

MATTAPOISETT SCHOOL COMMITTEE MEETING
Mattapoisett, Massachusetts

BY: HYBRID FORMAT

MEETING MINUTES
June 13, 2022

Regular meeting of the Mattapoisett School Committee was held on Monday – June 13, 2022 and called to order by Chairperson James Muse at 6:32pm.

Chairperson Muse stated the meeting is being conducted in a hybrid format – with committee members and administrators having the option to attend in person in the Media Room, Jr. High School located at 133 Marion Road, Mattapoisett, MA 02739 or via zoom; and, the public has the ability to participate via zoom or in person.

MEMBERS PRESENT: James Muse, Chairperson - remote; Carly Lavin, Vice-Chair – in person; Tiffini Reedy – remote, Cristin Cowles – in person; and Amanda Hastings – in person.

MEMBERS ABSENT:

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools – in person; Craig Davidson, Director of Student Services – in person; Howard Barber, Asst. Supt. of Finance & Operations – remote, Rose Bowman, Principal, Mattapoisett Public Schools – in person; Kevin Tavares, Associate Principal – Mattapoisett Public Schools – in person; Diana Russo, Recording Secretary – remote; teachers; staff; parents; members of the press and public in person and remote.

MEETING TO ORDER:

Chairperson, James Muse called the meeting to order at 6:33 p.m. and stated that in accordance with Massachusetts Open Meeting Law, the Agenda has been set, the meeting is being video-taped, and unless there are any emergencies that need to be added, the Agenda will be followed as outlined.

RECOGNITION:

The following retiring teachers and staff were recognized and books were donated to the school libraries in their honor:

Diane Lizotte, Reading Teacher

Mrs. Rosemary Bowman, Principal for the Mattapoisett Public Schools was recognized for all her contributions to the Mattapoisett Public Schools and a book was donated in her honor.

Superintendent Nelson and Associate Principal Tavares also spoke, honoring Mrs. Bowman on her many years of service, her commitment and dedication to the Mattapoisett Public Schools.

I. Approval of Minutes:

A. Minutes

Recommendation:

That the School Committee review and approve the minutes of May 16, 2022

1. Regular Meeting Minutes – May 16, 2022

MOTION: by Ms. Lavin to approve the Regular Meeting minutes of May 16, 2022, as presented

SECONDED: Ms. Reedy

MOTION PASSED – 3:2

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Abstained; Hastings – Abstained, Reedy - Yes

2. Executive Session Minutes – May 16, 2022

MOTION: by Ms. Lavin to approve the Executive Session minutes of May 16, 2022, as presented

SECONDED: Ms. Reedy

OPPOSED: None

MOTION PASSED – 3:2

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Abstained; Hastings – Abstained, Reedy - Yes

IV. General

A. Approval of Mural at Center School

Superintendent Nelson stated that the faculty and staff for the Center School are present tonight to request that a mural be painted at Center School in Mrs. Bowman’s honor. The request is being presented by Ms. Katie McManamon the School Adjustment Counselor at Center School.

Ms. McManamon made the following statement:

“Dear Mattapoisett School Committee as you know Principal Bowman is retiring from the Mattapoisett Public Schools after a lifetime of dedication to schools and children. As a special tribute we would like to leave a lasting reminder of Mrs. Bowman time at our school, something that will remind students and staff of the legacy on a daily basis, as a lover of both reading and kindness, we are hoping to honor her in our school library, we would like to propose that a mural be paint in the library with the words “be kind”, when a student is recognized by teachers or peers after an act of kindness their picture will be taken next to the mural and the student will represent the letter I in the word kind and they will be given a certificate and a photo will be share privately with their family. We hope you join us in our enthusiasm for this project. Thank you for your support”.

MOTION: by Ms. Lavin to approve the Mural at Center School as presented

SECONDED: by Ms. Reedy

MOTION PASSED – 5:0

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes, Reedy – Yes

Mrs. Bowman thanked the staff and the school committee. She expressed that exemplifies what she sees in children every day, as well as staff, she expressed that the love and kindness she has received from everyone, she expressed that she couldn’t be more grateful for such a wonderful tribute. She expressed “it’s beautiful”.

B. Approval of Leases

Mr. Nelson recommended that the School Committee review and approve the Lease between the Mattapoisett School Committee and SMEC Collaborative as presented. He expressed that this recognizes a long partnership between the Mattapoisett School Committee and SMEC Collaborative.

MOTION: by Ms. Reedy to approve the Lease for SMEC for the 2022-2023 School Year as presented.

