

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

**MEETING MINUTES**

**October 10, 2019**

<https://vimeo.com/371495149>

The regular meeting of the Mattapoisett School Committee was called to order by Chairperson Muse at 6:32 p.m. on Monday, October 10, 2019.

**PRESENT**

Committee Members:

James Muse CHAIRPERSON	Carole Clifford VICE-CHAIRPERSON	Karin Barrows
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**ABSENT**

Committee Members:

Charles Colburn Rider	Shannon Finning
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**ALSO, PRESENT**

Dr. Douglas White SUPERINTENDENT OF SCHOOLS	Michael Nelson DIRECTOR OF STUDENT SERVICES	Rose Bowman PRINCIPAL	Keven Tavares ASSOCIATE PRINCIPAL	Jenn Seco RECORDING SECRETARY
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Members of the Press

**MEETING TO ORDER**

**APPROVAL OF MINUTES**

**A.1. Regular Session**

Minutes of September 16, 2019

**MOTION:** Vice-Chairperson Clifford made the motion to accept the September 16<sup>th</sup> meeting minutes as presented

**SECOND:** Ms. Barrows

**VOTE:** Unanimously Pass

Vice-Chairperson Clifford requested for a follow up/agenda item at the next meeting concerning “sugary drinks”. – refer to Mattapoisett School Committee meeting minutes 9.16.2019 Open Comments page 5.

**A.2. Executive Session**

Minutes of September 16, 2019

**MOTION:** Ms. Barrows made the motion to accept the September 16<sup>th</sup> executive session meeting minutes as presented

**SECOND:** Vice-Chairperson Clifford

**VOTE:** Unanimously Pass

**GENERAL**

**IV.A. School Choice Funds**

Dr. White opened the topic for Mr. Michael Gagne with a quick overview of the funds in the School Choice reserve which are made up of \$5,000 foundation amount per student and possible additional amount if student needs more support. He went on to say that these funds may be used to help fund opportunities in the school district where deemed necessary by the administration/committee.

Mr. Gagne began with sharing information about the Local School Choice reserve. He went on to explain that because this particular fund has not been used, \$230,000 has accumulated throughout the years.

Mr. Gagne presented information on the Special Education Stabilization Fund. He gave some history on the fund and explained that mostly due to the fluctuation of special education cost this fund was started. In addition to regular day and special education budget, an additional \$150,000 would be added to the budget to help with the fluctuation. As reimbursements were collected, the funds would then be put into a reserve which now is the Special Education Stabilization Fund. He further explained how the funds had accumulated to \$262,000 and that reimbursements were received the year after each fiscal year making it difficult to predict the current years need. The amount then dropped to \$72 because the Town along with Central Office made the decision to front load the school budget with \$189,045 in order to know what is available ahead of time and be able to offset cost instead of chasing reimbursements that may not be received. The town continued to put money into the fund and is now at \$123,000. According to the Selectmen and the Finance Committee the optimum amount that they feel should be in this fund is the peak amount of \$262,000.

Mr. Gagne proposed that the committee vote on allocating funds from the School Choice Funds Reserve, since it has not been touched, into the Special Education Stabilization Fund in order to reach the \$262,000. Mr. Gagne went on to say, per the recommendation of Selectmen and Finance Committee, since the reserve is not a reoccurring source of money, on the remaining funds be used on non-salary/non-expense related items, e.g. technology, facility upgrades.

Dr. White further explained the “thinking outside of the box” education budget process in Mattapoissett. He went on to say that along with the town’s support, stabilization fund accounts have been built to help support the budget at a sustaining level in capital, curriculum and technology has not been a part of our budget because the town has worked around these items with us.

Chairperson Muse added that with the towns support, these funds have helped keep the schools in a positive state with little or no impact to the regular operating budget.

Dr. White clarified that at tonight’s meeting the town was looking to transfer \$100,000 and discussion of how best to allocate the remaining funds.

Ms. Barrows asked about the technology upgrade recommendation mentioned above on what to do with the remaining funds. Dr. White shared that these funds have provided a device for every child in grades 2-6, upgrades to the infrastructure and upgrades to a couple of servers. He went on to say that there is still need for items that age like projectors and new iPads for younger children. The funds help stay ahead of the ever evolving technology and as we continue to participate in the school choice program and receive funds hopefully in the future the realization that a student is worth more than \$5,000. Principal Bowman added that there are a total of 5 new students (\$25,000) this year. Dr. White added that the program not only brings in the funds but adds diversity and gives students an opportunity that they may not have had in another situation. Principal Bowman concluded with, any child entering any grade becomes ours and all needs are met.

Dr. White recommended that going forward as the budget subcommittee meets, the School Choice Fund needs to be addressed in order to determine how to offset the cost of the items mentioned above.

**MOTION:** Ms. Barrows made the motion to transfer \$100,000 from School Choice Fund to the Special Education Reserve Stabilization Fund

**SECOND:** Vice Chairperson Clifford

**VOTE:** Unanimously Pass

## BUSINESS

### V.B.1. Financial Report

Dr. White reviewed the financial report indicating that we are in good shape and all the lines around salary are true and there are no negatives. He went on to say that he is in the process of obtaining the Copy Machine Contract in order to understand overage usage charges and share with the buildings how many copies they

actually have per month before that overage charge begins. He also talked about custodian time due to building usage outside school hours and that they were working on how some of those funds may be replenished as a result of who is using the building paying for some of the time.

