

MATTAPOISETT SCHOOL COMMITTEE MEETING
16 Barstow Street – Mattapoisett, MA 02739

MEETING MINUTES
January 13, 2020

PRESENT

Committee Members:

James Muse
CHAIRPERSON

Carole Clifford
VICE-CHAIRPERSON

Karin Barrows

Shannon Finning

Charles Colburn
Rider

ALSO, PRESENT

Dr. Douglas White
SUPERINTENDENT OF
SCHOOLS

Michael Nelson
ASST. SUPT.

Rose Bowman
PRINCIPAL

Keven Tavares
ASSOCIATE
PRINCIPAL

Jill Henesey
SCHOOL FOOD &
NUTRITION
DIRECTOR

Dr. Cooper
SMEC DIRECTOR

Jenn Seco
RECORDING
SECRETARY

MEETING TO ORDER

The regular meeting of the Mattapoisett School Committee was called to order on Monday, January 13, 2020 by Chairperson Muse at 6:31 p.m. in the Center School Cafeteria.

AGENDA ITEM IV. F.

SMEC "Please refer to MTSC 00132020 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: Vice Chairperson Clifford made the motion to approve the amended SMEC Articles of Agreement and amended SMEC Capital Reserve policy as submitted.

SECOND: Mr. Rider

VOTE: Pass, (Ms. Finning abstained)

AGENDA ITEM IV. A.

FOOD SERVICE REPORT

“Please refer to A La Cart Price List, Reimbursable Meals Price List, and Food and Nutrition Services Parent Info Guide”

Ms. Henesey presented information regarding items sold and available to students across the Tri Town elementary schools. 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.

Associate Principal Tavares added that the information provided by Ms. Henesey, specifically the parental restrictions, will be sent out to parents via the Friday backpack folders and weekly email blasts.

Ms. Henesey also shared that negative balances by federal and state regulations cannot be rolled over to the next year therefore they do not affect the school budget. Vice Chairperson Clifford stated that an individual reached out to her and if in the future there is a negative balance, they would like to help cover that cost.

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 Center School that includes a veggie bar exposing the students to healthy new food options.

Dr. White explained that she has been elected to represent Massachusetts for the 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

Ms. Henesey added that statewide this district’s purchasing collaborative has the lowest pricing (14%) while other schools have had a 30-50% increase in food cost.

AGENDA ITEM I.A

APPROVAL OF MINUTES

A.1. Regular Session

Minutes of December 9, 2019 – “MTSC 01132020 December Minutes”

MOTION: Ms. Barrows made the motion to accept the October 10th meeting minutes as presented

SECOND: Ms. Finning

VOTE: Pass, (Mr. Rider abstained)

AGENDA ITEM IV.A.

SUPERINTENDENT SEARCH UPDATE & SELECT REPRESENTATIVE

Chairperson Muse shared that Principal Bowman will be the representative for Mattapoisett and that applications have closed. The received applications will be reviewed by the search committee. The next meeting will be on January 15th.

AGENDA ITEM IV.C.

REVIEW SCHOOL CALENDER “Please refer to “MTSC 01132020 School Calendar”

Dr. White shared that starting in September 1st 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 at Old Hammondtown. He suggested that September 1st be the first day for teachers and the 2nd for students and having school on Friday the 4th keeping in mind that other stake holders are also reviewing the calendar. He also added that November 3rd is also an election day and can be used as a PD. 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.

APPROVAL OF SCHOOL CHOICE FUNDS ALLOCATIONS “Please refer to “MTSC 01132020 School Choice Funds”

Dr. White requested that the committee make a motion to approve the allocation of school choice funds to purchase ten iPad in the amount of \$2,940 in the effort to further improve technology.

Dr. White clarified that the funds come in through the state. For every school choice child there is \$5,000 and for every special education situation there may be additional dollars. This is all done through Chapter 70 and the committee has the final say on how the funds are allocated. The current funds have been built over time. Dr. White added that by not knowing future budget amounts, these funds may possibly be used to offset those upcoming budgets. He assured the committee members that the funds can only be used when the committee approves each school choice allocation request.

- MOTION:** Ms. Barrows made the motion to approve the allocation of school choice funds in the amount of \$2,940 to purchase ten iPads.
SECOND: Ms. Finning
VOTE: Unanimously Pass

AGENDA ITEM V.E.

INITIAL FY21 BUDGET REVIEW

Dr. White shared that the Budget Subcommittee had a meeting. He discussed enrollment, additional needs and budget summary showing details for each line. The search for a Business Manager continues.

AGENDA ITEM V.B.1.

FINANCIAL REPORT “Please refer to “MTSC 01132020 FY20 Financials”

Dr. White reviewed in detail the FY20 financials with the committee stating the 8.76% of the budget is remaining. 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.

AGENDA ITEM VI.

CHAIRPERSON’S REPORT: NONE

CENTRAL OFFICE ADMINISTRATORS REPORT

Dr. White shared the information on the Student Opportunity Act plan and stated that on January 22nd the governor’s 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 amounts for the districts are 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 Superintendent’s Conference on the 23rd where he will gather additional information.

Mr. Nelson extended an invitation to the committee to join the January 17th 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

- Elementary, Jr. High and Mr. Nelson will attend a responsive classroom leadership training focusing on social emotional learning in February
- February 5th will be the half day PD working on project-based learning curriculums/cultural proficiency planning and Connecting Academics with Morning Meeting workshop

PRINCIPAL REPORT “Please refer to the Principles Report dated January 13, 2020”

Principal Bowman shared an overview on news and important upcoming dates which can be found in more detail in the Principal’s Report dated January 13, 2020.

Principal Bowman also requested that the committee make the motion to accept a donation from a local Mobil station in the amount of \$500 to be used towards the science program

- MOTION:** Ms. Finning made the motion to accept the \$500 donation
SECOND: Ms. Barrows
VOTE: Unanimously Pass

VIII. SCHOOL COMMITTEE

A. Committee Reports

ORR District School Committee

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

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

READS

Dr. White shared the following items discussed at the meeting

- No update

Early Childhood Council

Ms. Barrows shared the following items discussed at the meeting

- No update

MASC

- *Note:* Ms. Finning continues to not receive notifications about MASC

Mattapoissett Capital Needs Committee

Dr. White shared the following items discussed at the meeting

- Pushing for the upgrade of telephone systems

Tri-Town Education Foundation

Ms. Barrows shared the following items discussed at the meeting

- no update

Policy Sub-Committee

Vice Chairperson Clifford shared the following items discussed at the meeting

- Foster care homeless and military policy changes
- Facility Use for ORR, Mattapoissett and Marion. Rochester has its own Facility Use policy

Clock Committee

Still ticking

ADJOURN MEETING

MOTION: Vice Chairperson Clifford gave the motion to adjourn meeting

SECOND: Ms. Barrows

VOTE: Unanimously Pass

Meeting ended at 7:16

NEXT MEETING

Monday, February 24, 2020

Submitted by:

Jenn Seco

Recording Secretary