. Mrs. Wallace felt technology problems may have been a part of the low scores. PAE will be implementing what was learned last year in order to improve the testing this year. Mr. Lind clarified the two different statistics: achievement level and growth. The achievement score from last year is not much different that they were when students were in the middle school. The growth score is a comparison of all like schools in Massachusetts.

- Me & Someone Special Dance was held this past Saturday. Over 500 in attendance, there were two dances to accommodate everyone that wanted to attend.
- The Park Avenue Elementary PTO sponsored a bake sale at the dance, money was raised to purchase the two Buddy Benches that have recently been approved by school committee.

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

#### **1. Webster Middle School Principal Search Process**

Mr. Lind presented a Search Process for the Middle School Principal (included in packet). He would like to send out communication to staff and parents tomorrow about the search committee to allow time for interested people to respond. It is a similar process as the last search. Mr. Chenevert is suggesting an odd number of committee members. Mr. Hurton suggested adding a parent/ community member to the committee if a school committee member cannot commit to being on the search committee. Mr. Makara stated that given the needs of the district he would like to see a diverse group in the search committee. Mr. Lind will bring the names of the search committee to the next meeting. Hoping to appoint the successful candidate by the end of April. There were some Webster Middle School staff in attendance, Mrs. Bari Baggett spoke of the concerns they have and what good work that is being done at WMS. Mrs. Stawiecki asked for consideration of a special education teacher to be on the search committee.

Member Hurton made it clear this agenda item was provided to School Committee only for information, the School Committee has no authority in hiring this position.

## 2. Curriculum Initiative

Mr. Lind said he and Dr. Kelley have worked to redirect the District in the process of curriculum development and design. The three stage process was reviewed (included in packet) along with the plan and ultimate outcome.

## III. Old Business

### A. Policy KHB - Advertising – Third and Final Reading

Member Makara ready the policy. There were no comments

#### Motion: To approve Policy KHB - Advertising

The motion was made by Member Chenevert

The motion was seconded by Member Hurton

The following roll call vote was taken:

  3   members having voted in the affirmative

       members having voted in the negative

       members having abstained

The motion:   X   passed

       Failed

### B. Superintendent Search Update

Mr. Lind excused himself from this discussion. MASC Representative, Dorothy Presser was present – she stated we are in the final stages of the search. She recommended having a 75 minute interview for each finalist. There was discussion on the best day / time to hold the site visits and interviews and also the interview questions. Dorothy asked each committee member to forward her the questions/ topics they would like asked. Mrs. Presser is not aware if the 3 finalists are finalists in other districts.

### C. FY18 Budget Discussion

Mr. Lind said a Budget Workshop was held this past Saturday with members of the School Committee and the Administration Team, it was a very productive meeting. Mr. Avlas presented Chapter 70 Aid information and the formula the state uses to calculate a foundation budget. (included in packet). The current proposed budget is 8.6%. There is speculation that the Town will support a level funded budget. At the next meeting a vote must be taken to the Committee to submit the budget to the Town Administrator. There was discussion about the budget process and hoping to cut down on the drafts presented, additionally what members felt a realistic budget would be. Mr. Lind is recommending presenting a 6% budget with contingencies of what is priority. The decision was to have a 6% budget for the next meeting.

### D. Approval of 2017-2018 School Calendar

Mr. Lind presented the 2017-2018 school calendar. This has previously been presented in draft form. There have been no major changes from previous years. Since Veterans' Day falls on a Saturday we have gained an extra day, the calendar has added the Friday to Labor Day week-end making it a 4 day holiday.

Motion: To approve the 2017-2018 School Calendar as presented

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

   members having abstained

The motion:   X   passed

       Failed

E. Report on Fundraising Applications

Mr. Lind outlined the new procedures. On the District website is a new tab "Fundraising". There is a calendar of approved fundraising activities. The committee will receive all approved fundraising applications on a monthly basis.

**IV. New Business**

A. Acceptance of \$6,012.15 donation from Sports Alive

Bartlett Sports Alive will be dissolving, they are donating the balance of this account to the Bartlett High School Student Activities Account.

Motion: To accept \$6,012.15 donation from Sports Alive

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

   members having abstained

The motion:   X   passed

       Failed

B. Approval of Fundraising Organization

Mr. Lind stated that as part of the new protocol is approval of outside organizations. The Park Avenue Elementary School PTO submitted their application. He is recommending approval

Motion: To accept the Park Avenue Elementary PTO, Inc. as an approved School District Fundraising Organization

       The motion was made by Member Chenevert

The motion was seconded by Member Hurton

The following roll call vote was taken:

  3   members having voted in the affirmative

   members having voted in the negative

   members having abstained

The motion:   X   passed

       Failed

### C. Approval of overnight field trip – BHS Student Council to Cape Cod

Mr. Donna Hurton was present to request approval of an overnight field trip for the Bartlett High School Student Council to go to the annual Massachusetts Student Council Conference in Hyannis March 8-10, 2017

#### Motion: To approve the overnight field trip – BHS Student Council to Cape Cod

The motion was made by Member Chenevert

The motion was seconded by Member Makara

The following roll call vote was taken:

2 members having voted in the affirmative

   members having voted in the negative

  1 members having abstained   Member Hurton

The motion:   X   passed

       Failed

### D. Approval of overnight field trip – BHS DECA Club to Boston

Mrs. Maryanne Hoenig was present to request the overnight field trip to Boston for the DECA State Conference March 9 through 11. Three girls have advanced to this level

#### Motion: To approve the overnight field trip – BHS DECA Club to Boston, March 9 -11, 2017

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

   members having abstained

The motion:   X   passed

       Failed

### E. Approval of shed at Park Avenue Elementary School

The PBIS Recess Committee has requested a shed to store recess equipment in. The equipment will be color coded by grade level

#### Motion: To approve a shed at Park Avenue Elementary School

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

   members having abstained

The motion:   X   passed

       Failed

#### F. Acceptance of shed donation from Park Avenue PTO

The PAE has offered to purchase a shed at the cost of approximately \$1,500 for the purpose of storing recess equipment. Conversation about a shed itself being donated or funds being donated for the District to purchase a shed. Mrs. Wallace said the shed is similar to the one used prior to new building. It was determined that approval would be for the donation of a shed.

#### Motion: To approve the donation of a shed from PAE PTO

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

   members having abstained

The motion:   X   passed

       Failed

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

##### a. Approve transfer request from Webster Middle School Student Activity Savings to Checking account.

#### Motion: To approve transfer \$3,002.94 from Webster Middle School Student Activity Savings to Checking account.

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

   members having abstained

The motion:   X   passed

       Failed

Motion to adjourn:

#### Motion: To adjourn the meeting at 9:05 PM

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

   members having abstained

The motion:   X   passed

       Failed

Respectfully Submitted,

Lori Glennon

Documents used during this meeting include:

- January 10, 2017 Minutes
- January 24, 2017 Minutes

- February 7, 2017 Minutes
- WMS Principal Search Process
- 2017-2018 Curriculum Initiative
- Policy KHB – Advertising in the Schools – Third and Final Reading
- FY18 Chapter 70 Aid
- MASC~ Developing Questions for Superintendent Candidates
- 2017-2018 School Calendar
- Donation from BHS Sports Alive
- Fundraising Organization Application from Park Avenue Elementary School PTO, Inc.
- Overnight Field Trip request – BHS Student Council to Cape Cod
- Overnight Field Trip request – BHS DECA to Boston
- Letter requesting permission to place shed at PAE
- Donation of shed to PAE from PAE PTO
- Webster Middle School Transfer Request