

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

Date: November 14, 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 Chenevert
- o Member Napierata
- o Member Seddiki
- o Member Makara

The following Committee Members were absent:

**I. Call to Order: Approval of October 24, 2017 Minutes**

**Motion: To Approve October 24, 2017 Minutes \*amend to reflect Member Makara's absence**

The motion was made by Member Chenevert

The motion was seconded by Member Seddiki

The following roll call vote was taken:

4 members having voted in the affirmative

   members having voted in the negative

1 members having abstained (Member Makara)

The motion: X Passed

   Failed

**Motion: To Approve but not release October 24, 2017 Executive Session 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

2 members having abstained (Member Makara & Chairman Hurton)

The motion: X Passed

   Failed

**Motion: To Approve but not release September 12, 2017 Executive Session Minutes**

The motion was made by Member Chenevert

The motion was seconded by Member Seddiki

The following roll call vote was taken:

4 members having voted in the affirmative

   members having voted in the negative

1 members having abstained (Member Makara)

The motion: X Passed

   Failed

## **II Superintendent's Report**

### **A. Superintendent Update / District Wide Reports / Correspondence**

Mrs. Goguen is not present this evening – Mr. Avlas will present

#### **1. Recipients of John and Abigail Adams Scholarship**

Mr. Avlas read the names of the Class of 2018 recipients of the John and Abigail Adams Scholarship. Congratulations to all. For the first time there was a reception with families to present the award letter.

#### **2. PAE Turnaround Plan**

The Turnaround Plan has been submitted, Congratulations to Ginger Coleman, Janice Daniels and the teacher reps that reviewed documents. Mrs. Daniels reviewed more specifics of the plan that was submitted. If approved we apply for the Turnaround grant

#### **3. WMS / DSAC**

The Webster Middle School Administrative Team, district Leadership Team and Teachers met with the DSAC team to begin to analyze the data from the AIR site visit. This work will continue with looking at root causes and progress to create action plans.

### **B. Principal Report –Michael Zajac, Webster Middle School**

- Successful Webster Middle School Fall Sports – Winter Sports had over 40 student's try-out. Teams have been chosen.
- New Cheerleading Club – 37 students signed up
- Report Cards – Mr. Zajac met with every classroom explaining the new report cards. Also sent letter home to parents and held an informational meeting (evening). Mr. Dyson and Mr. Way created a report card using Google Slides for this year – would like to comment them for their hard work
- Book Fair being held this week
- PBIS up and running, 8 teacher have been trained, they will now train the rest of the staff
- Parent – Teacher Conferences this Wednesday and Thursday. First time ever conferences booked on-line. This expedited the process, confirmation email sent. Families without computers were able to sign up the week prior
- There are a number of new after school clubs running

Member Napierata questioned if there are intermural or other programs for all the students that didn't make teams. Mr. Zajac said the challenge is no available gym time

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

#### **1. Administration Renovation Project Update**

- Project is progressing, Bay Path has been working on drop ceiling, lighting, restrooms.
- Heating partially complete
- Alarms set up
- Doors and hardware ordered, expected deliver of 12/1
- Floors / carpeting will be ordered soon
- Furniture – local business has donated, next week will go to see what ther is
- Hoping to move over holiday break
- Will have a budget update at next meeting

## 2. Town Charter Review Committee Update

- Presented at October 30, 2017 Special Town Meeting, was well received. A few amendments made
- Final document will go on May town Election – ballot question

## IV. Student Update: Lays Napoli

- First quarter came to a close last week. Report cards were mailed home.
- November 8<sup>th</sup> – FAFSA Goal Night was held for Bartlett and other local students.
- Parent Teacher conferences will be held on November 15<sup>th</sup> & 16<sup>th</sup>
- MCAS makes were held
- Sports update was given
- Wizard of Oz performance is November 17 & 18

## V. Old Business

### A. Monthly Fundraising Report

Included in packet are the approved fundraisers for the past month.

## VI. New Business

### A. FY17 Final Budget Report

Mr. Avlas stated that the FY17 Final Budget was submitted to the Department of Elementary and Secondary Education. Mrs. Pierangeli presented the process of how budgets are closed out including the process to close out grants. A review of other financial reports was given (included in packet)

The Committee thanked Mrs. Pierangeli for her detailed explanation of the financial reports. Chairman Hurton questioned the bottom line of School Choice, Mrs. Pierangeli said actual expenditures for School Choice were \$59,497.25. Additional information regarding the Circuit Breaker account was given with actual expenditures of \$642,148.00

### B. Acceptance of the Southern Worcester County Educational Collaborative FY18 First Quarter Report

In fulfillment of the Collaborative Regulations, 603CMR 50.00, the Quarter 1 report from Southern Worcester County Educational Collaborative was presented

#### Motion: To accept the Southern Worcester County Educational Collaborative FY18 First Quarter Report as presented

The motion was made by Member Seddiki

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

Chairman Hurton recused himself from this agenda item

C. Appoint School Committee member to the Webster Educators' Association Contract Negotiations

Member Makara reviewed past practice; typically there are 3-5 meetings, approx. 2 hours in length. Member Seddiki volunteered.

