

**BROOKLINE SCHOOL BOARD**  
**AUGUST 22, 2018**  
**MEETING MINUTES**

A regular meeting of the Brookline School Board was conducted on Wednesday, August 22, 2018 at 6:50 p.m. at the Captain Samuel Douglass Academy.

Matthew Maguire, Chairman, presided:

Members of the Board Present:            Kenneth Haag, Vice Chairman  
   Alison Marsano, Secretary  
   Rebecca Howie  
   Erin Sarris

Members of the Board Absent:

Also in Attendance:                        Andrew Corey, Superintendent  
   Gina Bergskaug, Assistant Superintendent  
   Kristen Maher, Assistant Business Administrator  
   Dennis Dobe, Principal, Captain Samuel Douglass Academy  
   Daniel Molinari, Principal, Richard Maghakian Memorial School  
   Jennifer Ball, Special Education Administrator

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AGENDA ADJUSTMENTS - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey welcomed Jennifer Ball, Special Education Administrator, to the District.

The meeting schedule for the Regional Services and Educational Center (RSEC) Board of Directors should be provided shortly and will be shared with the Board Liaisons.

Superintendent Corey spoke of a resignation in Occupational Therapy. Amy Rowe, Director, Student Services, and Jennifer Ball are working on that, and are hopeful they will have someone in place in the near future either through a contracted service or an individual.

There are a few employees looking at retirement. They have started submitting paperwork. The information will be provided the Board at its September meeting.

PUBLIC INPUT - None

PRINCIPALS' REPORT

- Summer Update

Principal Molinari highlighted information contained in the Principals' Report provided with the [agenda](#).

The Kindergarten Steering Committee met on June 19<sup>th</sup> to discuss the roles and responsibilities of the committee and the direction in regard to a Warrant for full-day Kindergarten. The next meeting is scheduled for

September 4<sup>th</sup>. Data sheets were sent to all Principals in the State to record whether they have full-day or half-day kindergarten. Next steps will be identified.

- Organizational Chart

Principal Molinari noted they continue to work towards finalizing hires. The District entered the summer fully staffed. There have been some resignations. At the Richard Maghakian Memorial School (RMMS) they are trying to fill five (5) para-professional positions. One has been filled and three additional have been moved forward to the SAU to finalize approval. They were able to secure a Reading Specialist and are working towards finalizing that.

Principal Dobe spoke of the addition of Jennifer Ball commenting she is a fantastic compliment to the Administrative team. He noted Nicole Palmer, 5<sup>th</sup> Grade Teacher, Captain Samuel Douglass Academy (CSDA), will hold a Meet & Greet for her 5<sup>th</sup> grade class next Wednesday from 2:00 - 3:00 p.m. The 4<sup>th</sup> grade teachers will also hold Meet & Greets on Wednesday from 2:00 - 3:00 p.m.

Principal Dobe thanked the Custodians for all of their hard work.

Chairman Maguire spoke of the five (5) para-professional positions questioning whether the loss is outside of the norm. Principal Molinari stated a lot of the movement he has seen is because they are finding jobs closer to home and are looking for other opportunities. Three of the Para-professionals moved from the school. One was coming from CSDA for the coming year and resigned, another is being hired because of a need coming into the District. They truly only lost 3 out of the 5 positions.

Principal Dobe commented on having had 3 para-professionals leave. One moved out of the region at the end of the school year and another moved late in the summer. Another had her Husband retire, and she wanted to be able to have the freedom to spend time and do the things they have been looking forward to doing. She has asked to be placed on the substitute list.

Superintendent Corey commented it is a struggle with all hourly employees across the SAU whether it be a custodian, food service worker, para-professional, etc. The economy is doing well; there are much more competitive opportunities in terms of pay, some are looking to go full-time, etc.

Principal Molinari commented they have been interviewing all month. They have held 2-3 interviews with 7 applicants. They would offer positions, have them accepted, start moving forward just to learn the individual accepted a position elsewhere, e.g., another para position, teaching position, a position providing benefits, higher pay, insurance buyout, etc.

Ms. Sarris asked for clarification and was informed a Speech Pathologist position was vacated in early August, and that position has been filled through contracted services. The Occupational Therapist position was a recent development. The individual will be with the District until a replacement can be secured.

Principal Molinari stated an updated Staff Directory could be provided at the September meeting.

## DISCUSSION

- Summer Update

Superintendent Corey thanked Principals Dobe and Molinari and Jennifer Ball commenting the buildings look the way they do because of their attention to detail. He or the Assistant Superintendent visit a building every Monday and receive an update on activities occurring. At the SAU they are constantly aware if something hasn't come in or a contractor is delayed. This year that is one of the things that has been more difficult. With major projects occurring at the High School and Middle School, an enormous building renovation at Hollis Primary School (HPS), and the normal business, the typical electricians, plumbers, and those types of individuals have been stretched to their limits and done fantastic work.

There are a few projects being done with security grants. The District is working with Dave Ealey, Architect, because many of the issues being addressed involve code, structural issues, etc. Mr. Ealey's work is in the planning stages. The projects are expected to move forward and be done in the end of calendar year/February vacation time period.

Superintendent Corey expressed the desire to publicly thank the 6 Custodians. Our Custodians are not just custodians, they are someone known by all of the children. They are another mentor, support person, trusted adult. At RMMS, James Beach, Anna Dube, and Joseph Dube and at CSDA, Dawna Bosquet, Andrew Dubray, and Wayne Gauthier, have just done outstanding work. They do that year in/year out, day in/day out. Having a team of 6 that have been in place for some time, has really added to what we can do to the building.

