

**ROCHESTER SCHOOL COMMITTEE MEETING
ROCHESTER PUBLIC SCHOOLS
Rochester, Massachusetts
16 Pine Street - Rochester, MA 02770**

**MEETING MINUTES
October 11, 2018**

Regular meeting of the Rochester School Committee was held on Thursday – October 11, 2018 at 6:30pm., at the Rochester Memorial School – 16 Pine Street, Rochester, Massachusetts.

COMMITTEE MEMBERS PRESENT: Sharon Hartley– Chairperson, Anne Fernandes – Vice-Chairperson, Tina Rood and Robin Rounseville

OTHERS PRESENT: Dr. Douglas R. White, Superintendent of Schools; Dr. Elise Frangos, Assistant Superintendent of Curriculum and Instruction; Michael Nelson, Director of Student Services; Derek Medeiros, Principal; Charles West, Assistant Principal; Toni Bailey, Recording Secretary; members of the press and public.

Chairperson, Sharon Hartley, stated 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.

Chairperson Hartley called the meeting to order on a somber note stating the ORR School District lost a valued member and leader this past week, Mr. Patrick Spencer, ORR School District’s Business Manager. Ms. Hartley stated he will be sorely missed and a moment of silence was held in memory of Mr. Spencer.

MEETING TO ORDER

I. Approval of Minutes:

A. Approval of Minutes – Regular Session: August 29, 2018

Chairperson Hartley asked if there were any changes to the minutes of August 29, 2018

Approval of Minutes:	Regular Meeting: August 29, 2018 – Approved of Regular Meeting
MOTION:	by Chairperson Hartley to approve the minutes of August 29, 2018, as written.
SO MOVED:	Ms. Fernandes
SECONDED:	Ms. Rounseville
IN FAVOR:	All
OPPOSED:	None
	MOTION PASSED

Ms. Hartley mentioned in the minutes of August 29, the questions that were asked by the students to the teachers in the video on opening day that were stated in the minutes with the students asking “Will You”, she would like to change the questions as the teachers answering them stating:

“I will”.....

Will you be there for us? –I will be there for you..

Will you call my parents even if I’m trying my best? – I will call your parents even if...

Will you teach me skills I need to get a job some day? – I will teach you skills you need ...

Will you push me even when I resist? – I will push you even when you....

AND SO ON

B. Approval of Minutes – Executive Session: August 29, 2018

Chairperson Hartley asked if there were any changes to the minutes of the Executive Session on August 29, 2018

Approval of Minutes: Executive Session: August 29, 2018 – Approved of Executive Session
MOTION: by Ms. Rounseville to approve the Executive Session minutes of August 29, 2018 as written.
SECONDED: Ms. Fernandes
IN FAVOR: All
OPPOSED: None
MOTION PASSED

IV. General

A. RMS Reading Program:

Recommendation: That the School Committee review RMS Reading Programs: Comprehension and Pedagogy.

Mr. Medeiros recapped some of the conversations that took place last year regarding reading – What are we doing around reading that works well? What are we doing around reading that needs to be tweaked or do better at, etc.? Mr. Medeiros stated there was some inconsistency around phonics and letter formation in the lower grades.

Mr. Medeiros stated Ms. Lisa McIlmail and Ms. Noelle Johnson researched phonic programs (Reading Street, which was already being used at RMS and Foundations – and they spoke to other districts who used those programs) and decided, in collaboration with staff, that Foundations was the best program to use around phonics and letter formation.

Vice-Chair Fernandes stated a few years back the “Daily 5 (Moser Sisters)” was being used and was wondering if this was still being used by staff.

Ms. McIlmail stated the “Daily 5” is being used still in the upper grades and in the preliminary grades they do have centers, but they are not calling it the “Daily 5”.

Ms. Johnson stated in looking at the particular scores, and hearing from their teachers, it was felt that the need to take care of first was the weak phonics they were seeing throughout. Ms. Johnson stated they have noticed a difference already in grades K-3 in their phonics using Foundations.

Ms. McIlmail stated Foundations approaches phonics and is very multi-sensory and engaging. Ms. McIlmail noted the Foundations letter formations is giving the students that language, consistent across the grade levels K-3 so they are really getting a good foundation. She stated having students being able to free up and not having to “form the letter” and just “make the letter” has been a big difference as well.

Ms. Johnson stated Foundations introduces the language they would also be using should they need to use Wilson.

