

WEBSTER PUBLIC SCHOOLS
WEBSTER SCHOOL COMMITTEE
OPEN SESSION MINUTES (M.G.L. C.39) OF Tuesday, April 13, 2021

Date: April 31, 2021

Time: 6:00 PM

Location: Remote ZOOM

The meeting was called to order by: Chair Seddiki

The following Committee Members were present

- Member Millet
- Member Blythe
- Member Napierata
- Member Adamopoulos

The following Committee Members were absent:

Chair Seddiki stated as a reminder the changes in Open Meeting Law issued, just over a year ago, by Governor Baker on March 12, 2020 given the COVID19 outbreak and the Executive Order modifying Open Meetings. The meeting is posted on the district website with the zoom link allowing the public to join in the meeting. As another reminder this meeting is being recorded both audio and video and will be posted on the district website.

I. Call to Order:

II. Approval of March 23, 2021 Minutes

Motion: To approve March 23, 2021 Minutes

The motion was made by Member Napierata

The motion was seconded by Member Blythe

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

III. Superintendent's Report

A. Superintendent Update/ District Wide Reports / Correspondence

1. Personnel Updates

New Hires:

Tracy Sabotka – Adjustment Counselor at WMS

Shannon Pringle – PAE Food Service Worker

Colleen Savic – WMS Paraprofessional

Resignation:

Lynn Bent – Administrative Assistant in the Special Education Department

Contract Renewals:

Robin Parmley – PAE Principal, extension for 3 year contract
Patricia Mackay – Director of Title I, ELL Grants, extension for 3 year contract
Terri Gillardi – Adult Education position change to Program Evaluator
Gina Nieves as Assistant Principal at Bartlett High School

2. Return to in person learning Update

Shout out to PAE Staff. Return to 5 days a week of in-person learning was a smooth transition. A lot of work went into preparing for the return. All of our well-established safety protocols are still in place. It's been great seeing our students eyes sparkle behind their masks and watching their true excitement to be back in classrooms 3 feet apart from their peers!

Preparing for WMS & BHS slated to return to in-person learning April 28th. Currently Bartlett and Webster Middle school has 31% remote and when they return BHS will have 41% and WMS will have 35% of their students remote. PAE has 18% of their students remote. We will continue with ½ day Fridays , starting May 14th they will be full days of in-person learning (across the district). Enrollment data included in the packet

Member Adamopoulos asked if we are seeing similar cases as other districts that have returned. Dr. Goguen said there seems to be a backlog of reporting from the state. We are continuing to follow our protocols, although we have seen an increase in numbers at PAE. Important to know that with the 3ft distancing the close contacts may increase – we will continue to track and share with you.

Covid Dashboards are in your packet.

6 cases week of 3/30

6 cases week of 4/6

Like many communities, we are seeing an increase in student cases.

3. Professional Development/Curriculum/Instruction Update

Dr. Goguen and Dr. Mackay gave a presentation on the “Snapshot of Professional Development”.

With the Director of Curriculum and Instruction out on a leave, I have been working with Principals, Director of Title 1 and Student Services on professional development, analyzing data, and curriculum and instruction.

1. As a part of the Turnaround grants – WMS and BHS have been working with Ribas consultant on tier 1 instructional strategies that promote student engagement and high level thinking. Consultant Elayne Gumlaw of Ribas worked with WMS and BHS ILT members on a Train the Trainer model.
2. Working with Noel Foy on addressing the transition back to school for middle and high school. She recently facilitated grade level workshops for our students. The focus was opening up the discussion around anxiety and stress. Our teachers and counselors were also part of these workshops so they can build off of it in future days. Noel Foy has also produced a parent/guardian workshop that we will be pushing out to our families to support our students as they transition back to school.
3. Working with Melissa Rice DESE/ Keys to Literacy Consultant, Kristen Dalphond and Donna Healy from Mc-Graw Hill on a Literacy K-5 Reset as students return to the classroom for in-person learning.

Dr, Mackay said the data from this year is showing us we have a lot of work to do. The consultants are helping us push forward with the challenges in a safe and supportive way.

