

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, July 25, 2017

Date: July 25, 2017

Time: 6:30 PM

Location: Park Avenue Elementary School Library

The meeting was called to order by: Chairman Hurton

The following Committee Members were present

- o Member Napierata
- o Member Seddiki

The following Committee Members were absent:

- o Member Chenevert
- o Member Makara

The following Committee Members participated via Remote Participation

Chairman Hurton publically offered condolences for the passing of Detective Johnson. She was a friend and colleague of Webster Public Schools, a true loss. A moment of silence was held

Mr. Avlas will be filling in for Mr. Lind while he is on vacation

I. Call to Order: Approval of June 27, 2017 Minutes

Motion: To approve June 27, 2017 Minutes

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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

Chairman Hurton Welcomed Mrs. Goguen for her first School Committee meeting.

II. Superintendent's Report

A. Superintendent Update – Mrs. Goguen briefly outlined her first couple of weeks in the District

1. Entry Plan – An entry plan was presented giving Mrs. Goguen's goals, action steps, and core values. There is an Administrative Summit planned in the middle of August to continue implementing her entry plan.

B. Assistant to the Superintendent for Business' Report

- o Park Avenue Elementary Building Update - A new attorney has been assigned. Met with Christopher Petrini from the Petrini & Associates Law firm.
- o Administrative Reno Update – Procuring supplies and materials for BayPath to work with when they return in the fall
- o Library Building Committee – There is an important Special Town Meeting, Monday July 31st. Updates on the project will be given
- o Town Charter Review – Finalizing the proposed new charter. A Public Hearing will be held soon, date TBD.

Mr. Avlas stated that the final FY16 Budget Audit went well. Two findings were given:

1. Clerical error in the transportation line
2. Reporting of Adult Education – still unclear if we are to report or not. Working to get correct info

FY17 Audit going well – will report at next meeting, will report at next meeting

FY18 Budget was signed by the Governor. The Cherry Sheet with estimated figures was presented (included in packet).

Mr. Avlas said that to date 7 students have enrolled in the new Sturbridge Village Charter School

C. District Wide Reports / Correspondence

1. Personnel Update - Mrs. Goguen gave an update on new hires. There are still 12 open positions to be filled

a. Introduction of Ginger Coleman – Park Avenue Elementary Principal – A brief bio was given, Mrs. Coleman comes with 19 years of experience. Mrs. Coleman thanked the SC Members and said she is excited with the work and looking forward to the students return.

b. Introduction of Michael Zajac – Webster Middle School Principal – A brief bio was given, Mr. Zajac has over 25 years of experience. Mr. Zajac stated that the transition is going well, working with great team.

III. Old Business

A. Appoint Warrant Designee – Mr. Hurton explained that per Massachusetts Municipal Modernization Law, the School Committee is permitted to designate one or more of its members to review and approve bills or payment warrants. This would mostly be used during the summer months where there is only one meeting per month. Mr. Hurton is recommending himself with Mr. Makara as backup

Motion: To appoint David Hurton as Warrant Designee and Michael Makara as backup designee

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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. FY18 Budget Update – Mr. Avlas gave this report earlier in the meeting

IV. New Business

A. Acceptance of \$17,000.00 from Janet Malser Humanities Trust Grant – Peter Carney submitted a request for a grant to support the Show Choir. He received \$17,000 from the Janet Malser Humanities Trust

Motion: To accept \$17,000.00 from Janet Malser Humanities Trust Grant

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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. Acceptance of \$2,000.00 from Big Lots, Inc. – Carolyn Wallace connected with Big Lots, Inc. during their opening of a new store in Webster. Park Avenue Elementary received a donation of \$2,000 that will be used to enhance the playground equipment

Motion: To accept \$2,000.00 from Big Lots, Inc.

The motion was made by Member Seddiki
The motion was seconded by Member Napierata
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

Mr. Hurton thanked Big Lots and welcomed them as a new community member

C. Approval of Substitute Handbook – The only updates to the handbook are personnel name changes.

Motion: To approve Substitute Handbook

The motion was made by Member Seddiki
The motion was seconded by Member Napierata
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

D. Food Services FY17 Report – A PowerPoint presentation showing some new menu items, with appealing presentation was given. Ms. Nylen, Food Services Director, said the focus is on fresh and scratch food. Ms. Nylen has been purchasing much fresh fruits and vegetables. She taught a Cooking Matters class to Webster Middle School families and also to Adult Education students.

Ms. Nylen also gave an update to the Breakfast in the Classroom program. She is working on launching a District Wellness Committee.

Mrs. Pierangeli said the increase in quality will increase the participation. She explained that FY15 was the last year families had to complete Free & Reduced Forms. In FY16, the first year using CEP, we have worked hard to validate the direct certified numbers which increase our reimbursable amounts.

E. Revolving Fund FY17 Report – A financial status report for FY17 Revolving Fund was presented (included in packet). The School Lunch has not been closed out yet. The Before & After Care program now uses grant funds allowing a surplus in this account. Mrs. Avlas stated it is good to keep a surplus in the event we no longer receive grant funding. The preschool previously was a fee based program, now it is funded in the foundation budget. Money in this fund will assist in this year's summer program.

F. Appoint designee to Southern Worcester County Educational Collaborative – As outlined in MGL Ch. 40, Section 4E, School Committees must annually appoint a designee to service on the education collaborative boards. In the past the superintendent has been the designee

Motion: To appoint Mrs. Goguen as designee to Southern Worcester County Educational Collaborative

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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

G. Appoint designee to Central Massachusetts Collaborative – same as above

Motion: To appoint Mrs. Goguen as designee to Central Massachusetts Collaborative

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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

V. 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 transfer \$8,048.56 from the Webster Middle School Student Activity savings to checking account.

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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, Adjournment

Motion: To adjourn the meeting at 7:35 PM

The motion was made by Member Seddiki

The motion was seconded by Member Napierata

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,

Jori A. Glennon

Documents used during this meeting include:

➤ July 25, 2017 Minutes

- Superintendent Goguen's Entry Plan
- FY18 Cherry Sheet
- Janet Malser Humanities Trust Grant
- Big Lots \$2,000 donation
- Substitute Handbook
- MGL regarding education collaborative designee
- Food Services Power Point
- FY17 Revolving Account Report
- Webster Middle School Transfer request