Ms. Fernandes asked what programming might be used to help teachers develop consistency across and up through the grade levels.

Ms. Johnson stated one of the things they have talked about was doing some training for “Guided rRding”. This would assist with the book room, using real books in the student’s hands, and educating teachers on how to use these practices, which goes along with “Daily 5”.

Ms. McIlmail stated staff is trained at all different levels – some staff will need a refresher – some staff will need the entire training on “Guided Reading”.

Ms. Fernandes asked how “Seeing Stars” was going to be used?

Ms. Johnson stated Foundations would be used in the classrooms, and Seeing Stars would be used in interventions.

Ms. McIlmail stated with all of the data they have collected, they now would have to look at how to break it down – who needs help with fluency, who is reading fluently but is not comprehending what they are reading, etc. This will determine the groups they will be providing interventions to.

Ms. Fernandes asked who would be providing these interventions (reading specialists, special education teachers, paraprofessionals?” and when would they be providing it?

Mr. Medeiros stated Ms. McIlmail and Ms. Johnson would be running it with their intervention groups; the Special Ed teachers that are in the grade levels would be running it during FLEX time or intervention groups they have scheduled; and, both of the Speech/Language pathologists will be using it during their intervention time.

Ms. Rounseville wanted to know how “Seeing Stars” is different from the other programs being used – Ms. McIlmail stated it focuses on the visualization of a word.

Chairperson Hartley pointed out that we are all at different places, and teachers are all at different places in training – Ms. Hartley stated in the past, instructional rounds were used and wanted to know now how staff members will be able to learn any one of the above-mentioned approaches – not just by reading about it, but to see it in practice. Ms. Hartley noted one way is to have staff members articulate questions ahead of time, watch it in practice, and then talk about it afterward. Ms. Hartley wanted to know what other ways Ms. McIlmail and Ms. Johnson would be working with teachers to help address individual needs in pedagogy.

Ms. Johnson stated most of their time right now is doing Reading Recovery or Benchmarking, which is allowing them to have conversations with teachers about what kinds of things they should be doing to reach the children in their classrooms and provide resources to them so they can work with them.

Ms. Fernandes asked what tool are they using to do the Benchmarking and who is performing the Benchmark testing? – They are using Fountas and Pinnell Benchmark Assessments; and, Ms. McIlmail, Ms. Johnson, the Classroom Teacher, and Special Education Teacher’s administers it and Ms. Mazzucca assists. Ms. Johnson stated they are able to get each grade level done in two days.

Ms. McIlmail stated now that they have a students’ starting level, this will help show their progress and measure progress.

B. Responsive Classroom – First Six Weeks

Recommendation: That the school Committee receive an update about Responsive Classroom, First Six Weeks.

Mr. Medeiros and Mr. West broke up the grades in groups (PK-K; 1-2; 3-4, and 5-6, as well as a Special Area Group).

Mr. Medeiros stated if you look at the new edition of the “First Six Weeks”, there’s an overview before each chapter for all grade levels. Mr. Medeiros brought with him some examples of how the “First Six Weeks” went in the following grades:

GRADES: Pre-K, K, 1 & 2:

Week 1

- name tags
- practice essential routines
- start to explore key supplies
- learning goals/hopes & dreams
- brainstorm class rule ideas

Weeks 4, 5 & 6

- become an active member of class
- be engaged academically
- self sufficient
- work as team/follow routines

GRADES: 3 & 4:

Week 1: Community Building & Tone Setting

- morning mtg./outside time
- rules and routines
- hope and dreams

Week 2: Community Building & Tone Setting

- rules/routines/consequences
- launching academics

Week 3: Community Building & Tone Setting

- role playing to see dif. PDV
- fixing our mistakes
- setting academic routines and expectations

Week 4:

- adjust M.M. based on student need and current skill
- transitions are becoming seamless
- continue to allot time for end of the day routine to stress the importance of community building & responsibility

Week 5:

- coach explicitly the skills needed for stamina and perseverance during rigorous curriculum
- interactive model strategies during take a break

Week 6:

- whole-class project to strengthen community cohesion & collaboration
- continue to reinforce the break it-fix it policy

Mr. Medeiros stated during the staff meeting(s) within the first six weeks, staff had great suggestions in order to continue the "First Six Weeks" such as after a holiday break, a marking term, etc., to once again review the "First Six Weeks" list with their students. This review could entail reviewing what is already on the list, maybe they would add additional items, or take away an item(s). Mr. Medeiros stated in doing this, it would keep the "First Six Weeks" going and have the students engaged during the entire year.