SECONDED: by Ms. Lavin

MOTION PASSED – 5:0

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes; Reedy - Yes

C. School Improvement Plan Update

Superintendent Nelson expressed that at each school committee’s final meeting this year within our school system the building administration is updating the committee on progress related to the approved school improvement plan. As a reminder, our schools are currently finishing year one of a two year approved school improvement plan.

Mr. Tavares and Mrs. Bowman gave an update on their School Improvement Plan.

School Committee Feedback:

Ms. Lavin expressed that Mr. Tavares referred to the ALICE Training and indicated that the Asst. Principals are currently responsible for that, she wondering going forward in Mattapoissett who would be responsible for that since we will have two Principals and no Asst. Principals. Mr. Tavares explained that he would continue to be the point person for training in Mattapoissett.

Mr. Muse wanted to thank Mrs. Bowman and Mr. Tavares for the presentation, he expressed that the presentation is a small snippet of what this team does and works through on a daily basis in such an organized and capable fashion.

D. Approval of Student Handbook Update

Mr. Nelson reported that tonight we have one student handbook topics seeking approval.

Mr. Nelson will propose a Chromebook insurance option for students and families to consider on an annual basis. This proposal has already been presented to the three elementary school districts and approved. Presently, there are approved replacement rates set by the school committee that apply when devices are damaged or lost and an insurance option would give our families an additional option to consider. We are asking the school committee to hear tonight’s presentation, discuss, and approve the student handbook language as presented.

Mr. Nelson reported that as the District School Committee voted and approved in the Fiscal Year 2021 the modification to the Student Handbook, **STUDENT FEES, FINES, AND CHARGE:**

Charge for lost and damaged books, materials, supplies, and equipment. Students who are indigent are exempt from paying fees. However, indigent students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

I would like to recommend the following replacement fees for damaged or replacement of equipment based on the researched charges that are being incurred:

Proposed Replacement Fee Recommendation:

Chromebook Complete Unit Replacement	\$300.00
Chromebook Screen	\$50.00
45W Adapter with Power Cord (USB-C Connection)	\$50.00

Keyboard	\$50.00
iPad Complete Unit	\$325.00
Apple usb-c to lightning cable	\$25.00
Apple usb power adapter (block)	\$25.00
Case	\$50.00

The school district would recommend that we provide the students a second opportunity of repair or replacement through the School Committee’s vote of approval. The school district has worked through the Technology Department to develop a new Device Insurance Proposal. For an annual amount of \$25.00, each student would be able to register their unit through the School Device Coverage agency. This insurance plan, if taken as an option will cover all of the replacement costs of the device as referenced above. Again, this is simply a second option and our previously voted Student Handbook Update would not change.

School Committee Feedback:

Ms. Hastings asked if there was anything in place for the families who may experience financial hardship and are unable to pay for the insurance. Mr. Barber had joined the meeting at this point and expressed that consideration would be given to families that were going through a financial hardship.

Ms. Lavin wanted to know if the insurance had an open enrollment, or if families had to sign up at the beginning of the year. Mr. Barber expressed that there is open enrollment but the fee is still \$25. Ms. Lavin suggested that the school district should include a sentence regarding hardship in the new language. The administration agreed.

MOTION: by Ms. Lavin to approve the changes to the Student Handbook as amended

SECONDED: by Ms. Reedy

MOTION PASSED – 5:0

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes; Reedy - Yes

V. New Business

B. Business

Mr. Barber reported on the Food Service Director’s Report and the Facilities Director’s Report.

VI. CHAIRPERSON’S REPORT:

Mr. Muse wanted to thank you to all the people who make Mattapoisett Schools function, with emphasis the great gratitude we all have for Mrs. Bowman. Mr. Muse expressed that given that we have two new school committee members he would like to touch upon a few other items. He expressed that being a school committee is in fact a very difficult task, and he expressed that currently all members except himself have children in the Mattapoisett Public Schools and he expressed that he has been involved in the schools as a school committee member for the past twelve years. He expressed that a school committee has two functions, one is to implement and monitor a budget and two to implement and monitor policies. He expressed that the challenge for

the school committee is to concentrate on these two items and stay global, he expressed it's very difficult especially when you are seeing it on daily basis. He expressed that if we don't stick to those two points than we will be unable to support the people who do the important work at the schools. He expressed that "our goals are to focus on budget and policy".