4. Educational Visioning Plan Update

The first draft of the Educational Visioning Plan is being submitted to MSBA on April 16th . A draft is included in the SC packet, the final draft with the drawings from Flansburg will be shared once it is complete.

The draft highlighted on creating community hubs in the school, innovative pathway hub, auditorium, caf and gym hub for school and community use, and adult, family liaison, family resources hub.

B. Business Manager Report

1. School Building Committee Update

Mrs. Pierangeli said there was a meeting April 1st with the preliminary review of the Educational Visioning Plan. Another meeting will be held this Thursday to have a final review and get approval to submit to MSBA. We are submitting 5 options i.e. new building, minor repair, and intensive renovations. This is the preliminary submission. MSBA will come back with feedback. Then we regroup and continue to work on the plan for final submission in August.

2. End of Year Audit Report

Completed with no findings

3. Food Services Update

Food Service Department has been very active in the past year. Went from totally remote, to having only cohort C to now being almost full service for breakfast and lunch along with food pickup for remote families. We have changed the pick up spot for to go meals from Webster Middle School to Park Avenue Elementary School beginning April 27th. Pickup is on Monday switch 5 days of breakfast and lunch.

PAE transition went smoothly – at PAE is all 600 students are served breakfast at once, creative in the space. Some kids are eating in the classroom, some in caf or gym. We are offering bag lunches on the ½ days Fridays.

Shout out to Marci Bugbee has worked in the district for many years - she has stepped in to be the cook at PAE and has done a fantastic job – she will be returning to BHS. Also a Thank You to Ellen Nylen – she has been filling in since we are short staffed as well as her Food Service Director duties. The Food Services finances are being watched carefully. We are using CARES Funds for the food packaging not from the revolving account.

(Business Manager Report to be continued after Public Hearing)

IV. PUBLIC HEARING – FY 22 BUDGET

6:30PM

Dr. Goguen and Mrs. Pierangeli presented a PowerPoint on the FY22 budget (included in packet) Dr. Goguen said it has been an interesting year, but Webster Public Schools have come together. Prior to COVID we were making substantial advantages.

Met with Finance Committee this past Thursday to review the proposed budget. The FY 22 Budget is based on a non-COVID year. It is a 5.14% increase over FY21 . We took a close look at programming and needs. A review of added positions, reductions of positions and redesign of programs was given. Over the course of the past 4 years we have increased funds for curriculum and instruction programs. A slide broke down each grade level enrollment figures with number of classroom and average class size. With the new Bartlett expansion of Educational Pathways the partnerships with Nichols, Quinsigamond, local manufacturing and health and human assistance was reviewed.

Dr. Goguen said it is important to look at the students we service. We have 71% of high needs students compared to the state 51%. Webster's population is comprised of 22% of students with special needs compared to the state 18%

Member Adamopoulos asked if the Town has included the full 5.14% in their budget. Mrs. Pierangeli said no, they have not. We've had multiple meetings and are working collaboratively, it is a work in progress. Member Millet voiced concern over the reconfiguration at WMS, the loss of two positions since we could still have COVID restrictions in the Fall. Ms. Millett said she understands the importance of having counselors but is concerned over the loss of positions. Dr. Goguen said there is not a loss of personnel, there will be some reconfiguration. We have until town Meeting to finalize our budget.

The Public Hearing ended at 7:05 and returned to the general School Committee Meeting

B. Business Manager Report - continued

4. Finance Committee update

On April 8th Dr. Goguen and Mrs. Pierangeli met with Finance Committee to review our Budget. We will be having a joint meeting on Monday, April 26th.

5. FY21 Third Quarter Budget update

Budget included in the packet – we are on track, may have surplus in come line items.

C. Principal Report – Heidi Peterson, Webster Middle School

1. In-person teaching/learning Update

Ms. Peterson said the classrooms can fit 20 students at 3 feet apart. Currently 70% of WMS students are opting to return for in person learning, 5% have not responded yet. Looking forward to student return.

2. Extra Curricular Activities update

Happy to have some after school activities return. We had basketball this winter, we are wrapping up football and cheer, softball and baseball will start up after the April vacation Started Art club, yoga and after school academic assistance.