## **SPECIAL TOPIC REPORT**

### **VI.A. MCAS Presentation**

Dr. White began by congratulating the leadership, teachers and especially the students for the effort and progress reflected in the results being 1 of 2 schools with the highest gains in accountability in a period of two years. He also applauded Old Hammondtown for being recognized for the 4<sup>th</sup> time as one of the highest achieving schools in the district.

Associate Principal Tavares presented the results.

*Please refer to Center School & Old Hammondtown School Spring 2019 Accountability and MCAS Achievement Report presentation for more details.*



### 2019 Spring MCAS School Committee P

Associate Principal Tavares noted that throughout the presentation the state uses a formula that takes similar schools overall performance as it relates to other schools with similar grades and students taking the test over multiple years. Dr. White added that when the state looks at schools they try and find the schools that are most comparable then they figure out where 50% falls, from there it's determined if you fall above or below the 50%.

Dr. White also shared that this presentation shows how students are doing from grade level to grade level and tells the story of progress/improvement made year to year. Associate Principal Tavares added that what needs to be looked at closer is if it's the same group of students that keep improving and what's happening to the others.

Associate Principal Tavares shared that the grade level data team will look a specific data and compare it to the standards in order to determine where changes may be needed. It may be a question of realigning the curriculum in order cover specific topics.

## **CHAIRPERSON'S REPORT**

Chairperson Muse thanked everyone for the great job that is being done for all of the students.

## **CENTRAL OFFICE ADMINISTRATORS REPORT**

Dr. White shared some information about the Student Opportunity Act which is the funding mechanism that is being looked at across the state to help with education costs over a period of 7 years. A few of the things that are being looked are as follows:

- how to assist school districts in municipalities insure the cost of health insurance is in line with the actual cost of health insurance,
- special education costs (especially around circuit breaker) will be frozen in FY19 and being charged 4 times over inflation will stop, all that will be added is the inflation.
- special ed transportation will be allowed to count towards our district cost, which will increase the amount qualifying more individuals that did not qualify in the past.
- 82% for the current year for regional transportation and they are moving towards 100% which is what the law states.

Dr. White shared the progress of the Eversource lighting grant that Gene Jones has been working on and has to be completed by December 21<sup>st</sup>. There have been more than 5,000 new light fixtures received and will be installed at no cost only savings to the district. The schools that are included are Center School, Old Hammondtown, Jr. High, High School and a portion of Sippican.

Mr. Nelson shared that Title I, II and IV have been submitted and approved. He went on to give a brief description Title 1 is services for some of the lower performing students, Title II supports teacher and administrative effectiveness and Title 4 supports students in general enrichment opportunities.

Mr. Nelson thanked Principal Bowman, Associate Principal Tavares and the staff for their flexibility when presented with a last-minute request to host the Senior Associate Commissioner for the Department of Education and his team for four hours. We showed them a continuum of services through out making it a very positive experience.

## **PRINCIPLE REPORT**

Principal Bowman shared that there will be a breakfast on October 16<sup>th</sup> from 8-9. This will be an informational meeting for parents explaining Title I. She went on to share that October is parent conference month. There will be half days on the 24<sup>th</sup> and 25<sup>th</sup> plus an additional day and extended times to meet with parents. She also went on to explain the adoption of the Standard base report card has been adopted for kindergarten. Teachers from all three towns are working on this and once there is a final product the hope is to present to Dr. White in December. The Scholastic books fair will be held in each town, all funds raised are given back the library. Monday, November 11<sup>th</sup> on the 11<sup>th</sup> hour work with town veterans.

## **VIII. SCHOOL COMMITTEE**

### **A. Committee Reports**

#### ORR District School Committee

No update

#### SMEC

Looking for a building and switching building and funding is an issue  
Mr. Muse will be resigning from SMEC

#### READS

Continue to look for space that will meet the student needs  
Funding seems to be an issue

#### Early Childhood Council

No update – 10/22 Sippican 6:30

#### MASC

First week of November

#### Mattapoissett Capital Needs Committee

No update

#### Tri-Town Education Foundation

No Update

#### Policy Sub-Committee

The take away from the last meeting was to go back to our own committees and ask -  
What are the thoughts from each School Committee to charge for use of the facility?

Dr White explained the fee structure- e.g. to use the gym for 1 hour or 8 hours is \$150 if you are an outside group. If you are in town there is no fee which means we take on the cost. As school budgets are built these additional costs are not being taken into consideration.

Chairperson Muse added that the expense needs to be identified and that it's happening and hence the struggle we have each year when planning the budget. Bringing in additional funds will help with operating expenses. He agreed that further discussion needs to take place.

Per Dr. White there will be more information to follow.

Budget Sub-Committee

No update

Clock Committee

No update

**ADJOURN MEETING**

MOTION: Vice Chairperson Clifford gave the motion to adjourn meeting

SECOND: Ms. Barrows

VOTE: Unanimously Pass

Meeting ended at 8:04pm

**NEXT MEETING**

Thursday, December 9, 2019 at 6:30

Submitted by:

Jenn Seco

Recording Secretary