

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, July 26, 2016

Date: July 26, 2016

Time: 6:45 PM

Location: Park Avenue Elementary School Library

The meeting was called to order by

The following Committee Members were present:

- Chairman Collins
- Member Makara
- Member Hurton
- Member Gorski-Strong

The following Committee Members were absent:

- Member Chenevert

The following Committee Members participated via Remote Participation

Chairman Collins is recommending that we move Executive Session to the end of the meeting due to the fact that an agenda item has brought a large group of parents to the meeting.

I. Approval of June 21, 2016 Minutes:

Motion: To approve the June 21, 2016 Minutes

The motion was made by Member Hurton

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

II. Superintendent's Report

A. Assistant to the Superintendent for Business' Report

1. Park Avenue Elementary Building Committee met on July 12th. The punch list is down to a handful of items, crews are working this summer to complete them.
2. Bids have gone out to install a new playground surface. Bids are due August 11th. Will schedule a meeting after that date to award the winning bid.
3. Administration Renovation Project is progressing. HVAC and Masonry bids have been awarded. There was only one Glass & Glazing so it has gone out to bid again.
4. The Business Office has been closing out the FY16 Budget
5. Summer Feeding Program has been held every Monday through Friday from 11-1 through August 5th at both Park Avenue Elementary School and Webster Middle School

B. District Wide Reports / Correspondence

1. Personnel Update

Mr. Lind stated that this is prime time hiring season. A review was given; there are 32 open positions currently, 15 positions have been filled

2. Superintendent Goals

Mr. Lind has conducted entry level interviews with staff and parents. His goals are based on the District Improvement Plan. A review of the 4 goals was given:

1. Technology Integration
- 2, Data Driven Decision Making
3. Teaching & Learning Goal
4. Communication

Member Hurton asked about the Technology Integration – when will the devices arrive in the classroom. Dr. Kelley responded that mid-October is the target Date

Another statement from Member Hurton was in regard to Social Media and improving communication. Mr. Lind replied that the social media has a large benefit and we continue to adapt in order to reach families.

Discussion over the goals being measurable and working on a format to do that.

3. Webster Middle School Standard Based Report Card Discussion

Mr. Lind said upon his arrival many parents contacted him with their concerns about the new Webster Middle School Standard Based Report Card. There appeared to be a disconnect between what parents are seeing and what was intended. The purpose of this discussion is to determine where do we go from here, moving in a positive motion.

Parents, Bobby Phillips and Stacy Trudeau spoke to the Committee. They reviewed a list of 10 issues (included in packet). that have been brought up months ago with no resolution. They are asking for a timeline for fixing these concerns. A review of the past school year and the many meeting held was outlined.

Mrs. Lundwall acknowledged the implementation issues, stating it was frustrating for staff as well. Advisory groups have been in place, a new handbook will better define the grading, retesting process and homework policies. Homework and test/quiz grades can now be entered into gradebook and viewed by parents. Honor Roll can now be calculated and produced each semester. Progress Reports are comment driven, she asked that if comments are missing to be please notify the teacher.

Discussion continued with other parents commenting on their experience and showing evidence of their concern. Mr. Lind stated that work will continue and will be presented at the next School Committee Meeting.

IV. Old Business

A. FY 17 Budget Update

Mr. Avlas stated the final budget was approved at the state level. Highlights include:

*Chapter 70 increase of \$116 million statewide (2.6%) Webster's increase was 8.4% (\$933,515

*SPED Circuit Breaker had an increase of 2%

*the largest cut to K-12 grant programs was the K-Grant being eliminated. This equaled \$59,000 in FY16 and was not in the FY17 budget.

V. New Business

A. Approval of Memorandum of Agreement for Bartlett High School Extra Curricular Activity

Mr. Hurton recused himself from this agenda item

Mr. Lind is requesting the following changes to the contractual extra-curricular activity advisors. The Webster Education Association is in agreement with these changes.

1. Add a Technology Club Advisor. Funds for this will come from the elimination of one of the Senior Class Advisors(\$1,944.00)
2. Add a Diversity Tribe Club Advisor. Funds for this will come from ½ of the Web Master Stipend. This position has typically been split between 2 BHS staff members. There would still be one remaining staff member to fulfill this position. (\$1,088.00)
3. Add a Volleyball coach. This is needed to comply with the Title 9 audit. This would be funded from money received in a grant.

It was noted that the stipend amount on the Memorandum of Agreement was incorrect for the Diversity Tribe Club Advisor. It is listed as \$1,038.00 and should be \$1,088.

Mrs. Millett and Mrs. Jeffers explained how stipends are derived and gave their support of these new positions.

Motion: To Approve the memorandum of Agreement adding the Extra Curricular and coaching stipends with the following amendment to change the Diversity Club Advisor stipend to \$1,088.00

The motion was made by Member Makara

The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

3 members having voted in the affirmative

 members having voted in the negative

1 members having abstained (Member Hurton)

The motion: X passed
 Failed

B. Approval of Memorandum of Agreement for Park Avenue Elementary Library Paraprofessional

As was agreed last year, the Webster Educators Association and the Webster Instructional Assistant Association agree on the MOA for the position of Park Avenue Elementary School Librarian to be filled by an instructional assistant for the next school year.