3. Mindfulness

This is being incorporated into daily activities. On Mondays we have Mindful Mondays, on Wednesday Wellbeing Wednesday – starting the day with 2-4 minutes with a calm activities i.e. Relaxing visualizing, breathing activities. Hoping they can incorporate into their daily routine. Is being incorporated in the classroom in many ways.

4. TSV Report

On March 30th we had the Annual Targeted Site Visit – virtually. They visited 11 classrooms focusing on math and English. The focus was on three areas; emotional support, classroom organization and instructional support. Received preliminary report. Pleased that we've seen growth in the area of classroom organization even in the COVID remote / hybrid setting.

VI. Student Update – Vivian Poplawski

- Sports update given
- DECA is selling Senior sweatshirt designs – cash orders due in the Main Office by April 14th
- Medical Careers Club had their first meeting April 7th
- Counselors have begun Counselor & Classmate Connection Group after school from 2:15 – 2:45
- Classes 2022, 2023 and 2024 have elected their student government and student council members

V. Old Business

A. Monthly Fundraising Update

Reminder the School committee does not approve fundraisers, but review on a monthly basis. This month the Webster Music Boosters are having a grab and Go flower from Bemis Farms.

VI. New Business

A. School Choice Discussion and Vote

Dr. Goguen said every year we must vote on continuing with School Choice. Have included projections for next year enrollment. We have shown cap at each school. Would like to keep Oct 1st as a cut off for applications. Would have openings in grades 8-12.

Motion: To approve School Choice for the 2021-2022 school year as presented

The motion was made by Member Adamopoulos

The motion was seconded by Member Blythe

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. Approval of Bartlett High School Program of Studies

Mr. Thomas and Ms. Nieves presented the 2021-2022 Program of Studies. There was a listing of all the changes. There were changes in the credit recover program. This would be applicable for students that initiate a second chance if they didn't do well on a project or test. Majority of changes were formatting, wordsmithing. Mrs. Nieves said the biggest changes were adding the pathways courses.

Had a meeting with students about the classes and electives. Students and parents will have next week to review. After vacation will have a day for students to meet with teachers with any questions along with teacher recommendations. Friday after vacation they must submit their course selection. Parents have been notified of the process.

Motion: To approve the 2021-2022 Bartlett High School Program of Studies as presented

The motion was made by Member Blythe

The motion was seconded by Member Napierata

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 Job Description – Adult Education Program Evaluator

Dr. Goguen said this is to update the job specifically designed for Mrs. Gillardi to assist the interim director

D. Approval of Job Description – Special Education School Year Administrative Assistant

Dr. Goguen said it has been a while since we have updated this position and since we are posting it is timing for an update

Motion: To approve BOTH Adult Education Program Evaluator and Special Education School year Administrative Assistant Job Descriptions as presented

The motion was made by Member Adamopoulos

The motion was seconded by Member Blythe

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. Acceptance of Easter Meals and food boxes from TMD Small Business Group, Black Tavern Historical Society and The First Congregational Church of Dudley.

Dr. Goguen said we are appreciative of community members that dropped off 6 – 7 Easter Meals for families along with gift cards. We'd thank them publically

Motion: To accept the Easter Meals and food boxes from TMD Small Business Group, Black Tavern Historical Society and The First Congregational Church of Dudley

The motion was made by Member Blythe

The motion was seconded by Member Millet

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

VI. Review / Transfer / Signing of Bills, Payrolls and Vouchers:

There were no questions

X. Adjournment

Motion: To adjourn the meeting at 7:58 PM

The motion was made by Member Blythe

The motion was seconded by Member Adamopoulos

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 Marrazzo

Documents included in the packet:

- 3-23-2021 Minutes
- Current Enrollment cohort Breakdown
- Snapshot of Recent Professional Development
- COVID Dashboard
- Professional Development grids
- Educational Program Vision for BHS
- DESE Guidance for school events
- FY20 End of Year Report
- FY21 Quarter 3 Budget update
- FY22 Budget PowerPoint Presentation
- Fundraising Application - Webster Music Boosters – Grab & Go Flower projects
- School choice Enrollment Projection
- 2021-2022 BHs Program of Studies
- Job Description – Program Evaluator – Adult Education
- Job Description – Special Education School Year Administrative Assistant
- Warrant