Mr. Medeiros also stated the staff wanted suggestions on how to end the day (summarize the day) – maybe by "Closing Circles". Staff feel as though they get caught up in teaching and before they

know it, Mr. Medeiros or Mr. West are announcing that it is the end of the day, everyone should be packing up and have a great rest of the day!

Mr. Medeiros also noted they want to have “Logical Consequences” to ensure RMS is creating a safe environment for staff and students.

Chairperson Hartley asked that in coming to an end of the first six weeks, will there be something upcoming around Responsive Classroom?

Mr. Medeiros stated the plan for this year was to begin with the “First Six Weeks”, then to “Teacher Language through Power of Words”, and at the end of the year, they will talk about “Logical Consequences”.

Mr. Medeiros extended a “thank you” to Mr. Nelson and Dr. Frangos for putting together the Responsive Classroom training this year – and with this training 99% of the professional staff will be trained in Responsive Classroom by the end of the school year.

C. Book Discussion

Recommendation: That the School Committee discuss the upcoming book discussion on **October 18th at 5:30pm**

Chairperson Hartley asked the committee their thoughts around process and how the committee might have the discussion on the book they read, “Culturize”.

Dr. Frangos stated they should first have a short discussion on the authors bio and ask the questions – “What are the implications of this text for our school” (meaning Rochester Memorial), and, “What are the implications for our district?”

Ms. Hartley would like the committee to come up with 1 or 2 questions from each chapter, as well as give a brief summary of that chapter. The chapters were divided as follows: Author Bio and Chapter 1 - Ms. Hartley or Ms. Bennett; Chapter 2 – Ms. Fernandes; Chapter 3 – Ms. Rounseville; Chapter 4 – Ms. Rood; and, Chapter 5 – Ms. Hartley.

Other Administrators who will be attending this book discussion are: Dr. White, Dr. Frangos, Mr. Medeiros, and Mr. West.

D. School Improvement Plan

Recommendation: That the School Committee review and approve the School Improvement Plan. Please refer to “RSC 10112018 School Improvement Plan”.

Mr. Medeiros thanked the new members of the School Council – Erica Cecil, Beth Mcklacklan, Elizabeth Wainio (Parent Representatives); Jenna Tavares – Grade 4 Teacher and Forrest Cote – Grade 6 Teacher.

Mr. Medeiros stated that page one of the School Improvement Plan (which is a 2-year plan, 2018-2020) states the “Theory of Action”, which was adopted by the District’s Strategic Plan 2023, and reads as follows:

If we...

provide all students with life and career skills, learning and innovation skills, and technology skills, by integrating these skills into a rigorous and relevant curriculum

and

create a school district environment that broadens our students understanding and appreciation of multiculturalism, diversity, and global awareness by building relationships to establish a

broader community/worldwide network, within and external to the school district and engage and enhance students social, intellectual, interpersonal, and leadership development and skills
and
develop and consistently utilize evidence-based approaches and strategies that foster the social and emotional well-being of students to promote their success.

Then we will...

have provided our Tri-town students with 21st-century academic skills, strengthened their social and emotional competencies and prepared them to be engaged global citizens.

Chairperson Hartley wanted to clarify that this template was from the District's Strategic Plan and that the Action Steps were designed by the RMS School Council.

Mr. Medeiros responded this Plan was put together over the summer by the Administrative Team and there may be areas that are similar to the other districts. Mr. Medeiros brought this Plan back to the School Council to see if there was anything they wanted to add, delete, re-write, edit, etc.

Ms. Hartley would like for Mr. Medeiros to distinguish if an initiative is common to all of the districts, or if it is specific to RMS. Ms. Hartley would also like to hear after the first year – if the Action Step was met or not.

Mr. Medeiros reviewed the Strategic Plan as follows:

Strategic Objective 1: 21st Century Learning for all Students

Strategic Initiative: Life and Career Skills: Expand the opportunity for all students to work collaboratively through project-based learning (PLB) experiences in every subject area and discipline. Executive functioning skills are an essential component of the PBL. (Common to all Districts)

Year 1 (2018-2019) Administration will message to teachers and staff what 21st Century Learning is.

Year 2 (2019-2020) Provide educators with examples of 21st Century Skills and have teachers and administrators incorporate them in to their Goals during the evaluation process.