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Mr. Nelson made the following statement:

"Most of the updates are from the Teaching & Learning Office. I wanted to let you know that Dr. Pearson Campbell's time with the district came to an end recently, which was planning as many of you know. We wish her well and thank her for all her contributions for the past two years, it was a very challenging time to be in education leadership, I appreciate everything that she did for us. One of those being our Title I & II Audit, which we recently heard back from and they came back without any findings or corrective action needed, it's good to put that audit behind us. In addition, we recently celebration our Mentor/Protégé Induction Program celebration, both our mentors and our mentees recognized the relationships that had been built and the work they completed together. The importance of these relations are crucial for new educators. We are very proud to have an ongoing new Teacher Induction Program for all new educators joining our districts. Specifically, I would like to thank mentor teachers for contributing their time and expertise. For those not familiar, our New Teacher Induction Program is required of any teacher coming into our district schools, they are assigned a mentor, specifically in their field, those mentors have been professionally trained and they really are a go to person for those individuals' day in and day out.

Our process for looking a new Asst. Supt. of Teaching and Learning is well on its way, we have a hiring committee that conforms with the policy and represents all the different stakeholder groups, this group has a made a decision to bring in a first round of interviewees and identified finalists. The committee will be visiting the towns of Kingston and Abington later this week and then the following week those finalists will be visiting our schools. A communication email will be coming out of my office with more detailed information soon. And then last but certainly not least, Dr. Linda Ashley was recently appointed our next Principal of Center School. Dr. Ashley comes to us from the Franklin Public Schools. Dr. Ashley has considerable teacher and elementary administrative experience, throughout the hiring committee process she continuously surfaced to the top of the candidate pool. I want to thank the parents, School Committee members, Ms. Lavin and Ms. Reedy, teachers, support staff and administrators who participated in the search process. This team was instrumental in designing desired candidate characteristics, designing interview questions and screening the applicant pool. We held interviews with six candidates and then identified two finalists, these finalists visited Center School to tour the building and meet with students, observe our classrooms and meet with different stakeholder groups. We also visited the finalists current school district to learn more about their work. After additional vetting of the candidates, Dr. Ashley was officially offered the position and accepted. This past week after announcing to the parents, guardians and school community of the appointment, we welcomed Dr. Ashley to Center School for a special morning with our students. Principal Bowman with all her grace addressed the students and faculty at a school wide meeting in the gymnasium acknowledging that she is closing in on our last day at Center School, she talked about what retirement means especially to our youngsters' learners and thanked them for all their hard work in helping to select our next principal. Specifically, Principal Bowman recognized the writing efforts of all our students and highlighted the incredible video that was made showcasing what our students want in their next Principal. After watching as, a school community, Principal Bowman announced that a special visitor was with us that morning and introduced Dr. Ashley to our students. Dr. Ashley then address our students and staff members and was kind enough to answer any questions the students had. We now know that Dr. Ashley's

favorite color is light blue, she apologized for not having black hair and her favorite cartoon movie is “A Bug’s Life”. She was also very gracious in explaining that she is not a medical doctor. I appreciated the symbolic transfer from one Principal to another and I thank Mrs. Bowman for being willing to do that, I know that it meant a lot to our students and staff members as well. This was the first time that we had included a student voice in that manner and it’s a great example of project based learning where we want their efforts to connect to the real world. I would like to thank Marisa Hughes and Doreen Lopes for all their work on this video.

Mr. Craig Davidson – Director of Student Services reported the following:

- 6th grade transition meetings and events from 6th grade to 7th grade.
- Summer Extended Day Program, which is a separate program from SAIL, this program will run from Tuesdays through Thursdays from 12 noon to 3:30 p.m. All Mattapoissett students K-6 qualify for the program and the program will focus on the social wellbeing of students and also academic growth. Starting on July 5th and ending on August 11th. We are currently in the hiring stages of this program.

Mr. Davidson also honored Mrs. Bowman for all her years of service to the Mattapoissett Public Schools and thanked her for all her support the last two years.