Motion: To approve the Instructional Assistant Association Memorandum of Agreement 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

 members having voted in the negative

 members having abstained

The motion: X passed
 Failed

Motion: To approve Webster Educators Association Memorandum of Agreement as presented

The motion was made by Member Makara

The motion was seconded by Member Gorski-Strong

The following roll call vote was taken:

 3 members having voted in the affirmative

 members having voted in the negative

 1 members having abstained (member Hurton)

The motion: X passed
 Failed

C. Approval of out of district tuition

Webster Public Schools has entered into a tuition agreement with Millbury Public Schools for a student. Millbury Public Schools does not participate in the School Choice program. The total tuition cost is \$14,989.37

Motion: To approve the Tuition Agreement with Millbury Public Schools

The motion was made by Member Makara

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

D. Approval of Substitute Handbook

The Webster Public School substitute Handbook has been updated and revised for the 2016-2017 school year. Included in packet are the changes made

Motion: To approve the Webster Public School 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
 members having voted in the negative
 members having abstained

The motion: X passed
 Failed

E. Approval of Employee Handbook

Similar to the Substitute Handbook, dates and names have been updated for the 2016-2017 Employee Handbook

Motion: To approve the Webster Public School Employee handbook as presented for FY17

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

The following roll call vote was taken:

 3 members having voted in the affirmative
 members having voted in the negative
 1 members having abstained (Member Hurton)

The motion: X passed
 Failed

F. Approval of Bartlett High School Student Handbook

Mr. Knowlton said the faculty met in June to begin the update of the Bartlett High School Handbook. He reviewed the changes / updates. One Page 29 changes in attendance policy was reviewed. The packet includes the handbook with all changes highlighted.

Member Hurton questioned page 38 - #3 & 4 making the suggestion that parents and student athletes are notified of the expectations and have a practice and game schedule prior to the season. Mr. Knowlton suggested adding a new #4; At the beginning of each season, coaches will provide to the team members and parents written documentation regarding expectations, teams rules and regulations, practice and game schedule, and other pertinent information.

Motion: To approve the Bartlett High School Student Handbook with the amendment to page 38 as discussed

The motion was made by Member Hurton

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

G. Approval of Webster Middle School Student Handbook

Mrs. Lundwall outlined the changes to the Webster Middle School Student Handbook. Some changes mirror BHS Handbooks for continuum. A list of the changes is included in the packet

Motion: To approve the Webster Middle School Student Handbook as presented

The motion was made by Member Hurton

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

H. Approval of Park Avenue Elementary School Handbook

This item has been tabled until the next meeting

I. Approval of changes in staffing assignments

Mr. Lind included an outline of needs in staffing as identified by the administrative team. The with suggest re-assignment of Webster Middle School Health / PE it is suggested an MOA for one year to have a PE paraprofessional. Mrs. Millette stated WEA will not approve the PE MOA as this is a teaching positions, students are graded and must have a teacher assigned.

Clarification on the WMS Art position was given.

Member Hurton asked if there were savings in the superintendent salary line item to give WMS after school athletic back. Mr. Avlas said there are some salary savings, but due to compliance we will be needing to hire 3 new paraprofessionals.

Motion: To approve the staffing recommendations are presented this evening

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

J. First Reading Policy IHAMB – Teaching about Alcohol, Tobacco and Drugs

The policy is related to the new M.G.L. recently enacted Opioid Bill. This is an MASC recommended policy. Each public school must have a policy regarding substance use prevention and education of its students about the dangers of substance abuse. The new law states the policy must be in place for the start of school, with our three readings the final will be 9/13/16, but our attorney assured us that since we are progressing it will be acceptable.

K. First Reading Policy JICH – Alcohol, Tobacco and Drug Use by Students Prohibited.

Same as previous new policy

II. Call to Order: Move into Executive Session in Accordance with MGL Chapter 30A, S21(a) to discuss strategy with respect to collective bargaining or litigation and to reconvene in Open Session

Motion: To Move into Executive Session in Accordance with MGL Chapter 30A, S21(a) to discuss strategy with respect to collective bargaining or litigation and to reconvene in Open Session

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: To return to public session immediately following executive session

The motion was made by Member

The motion was seconded by Member

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

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

Mr. Avlas said this must be amended as the School Committee has a maximum allowed amount of \$10,000 for WMS. Asking for approval of \$7,675.50

Motion: Move to approve the \$7,675.50 transfer from Webster Middle School Student Activity savings 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 approve the \$3,381.94 transfer from Park Avenue Elementary School Student Activity savings to checking account

The motion was made by Member Hurton

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

Motion: Move to adjourn the meeting at 10:25 PM

The motion was made by Member Gorski-Strong

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

Documents used during this meeting include:

- June 21, 2016 Minutes
- Superintendent Goals
- Parent concerns in regards to Webster Middle School Standard Based Report card along with a report card sample
- MOA – WEA extra curricular activities and volley ball coach
- MOA – WEA releasing PAE Librarian
- MOA – IA accepting PAE Librarian
- 2016-2017 WPS Substitute Handbook
- 2016-2017 WPS Employee Handbook
- 2016-2017 Bartlett High School Handbook
- 2016-2017 Webster Middle School Handbook
- Proposed staffing changes recommendations
- Policy IHAMB – First Reading
- Policy JICH – First Reading
- WMS Transfer

➤ PAE Transfer