Strategic Initiative: Learning and Innovation – Engage students in learning that is purposely designed to incorporate 21st- century skills of collaboration, creativity, communication, and critical thinking/problem solving. (Common to all Districts)

Year 1 (2018-2019) Prioritization of 4 C's (Creativity, Critical thinking, Collaboration and Communication) will take place in all schools through staff development and building based PLC's.

Year 2 (2019-2020) Continuation of Learning walks are conducted for the purpose of observing an increase in the extend of gathering student opportunities to use the 4 C's and PBL.

Strategic Initiative: Technology – Support students and educators to use technology to strengthen their ability to research, apply, and communicate responsibly, meaningfully, and effectively. (Common to all Districts)

Year 1 (2018-2019) Grade level teams will examine current opportunities at each level to learn media literacy, information literacy and information tech literacy taking place outside of the library media center.

Year 2 (2019-2020) Provide educators with advanced and innovative examples of Technology Literacies.

Strategic Initiative: Core Subjects – Enhance all curricula by embedding them with 21st century skills and themes. (Common to all Districts)

Year 1 (2018-2019) Teacher leaders will examine the state of curricula with UBD in mind.

Year 2 (2019-2020) Trained UBD (Understanding by Design) teacher leaders will address the holes and gaps that were identified in year one.

Strategic Object 2: Global Citizenship

Strategic Initiative: Global Awareness – Students will learn from and work collaboratively with individuals representing diverse cultures, religions, and lifestyles in a spirit of mutual respect and open dialogue in personal, work and community contexts. A student will understand other nations and cultures, including the use of non-English languages. (Common to all Districts)

Year 1 (2018-2019) Teachers will be provided contractual time to analyze current materials and methods to determine the level of support needed to implement global/multicultural learning.

Year 2 (2019-2020) Teachers will embed global themes and problem-based learning that focuses on global issues, with a priority on the core subjects in at least one content area.

Strategic Initiative: Civic Literacy and Citizenship – Students will participate effectively in civic life through understanding the rights and obligations of citizenship at local, state, national and global levels. (Specific to RMS – in year 2)

Year 1 (2018-2019) By June 2019, teachers and administration will inventory current technology applications as they apply to world language and/or global understandings.

Year 2 (2019-2020) Rochester Memorial will implement at least one new application and/or opportunity for language and/or global study and provide staff with necessary training.

**Chairperson Hartley would like to see these 2 Action Steps be put under “Global Awareness” and have the School Council add 2 Action Steps under “Civic Literacy and Citizenship” on where do we start with educating around citizenship and civic responsibility.

Strategic Initiative: Personal Responsibility – Students will act responsibly with the interests of the larger community in mind while demonstrating personal integrity, honesty, and ethical behavior. (Specific to RMS)

Year 1 (2018-2019) A Pre-K through 6 vertical team consisting of members: Jenna Tavares, Jamie Alves, Amanda Audette, Melissa Weigel and Jim DellaCioppa, will meet with the Assistant Supt. Of Curriculum, Instruction, & Assessment to articulate the District’s social studies and civics curriculum.

Year 2 (2019-2020) The Pre-K-12 vertical team will meet to determine the curriculum goals and standards by grade in alignment with the state.

Strategic Initiative: Empathy – Students will demonstrate an understanding of others’ perspectives and needs while listening with an open mind to understand others’ situations. (Specific to RMS)

Year 1 (2018-2019) The RMS participants in the 2018 Anti-defamation training will meet to identify and develop an action plan for comprehensive staff education to be used with students.

Year 2 (2019-2020) Per action plan staff will participate in at least one sensitivity training that will be incorporated with students into SEL instruction in the classroom.

Strategic Objective 3: Social and Emotional Learning

Strategic Initiative: Relationships – Build strong, positive relationships with each student and focus on the student as an individual to build a sense of belonging and engagement. (Specific to RMS)

Year 1 (2018-2019) Ensure implementation and utilization of best practices of RC PreK-6th Grade at RMS.

Year 2 (2019-2020) 100% of the PreK-6 teachers at RMS will be trained in RC.

Strategic Initiative: Behavior Management – Develop and expand effective and consistent discipline practices, expectations, and teacher language throughout our learning communities. (Specific to RMS)

Year 1 (2018-2019) Explore research-based and evidenced-based discipline practices; identify and examine current discipline practices at RMS.

Year 2 (2019-2020) Examine and update the Rochester Memorial code of conduct/student handbook.