PRINCIPAL’S REPORT

Mrs. Rose Bowman, Principal of Center School/Old Hammondtown School Reported on the following:

- On Friday, June 3, the Senior students from Old Rochester Regional High School visited Center School and Old Hammondtown School. Seeing the students wearing their graduation gowns and the incredible smiles on their faces was truly heartwarming. The elementary students cheered for the Seniors in honor of their Graduation from ORRHS.
- Mr. Chad Cabeceiras, Physical Education teacher at Center School and Old Hammondtown School, has planned full day of field day events at each school. Old Hammondtown School’s field day will be held on Friday, June 17, 2022. Center School’s field day was held on Monday, June 6, 2022. Student volunteers from Old Rochester Regional High School provide support for the students at each station.
- On Tuesday, June 7, the grade 3 students visited Old Hammondtown School. They enjoyed a picnic lunch with the grade 4 students, a tour of the building and special visits to each grade 4 classroom. I am certain that the transition from Center School to Old Hammondtown School will be a positive experience for our students.
- The Instrumental Music and Choral Concert at Old Hammondtown School was held on Wednesday, June 8 at 1:00 and 6:00 pm. Family members were invited to attend this special performance. Mr. Brent Alger is the director of the Old Hammondtown Concert Band. Mrs. Willow Dowling is the director of the Old Hammondtown Chorus. The performance by the students was outstanding!
- Our grade 6 students are participating in several end of the year activities to mark the end of their time in the Mattapoissett School District. These activities include:
 - Visiting Old Rochester Regional Junior High School on Monday, June 13. Students toured the building and had lunch in the cafeteria before returning to Old Hammondtown School.
 - Grade 6 students will have a field trip to Cuttyhunk on Thursday, June 16. The purpose of this trip is to study local ecosystems, erosion and aquaculture in correlation with the science curriculum. This field trip (in large part) is possible due to the generosity of the Mattapoissett Land Trust.

Michelle Carvalho is the educational director of the STEAM Academy in Cuttyhunk. Michelle has coordinated all of the learning stations that the students will visit.

- On June 14 the grade six students are visiting Center School and the grade 6 students will read to the younger students.
 - On June 15 the grade 6 students will walk to the Town Beach.
 - On Wednesday, June 22, the grade 6 students will take a Harbor Cruise ship to explore Cape Cod Canal. The students will board the VIKING ship at Onset Pier. A DJ will be onboard to provide musical entertainment. The cruise will take place from 10:00 – 1:00 pm. All students will return to OHS following the cruise.
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- Flag Day will be celebrated at Center School on June 14. Students from Center School and Old Hammondtown School will participate in the celebration of Flag Day. The Old Hammondtown Concert Band will perform the *Star Spangled Banner* and *A Grand Ole Flag*. Students from Center School will share poetry and songs under the direction of Mrs. Willow Dowling. The celebration, starting at 9:00 am, will take place around the outside flagpole located at the Church Street entrance of Center School.
 - Grade three students will celebrate the end of their years at Center School in a performance titled: *“How Does Your Garden Grow?”*. Parents and family members are invited to attend this celebration on Tuesday, June 21 at 6:30 pm. Mrs. Willow Dowling will direct this musical performance.
 - Our grade 3 students will visit Camp Massasoit at the YMCA on Wednesday, June 22, from 9:00-Noon. When they return to Center School they will be treated to Pizza from Nick’s, water and a popsicle. The Mattapoissett PTA is sponsoring this special day for our grade 3 students.
 - The last day of school, for the 2021-2022 school year, is Friday, June 24, 2022. The Grade Six Awards Ceremony will take place at Old Hammondtown School at 10:00 am. Families of all grade six students will be in the audience celebrating the success of their children.
 - I would like to extend my deepest thanks and appreciation to the Mattapoissett School Committee for their leadership and support throughout my tenure as the Principal of Center School and Old Hammondtown School. It has been an honor and privilege to work with the School Committee, the school administration team, the staff, families and most of all the extraordinary students that I have had the pleasure of working with over the past 32 years. The opportunity to be part of the Mattapoissett School District has been a gift of a lifetime to me. My deepest thanks to all of the wonderful people with whom I have had the pleasure of sharing these years with.

VIII. School Committee

A. Committee Reports

1. ORR District School Committee- Mr. Muse reported as follows: the graduation took place and it was a great success.
2. SMEC - Ms. Reedy reported that they are meeting on June 14th.
3. READS- Mr. Nelson reported as follows: that included in the packet is the Quarterly READS Newsletter.
4. Early Childhood Council – Mr. Davidson reported that they met on May 18, 2022 and reported as follows: Discussed the Week of the Young Child Events that took place in April, discussed the Kindergarten Readiness Screenings – students meeting staff and taking a bus ride, next meeting will take place in October

5. MASC – Mr. Muse reported that MASC is a fantastic resource for all school committee members.
6. Mattapoisett Capital Needs Committee - none
7. Tri-Town Education Foundation - none
8. Policy Sub-Committee - Ms. Lavin reported the next meeting is on June 22nd.
9. Budget Sub-Committee - none
10. Clock Committee - none
11. Equity Committee – Mr. Davidson stated they met on May 24, 2022. Mr. Davidson reported as follows: discussions on setting goals for next year were discussed.