Staff is returning. Most have been in and set up their rooms. A number were new to the District and are attending the New Hire Orientation, which is run by a team of Teachers, Administrators, and SAU staff. He thanked Gina Bergskaug, Assistant Superintendent, Kelly Seeley, Business Administrator, and Carrier Marsh, Human Resource Coordinator. They do the brunt of the work behind the scenes. Our team of Teachers organize the lunches, all activities, etc. It is done as one entity across the SAU to further promote the culture of educate one child.

The District is off and running with all staff next Monday. The Superintendent's Address will be on Monday, August 27<sup>th</sup> at the High School Auditorium beginning with coffee and donuts at 8:00 a.m.

Over the summer, the District undergoes its annual audits. The SAU is audited as well as each of the three districts. The Business Office, for approximately 3 weeks, does nothing but respond to the Auditors who take over the conference room. He commented on having the opportunity to sit with them the previous week. They had a number of areas where they were very complimentary. They really appreciated Ms. Seeley and her staff's efforts to have all the material ready. Kristen Maher, Assistant Business Administrator, was able to create a Google document that allowed the SAU to scan everything in, which made it very easy for the Auditors to find everything. He is not aware of anything that stood out. When received, the full report will be shared with the Chairman who will determine when it should be placed on an agenda.

## Transportation

Superintendent Corey commented on incorrect times that were sent out. The times will be updated, and the new routes identified. Hollis Transportation is doing their utmost to try to assist the District in getting all of that information out and getting their drivers trained. It is hoped they will start the year with a full fleet of drivers.

## Budget

The 2020 budget is underway. The Assistant Superintendent, Business Administrator, and Principals have conducted round 1 of those efforts.

- Administrative Retreat - Update

Superintendent Corey stated on June 18<sup>th</sup> they came together as a leadership team across the SAU and began discussing the goals and objectives based on the SAU Strategic Plan. The format Assistant Superintendent Bergskaug outlined, having four major target areas, has been followed. The Principals have now aligned their plans to that Strategic Plan. When the Principals present to the Board in late September, the Board will be able to see not only how it represents what is being done in Brookline, but how that comes into play in preparing us at the COOP level and at the SAU.

This year, the Retreat was offsite, and went very well. One of the areas the SAU is working on is critical questioning so that we can, as colleagues, look at each other's work and really ask those difficult questions in a way that is non-threatening so that we obtain growth. That has been a process, over three years, that has been overseen by Assistant Superintendent Bergskaug. He stated how pleased he was with the level of discussions they had between districts, and really forcing them to understand what their goals meant and what they were trying to accomplish. It resulted in changes being made so that it became much more streamlined and a means of looking more through the lens of a child. We're looking at it from the journey of the child; some that arrive with the District at age 3 or 4 and some that will stay with us until they are 21.

Superintendent Corey spoke of a new program started at the COOP School District this summer. For the students that will be with us until 21, one of their major goals becomes social and functional skills. The COOP School Board approved the recommendation of the Director of Services to rent a space at RSEC. The school van will be utilized to transport students out to the community to do those functions. The leased space will be set up as an apartment and students will be taught how to make a bed, fold laundry, clean, etc. so that they will have a high rate of success if they are able to live on their own, be part of a group home or just take on more responsibility in their own home. That is also done as a cost savings measure; an hour of service for a student receiving life skills/function skills is approx. \$200. The program being put in place will result in a savings of \$7,000, at a minimum, as it is dependent upon the number of qualifying students. The expectation is for 8 to be in the program, but that number may grow.

Superintendent Corey spoke of the influx of growth that has been seen in each of the districts. The High School has seen an increase of 27 and the Middle School an increase of 20 with move-ins over the summer. There are a number of homes up for sale. Those numbers will have to be watched as we go through the budget. It may be that the budget starts with an extra teacher as the numbers in 3<sup>rd</sup> grade are becoming a little concerning. It is believed the District is in much better shape with the establishment of the Contingency Fund.

Ms. Sarris questioned if the District and Board will have to go through the process of reviewing the Math Curriculum this year given the enVision program was a three-year commitment. Superintendent Corey responded, typically, at this point, the Administration would come to the Board informing of the intent to continue with the program. The associated cost would automatically be incorporated into the budget. The Administration would look to the Board for a formal vote as it would then become part of the budget and the default budget. The default budget is intended to cover those items that the Board has supported through an official vote. A vote will be sought on the continuation of that.

Principal Molinari commented, as a District, they have been trying to do a lot more in terms of curriculum, e.g., HPS and HUES is going with enVisions 2.0, which allows for the opportunity for additional collaborating and sharing of best practices. Superintendent Corey spoke of the eventual cost savings through volume discount.

Ms. Sarris commented it is an expensive program. She questioned if teachers that have used it for a few years now could provide feedback on what is useful and used and what may not be necessary. She is uncertain if there is flexibility built into the program to allow for an a la carte approach. Superintendent Corey stated that to be a good point noting there is no mandate to purchase items not utilized.

APPROVAL OF MINUTES

Brookline School Board . . . . . June 26, 2018

*The following amendment was offered:*

Page 5, Line 3; replace “back” with “bad”

**MOTION BY MEMBER SARRIS TO ACCEPT, AS AMENDED**  
**MOTION SECONDED BY MEMBER HOWIE**  
**MOTION CARRIED**  
**5-0-0**

Brookline School Board – **Public Hearing**. . . . . June 26, 2018

**MOTION BY MEMBER SARRIS TO ACCEPT, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MARSANO**  
**MOTION CARRIED**  
**5-0-0**

ADJOURNMENT

**MOTION BY MEMBER HOWIE TO ADJOURN**  
**MOTION SECONDED BY MEMBER MARSANO**  
**MOTION CARRIED**  
**5-0-0**

*The August 22, 2018 meeting of the Brookline School Board was adjourned at 7:18 p.m.*

Date \_\_\_\_\_ Signed \_\_\_\_\_