Strategic Initiative: Partnerships – Enhance family and community engagement opportunities, communications and practices. (Specific to RMS)

Year 1 (2018-2019) Explore and share out current family engagement practices and initiatives at RMS.

Year 2 (2019-2020) Identify other research-based effective and successful family engagement practices. Analyze and evaluate current district-wide and building-wide data on family engagement. RMS will offer at least three family engagement opportunities based on data review.

Strategic Initiative: Safety and Security – Identify and enhance effective and comprehensive safety and security measures. (Common to all Districts and Specific to RMS)

Year 1 (2018-2019) Research best practices for school-wide safety and security. Review the current RMS crisis plans. Continue to conduct ALICE Trainings/Drills and Fire Drills on a regular basis. Continue to update staff and students on relevant information related to school safety. Continue to evaluate necessary building infrastructure related to school and building safety.

Year 2 (2019-2020) Research best practices for school-wide safety and security. Update current RMS crises plan incorporating research-based best practices and procedures. Continue to conduct ALICE Trainings/Drills and Fire Drills on a regular basis. Continue to update staff and students on relevant information related to school safety. Explore best practices related to personal safety for staff and students. Continue to evaluate necessary building infrastructure related to school and building safety.

MOTION: by Chairperson Hartley to approve Rochester Memorial’s School Improvement Plan (2018-2020) with the exception of the area “Civic Literacy & Citizenship” as we discussed, which we will come back to it at a later date to be approved.

SO MOVED: Ms. Fernandes

SECOND: Ms. Rounseville

IN FAVOR: All

OPPOSED: None

MOTION PASSED

*Note: The revised and complete School Improvement Plan will be placed on the Rochester Memorial’s School Website for your convenience.

V. New Business

C. Business

1. Financial Report

Dr. White reported the following:

In program 010 – “All Staff” line has a balance of \$97,654. Dr. White will be shifting those funds to the appropriate lines to pay staff accordingly before the next meeting.

In program 037 – “Textbooks” line is in deficit of \$8,124.32. Dr. White stated this line is for the “Go Math” licensure – Dr. Frangos supported this program partially through a grant (\$9,000.00) and Dr. White will have to find funds within the budget to support the balance of this program.

In program 088 – “Heat” line – Dr. White encumbered the \$60,000 leaving a balance at zero.

In program 097 – “Programs with Others” line – Dr. White encumbered the amount originally budgeted, \$157,600 to Bristol Agricultural – and informed the committee that there is an additional \$40,000 that will need to be transferred to this line from other programs for 2 additional students.

In programs 102 and 103 – “Paraprofessional” lines, the two negative lines will be offset from grants. (negative \$9,000.00 in 102; and negative \$41,757 in program 103).

Dr. White stated we have been able to make some adjustments in the Special Ed program that has allowed us to bring back students to the district, which will save us some money from the Special Ed account, and the shortage of funds will come from the out of district tuitions to the regular education budget.

CHAIRPERSON’S REPORT:

Chairperson Hartley noted that she is very pleased to receive through emails the weekly Central Office Administrator’s reports. The rest of the committee was very pleased as well.

CENTRAL OFFICE ADMINISTRATOR REPORT:

Dr. White stated the position for School Business Administrator has been posted. Dr. White has asked the committee for one person to sit on the School Business Administrator’s Selection Committee. Dr. White stated he wrote the ad stating - until the position is filled.

Dr. White also stated the transportation bid is coming up, and he would like a representative from each of the school committees sit to review the contract(s) and come up with any additional requests they would like added to the contract(s), ie: cameras, Wi-Fi, etc.

Dr. White stated for the transportation bid, he would like to meet over the next two months to have the bid put together by the first part of January, so that he can get it back by March to have the school committee’s vote for the next fiscal year.

Ms. Hartley and Ms. Rood has offered to assist with the School Business Administrator position and Ms. Rounseville has offered to assist with the transportation bid.

PRINCIPAL’S REPORT:

Chairperson Hartley requested to review the list of Fundraiser/Events Dates with Mr. Medeiros at this time to make sure it is clear as to what is a “fundraiser” and what is an actual “event”:

September

Believe in Kids Fundraiser – Fundraiser

October

Family Photo Shoot – Fundraiser

Trunk or Treat – Fundraiser/Event

Halloween Dance - Fundraiser/Event

November

Candy Bingo – Event

December

Holiday Workshop – Event

March

Talent Show & Auction – Fundraiser

Mr. Medeiros noted Project Grow holds 2 Fundraisers as well, and there may be an additional fundraiser request for a yearbook or Sargent’s Camp.

