

**MARION SCHOOL COMMITTEE MEETING**  
**16 Spring Street – Marion, MA 02738**

**MEETING MINUTES**  
**January 15, 2020**  
<https://vimeo.com/385310006>

**PRESENT**

Committee Members:

Michelle Smith CHAIRPERSON	Nichole Daniel	Dr. Ronald Gerhart
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**ABSENT**

Committee Members:

Kate Ellen Houdelette	April Rios VICE-CHAIRPERSON
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**ALSO, PRESENT**

Dr. Douglas White SUPERINTENDENT OF SCHOOLS	Michael Nelson ASSISTANT SUPERINTENDENT	Marla Sirois PRINCIPAL	Kyle Letendre ASSISTANT PRINCIPAL	Jill Henesey SCHOOL FOOD & NUTRITION DIRECTOR
Jenn Seco RECORDING SECRETARY	Dr. Cooper SMEC DIRECTOR	Members of the Press		

**MEETING TO ORDER**

The Marion School Committee meeting was called to order on January 15, 2020 by Chairperson Smith at 6:32 p.m. at the Sippican School.

**AGENDA ITEM IV. E.**

**SMEC MEMBERSHIP** MSC 01152020 SMEC

Dr. Cooper gave some insight on items that come before the SMEC board which is made up of one school committee member from each of the member towns and most business items are approved at that level. She went on to share that there are some items after being approved by the SMEC board that also have to go out to all membership districts for a vote.

Dr. Cooper brought forth **two items** for the committee to vote on.

**1. Amendments to the Articles of Organization –**

The main reason for the amendment is that the Fall River School Committee formally requested to join the collaborative and the request has been approved by the SMEC board members. The next step is to have this request go out to all school committee members for a vote. If approved, the amendment then goes to the Commissioner of Education. Dr. Cooper also added that a few items were reworded for clarity and added that the business manager for the collaborative be attached to the public records requester officer as one position.

**2. Capital Reserve Account -**

Dr. Cooper shared that in 2015 the board and all members of the school committees voted to allow SMEC to establish a Capital Reserve Account in order to set funds aside for capital purchase/projects. Dr. Cooper stated that SMEC is growing and they are looking for new space. She also shared that currently many of the SMEC locations are older and come with higher maintenance/improvement expenses. She requested that the maximum potential balance be increased from \$250,000 to \$500,000 and also to allow the use of these funds on long term lease properties. She noted that the board will continue to have internal control and vote on all uses of the funds.

**MOTION:** Dr. Gerhart made the motion to approve the amended SMEC Articles of Agreement and amended SMEC Capital Reserve policy as submitted.

**SECOND:** Ms. Daniel  
**VOTE:** Unanimously Pass

**AGENDA ITEM IV. A.**

**FOOD SERVICE REPORT**

Ms. Henesey reported that all is running well. The Board of Health inspections have been conducted with no violations in the last five years. USDA civil rights mandatory training has been successfully completed by all food service staff.

Dr. White thanked Ms. Henesey for the work she did in securing grants for four ovens in the high school and a new service line at the Central School that includes a veggie bar exposing the students to healthy new food options.

She has been elected to represent MA for School Nutrition Association of MA as well as the Legislation Action Committee nationwide. She is also the Southshore Cooperative Chairperson which includes seventeen school districts

The full nutrition program information is posted in the schools and can also be found on the websites. The Food and Nutrition Services Parent Info Guide provides full details on all the services offered and where to access additional information such as account balances, menus, and parental restrictions and so on.

**AGENDA ITEM I.**

**APPROVAL OF MINUTES**

**AGENDA ITEM I.A.1**

**REGULAR SESSION**

Minutes of December 4, 2019 “Please refer to MSC 0115202 December Minutes”

**MOTION:** Dr. Gerhart made the motion to accept the December 4, 2019 meeting minutes as presented  
**SECOND:** Ms. Daniel  
**VOTE:** Unanimously Pass

**AGENDA ITEM I.A.2.**

**EXECUTIVE SESSION** Minutes of October 16, 2019 & December 4, 2019

**MOTION:** Ms. Daniel made a motion to approve the executive session minutes with amendment  
**SECOND:** Dr. Gerhart  
**VOTE:** Unanimously Pass

**AGENDA ITEM IV. B.**

**SUPERINTENDENT SEARCH UPDATE**

No update due at this time.

**AGENDA ITEM IV. C.**

**REVIEW OF SCHOOL CALENDAR 20-21** MSC 01152020 School Calendar

Dr. White shared that starting on September 1<sup>st</sup> will be difficult due to primary election because there is a school that is used for elections in the district. Dr. White went on to say that since it will be the first day of school children would not be able to be moved to another location as they have been in the past. He suggested that September 1<sup>st</sup> be the first day for teachers and the 2<sup>nd</sup> for students and having school on Friday the 4<sup>th</sup> keeping in mind that other stake holders are also reviewing the calendar. He also added that November 3<sup>rd</sup> is also elections and can be used as a professional development . The committee went on to discuss few other possibilities/challenges. Dr. White suggested reviewing the calendar, gathering feedback from staff/families and coming back with an agreement in order to go to next joint meeting.