B. School Committee Reorganization

Mr. Nelson asked for nominations for a Chairperson. Mr. Muse made a nomination to appoint Ms. Lavin nomination was seconded by Ms. Reedy, nomination accepted by Ms. Lavin, no other nominations.

MOTION: by Mr. Muse to nominate Ms. Lavin as Chairperson
 SECONDED: by Ms. Reedy
 MOTION PASSED – 4:1
 Roll Call: Lavin - Abstain; Muse -Yes; Cowles – Yes; Hastings – Yes; Reedy – Yes

Ms. Lavin asked for nominations for a Vice Chairperson.
 Ms. Lavin nominated Mr. Muse, nomination was seconded by Ms. Reedy, nomination accepted by Mr. Muse, no other nominations.

MOTION: by Mr. Lavin to nominate Ms. Muse as Vice-Chairperson
 SECONDED: by Ms. Reedy
 MOTION PASSED – 5:0
 Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes; Reedy - Yes

Motion to approve the 2022-2023 sub-committee list as nominated

School Committee Secretary	Diana Russo
Recording Secretary	Diana Russo/Toni Bailey
ORR District School Committee	James Muse
Mass. School Supt. Union No. 55	Cristin Cowles Tiffini Reedy Carly Lavin
READS	Michael S. Nelson
Sick Leave Bank	Amanda Hastings James Muse
SMEC	Tiffini Reedy
Early Childhood Advisory Council	Cristin Cowles
Sole Signatory	James Muse

MASC Delegate/Legislative Liaison	James Muse
School Physician	Dr. Reynolds/Dr. Mendes
Health & Safety Committee	Tiffini Reedy
Collective Bargaining (Board of Selectmen)	VACANT
Capital Planning Committee	Carly Lavin
Policy Subcommittee	Cristin Cowles
ORR Foundation Committee	VACANT
Budget Subcommittee	James Muse Carly Lavin
Clock Committee	James Muse
Town Liaison	James Muse
Superintendent's Goals Sub-Committee	Carly Lavin
Equity Sub-Committee	Amanda Hastings

MOTION: by Mr. Muse to approve the 2022-2023 as nominated and presented

SECONDED: by Ms. Hastings

MOTION PASSED – 5:0

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes, Reedy - Yes

IX. Future Business

A. Timeline

Mattapoisett School Committee will be held on Monday, September 12, 2022 @ 6:30pm

Joint School Committee is scheduled for June 27, 2022 @ 6:30pm

X. Open Comments

Chairperson Carly stated at this time for anyone who is participating via zoom, if you would like to make an “Open Comment”, add your name and address to the chat, we will acknowledge that we have a request, and with the Chairperson’s permission, anyone with a public comment can speak up to three (3) minutes – there were no “Open Comments”.

Mr. Nelson made the following statement:

“I just wanted to take a moment to recognize that it’s not only Mrs. Bowman’s last meeting but it’s also our last school committee meeting and I just want to thank you all for the number of hours that you all put in not only the regular scheduled meetings but all the sub-committees, I don’t think sometimes the public understands how many much public service school committee members give in so many different ways. It’s actually one of the main reasons why I enjoy working for this school system, we have such dedicated school committee members that represent such a strong school committee in general. I’ve only had brief conversations with Ms. Hastings and Ms. Cowles but I can tell you that they are fun and ready to go. The energy from you both is

extremely exciting and the future of the school committee is just brighter and ever. Before closing I would like to thank Mr. James Muse for his exceptional leadership in some of the most difficult years to be a school committee member, you have ever not taken a phone call from me, not matter the day of the week, what time it is, or returned a text message on short notice. Whether I needed to take action, update you or advice on how you would like to proceed, you never shied away from any conversation or any decision that was a little difficult. I truly appreciate your leadership not only as a school committee member but also as an educational leader in general. Thank you for your outstanding and unwavering support to the students, staff members the families and everyone else in the Mattapoisett School District.

MOTION: by Mr. Muse to adjourn the meeting at 8:20 p.m.

SECONDED: by Ms. Reedy

MOTION PASSED – 5:0

Roll Call: Lavin - Yes; Muse -Yes; Cowles – Yes; Hastings – Yes; Reedy - Yes

Respectfully Submitted,
Diana Russo, Recording Secretary