Motion: To appoint Member Seddiki as the School Committee representative for the Webster Educators' Association Contract Negotiations

The motion was made by Member Chenevert

The motion was seconded by Member Napierata

The following roll call vote was taken:

4 members having voted in the affirmative

   members having voted in the negative

1 members having abstained (Chairman Hurton)

The motion:   X   passed

       Failed

D. Acceptance of donation (Mantis composter) from Mrs. Diane Mandile

Mrs. Diane Mandile is donating a sued Mantis double barrel composter. This will be used by the Webster Middle School science department until Ms. Ellen Nylen, food Service Director, starts the school garden.

Motion: To accept the donation (Mantis composter) from Mrs. Diane Mandile

The motion was made by Member Makara

The motion was seconded by Member Seddidi

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

Chairman Hurton recused himself from the following agenda item

E. Approval of Memorandum of Agreement – Webster Educators Assoc. – Grade Level Coordinator

Mr. Avlas explained that as part of the Turnaround Plan for Park Avenue Elementary, adding Grade Level Coordinators would ensure two way communication and will ensure teachers are part of the improvement strategies. This MOA is very similar to the one approved earlier this year for Webster Middle School

Webster Educators' Association has had the opportunity to review / agree to this yet as they were unable to attend this evening's meeting. If there are any changes we would bring the MOA back to the Committee. This is contingent on receipt of Federal funds from the Department of Elementary and Secondary Education.

Motion: To approve of Memorandum of Agreement–Webster Educators Assoc.–Grade Level Coordinator as presented.

The motion was made by Member Chenevert

The motion was seconded by Member Seddiki

The following roll call vote was taken:

  4   members having voted in the affirmative

   members having voted in the negative

  1   members having abstained (Chairman Hurton)

The motion:   X   passed

       Failed

F. Approval of 1.0 FTE ELL Teacher Position and Personnel Update

Mrs. Baris explained the increase of ELL population has grown since the start of school. to be in compliance and service all the students we need to ass a 1.0FTE ELL Teacher. The impact of students coming from Puerto Rico has impacted this increase need as well.

Motion: To approve 1.0 FTE ELL Teacher Position

The motion was made by Member Seddiki  
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

Mr. Avlas gave an update on open positions; there are 3 SPED positions - retirement from beginning of year, resignation in September and another resignation last week, PAE custodian, ABA at Park Avenue. There are also a few long term substitutes for maternity and medical leaves.

On a personal note, Mr. Avlas formally announced his retirement effective 2/28/2018. He sat with Mrs. Goguen and met with Mr. Hurton to inform them. The reviewed his years and roles in the Webster Public Schools and thanked everyone for the opportunities. School Committee members expressed their gratitude for his years and service and gave him congratulations on his upcoming retirement.

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

A. Approve transfer request from Park Avenue Elementary School Grade 3 Textbook Account to Instructional Technology

This transfer is for the purchase of Lexia, an on-line reading support program

Motion: To approve the \$11,000 transfer request from Park Avenue Elementary School Grade 3 Textbook Account to Instructional Technology

The motion was made by Member Chenevert  
The motion was seconded by Member Seddiki  
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 transfer from Park Avenue Elementary School Student Activity Account

A request to transfer \$872.33 from the Park Avenue Elementary School Students Activity Savings account at Webster Five Cent Savings Bank to the Student Activity Checking account at Webster First Federal Credit Union in order to pay bills associated with student activities

Motion: To approve the transfer \$872.33 from Park Avenue Elementary School Student Activity Account

The motion was made by Member Chenevert

The motion was seconded by Member Seddiki

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 transfer from Webster Middle School Student Activity Account

A request to transfer \$3,849.35 from the Webster Middle School Students Activity Savings account at Webster Five Cent Savings Bank to the Student Activity Checking account at Webster First Federal Credit Union in order to pay bills associated with student activities

Motion: To approve the \$3,849.35 transfer from Webster Middle School Student Activity Account

The motion was made by Member Makara

The motion was seconded by Member Seddiki

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

### VIII. Adjournment

Motion: To adjourn the meeting at 8:10 PM

The motion was made by Member Chenevert

The motion was seconded by Member Seddiki

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 A. Glennon

Documents used during this meeting include:

- October 24, 2017 Minutes
- October 24, 2017 Executive Session Minutes
- September 12, 2017 Minutes
- List of John and Abigail Adams Scholarship recipients
- Fundraising applications received from 10-11-2017 to 11-10-2017
- FY17 MUNIS year to date budget report
- FY17 Expenditure Summary Report
- FY17 Net School Spending Report
- Southern Worcester County Educational Collaborative FY18 First Quarter Report
- WEA letter requesting to begin negotiations
- Compost donation letter
- Memorandum of Agreement - WEA – Park Avenue Grade Level Coordinators
- Transfer request from Park Avenue Elementary
- Student Activity transfer request from Park Avenue Elementary School
- Student Activity transfer request from Webster Middle School