AGENDA ITEM IV. D.

**INITIAL FY21 BUDGET REVIEW**

Dr. White reviewed the draft budget starting with student body and enrollment taking into consideration some growth by increasing each grade level by three students.

The three big areas when building the budget:

- Social Emotional Learning - an area that needs to bring back the social worker position that had been cut a few years back.
- Computers - in the past donations supported the purchase of equipment and that is no longer the case. An additional \$20,000 has been added to the program to manage leases and needs
- Literacy Need - support training for teachers over time

Dr. White added that going forward Bristol Aggie Tuition/Transportation program will be its own line and any changes will only effect that program and no impact on the local budget. Overall with the support of additional circuit breaker dollars and grants the budget is 1% higher than last years.

AGENDA ITEM V.C.1.

**FINANCIAL REPORT** “Please refer to “MSC 01152020 FY20 Financials”

Dr. White reviewed in detail the financials with the committee. He went on to share that any lines that are in the negative can be managed within the program and he will continue to monitor budget each month. The search for a Business Manager continues.

AGENDA ITEM V.C.1.a.

**REVOLVING ACCOUNT BALANCES**

Dr. White shared that \$85,000 in the revolving account.

AGENDA ITEM VII.

**CHAIRPERSON’S REPORT**

Chairperson Smith acknowledged the hard work of all who worked on the budget that meets the needs the needs of the students. She went on to share that it’s been nice working as a team and looks forward to continuing to build a transparent relationship with the town.

**CENTRAL OFFICE ADMINISTRATORS REPORT**

Dr. White shared the guidance on the Student Opportunity Act plan and stated that on January 22<sup>nd</sup> the governor budget will be available, and the result of these new dollars will be available. The next steps are to start thinking about how the money will be used. Once the amount for the district is known then the mapping of how those dollars will be spent can begin. The plan will need to be voted on and submitted by April. He also shared there is a Superintended conference on the 23<sup>rd</sup> where there will be additional information.

**PRINCIPAL’S REPORT**

Principal Sirois shared an overview on news and important upcoming dates which can be found in more detail in the Principles Report.

Mr. Nelson extended an invitation to the committee to join the January 17<sup>th</sup> professional development day on Diversity Talks including Cultural Proficiency workshops and [Adolf Brown](#) at the high school. Mr. Nelson thanked all the individuals who volunteered their time to participate in additional trainings and time after school to plan for this event.

Mr. Nelson shared the following upcoming events

- February 5<sup>th</sup> will be the half day PD working on project-based learning curriculums/cultural proficiency planning and Connecting Academics with Morning Meeting workshop
- Clinical training for guidance counselors and social workers on handling risk assessments.
- New teacher program seminar on Behavior Management Techniques this month.
- A one-year contract has begun with a responsive classroom tool called Kaleidoscope (Rochester, Marion, Mattapoissett, Jr. High).
- Elementary, Jr. High and Mr. Nelson will attend a responsive classroom leadership training focusing on social emotional learning in February

AGENDA ITEM VIII.A.

**COMMITTEE REPORTS**

BUDGET SUBCOMMITTEE

Information above

BUILDING COMMITTEE

No update

ORR District School Committee

Chairperson Smith shared the following items that were discussed at the meeting

- Program of Studies
- Graduation requirements
- Class size report
- Regional Agreement discussion

SMEC

Information above

EARLY CHILDHOOD COUNCIL

Mr. Nelson shared the following items discussed at Early Childhood Council

- Planning the week of a young child event in April 4<sup>th</sup> focusing on gross motor theme
- Doreen presented an update on early education on a state level and the work that's been done making kindergarten registration as similar and consistent throughout the elementary schools

READS

Dr. White shared the following items discussed at READS

- Meet on January 30<sup>th</sup> to approve FY 21 budget

TRI-TOWN FOUNDATION

No update

POLICY SUB-COMMITTEE

No update

**EXECUTIVE SESSION**

Chairperson Smith made the statement to go into Executive Session to for purposes of exception #3, to discuss strategy with respect to collective bargaining at 7:23

ROLL CALL: 3:0

Michelle Smith	Nichole Daniel	Dr. Ronald Gerhart
YES	YES	YES

**Re: Marion Executive Session Minutes**

Chairperson Smith made a motion to come out of Executive Session at 8:18 p.m. in order to adjourn the meeting.

ROLL CALL: 3:0

Michelle Smith

Nichole Daniel

Dr. Ronald

Gerhart

YES

YES

YES

Meeting adjourned at 8:18 p.m.

**NEXT MEETING**

Wednesday, March 4, 2020 at 6:30

Submitted by:

Jenn Seco

Recording Secretary