Mr. Medeiros introduced Amy Tomkiewicz, Co-President of Rochester Memorial’s PTO, who is here tonight to introduce a new fundraiser – “Booster-Thon”. A presentation was given on the “Booster-Thon” fundraiser as follows:

Booster-Thon is an 8-day fundraiser program that incorporates character enrichment with a school-wide fundraiser. Student's will be receiving a STEAM-based curriculum – teaching different character lessons each day. Sippican raised over \$16,000 in 8 days. A pep rally is held on the first day (showing a 10-minute interactive video on the program); the next six days (each day for approximately 12-15 minutes during a time selected by the Principal, usually during lunch) they provide 25 young individual educators on site teaching character lessons and motivating students to get pledges. This is a community fundraiser whether students get pledges or not. All students can take part of this event. Students will learn how to solve problems with character, learn about teamwork, zest, growth mindset, self-awareness and creativity. On the 8th day, all of the students will participate – students will run through the “fun tunnel” and move for 30 minutes. This is not a race – students can walk should they choose to – everyone starts together, and everyone will finish together as a TEAM!

Mr. Medeiros spoke with Mr. Woodward, who was very excited about the fundraiser/event, and requested that it be done in tandem with the “Fitness Fun Run” which is held in late May.

Chairperson Hartley entertained a Motion to approve the Booster-Thon.

MOTION: by Ms. Rood to approve the Booster-Thon on behalf of the Rochester Memorial's PTO.
SECONDED: Ms. Rounseville
IN FAVOR: All
OPPOSED: None
MOTION PASSED

Mr. Medeiros stated the following for his Principal's Report:

The School Council held its first meeting on October 1st - they discussed and approved the new two-year RMS School Improvement Plan – next meeting is scheduled for November 5; the Rochester Police Department conducted an A.L.I.C.E. training for all staff on September 19 – Sargent Flynn presented important logistical information, and the staff participated in a barricade drill, as well as a counter exercise; Parent/Teacher conferences will take place on October 25 and 26; RMS has 8 staff attending the Calmer Choice Mindfulness workshop starting on October 11; the Next Generation MCAS 2.0 parent reports were mailed to parents/guardians of students in grades 4-6 on October 4; and, RMS will host their annual Title 1 Parent meeting on October 24.

VIII. School Committee

B. Committee Reports

1. Budget Subcommittee

Chairperson Hartley stated they have not met.

2. ORR District School Committee

Chairperson Rood stated they meet on October 24th.

3. SMEC

Ms. Fernandes stated they met on September 26, 2018 and the following was discussed:

1. Minutes of SMEC May 30, 2018 meeting were approved, as submitted.
2. Minutes of the OPEB May 30, 2018 meeting were approved, as submitted.
3. The first meeting of the Board following the first of September is designated as the annual meeting of the Board during which nominations and election of officers are held. Board officers, as elected include:
 - a. Chairperson: Christopher Smith
 - b. Vice Chair: Michelle Smith
 - c. Collaborative Treasurer: John Nunes

- d. Board of Secretary: Catherine Cooper
- e. Payroll and warrant signatories: Donna Mckenna, Christopher Cotter
4. Staff Appointments and Reductions were accepted and placed on file, as submitted.
5. Policy Revision: The Personal Leave Policy was amended to include, "Personal Leave that is not utilized during a fiscal year will convert to sick leave to be added to the employee's sick leave accrual at the start of the subsequent fiscal year (year-round employees) or school year (school-year employees). All sick leave policy provisions will apply to time converted. Personal and sick leave have no cash value."
6. Maternity Leave request: one employee requested maternity leave, which was approved, as submitted, and placed on file.
7. Retirements: two employees gave notice of impending retirements.
8. DESE Financial Office's recent Compliance Audit Report was reviewed, accepted, and placed on file. No recommendations were offered by DESE.
9. Executive Director Evaluation Recommendation: Catherine Cooper's Summative Evaluation Form submitted by the representative of the Evaluation Subcommittee was approved and placed on file.
10. Discussion item: Many new referrals from non-member districts.
11. The next scheduled SMEC Board meeting is Tuesday, October 30, 2018 at 5:30.

4. READS

Dr. White stated the major conversation that was discussed was a building expansion and trying to address how to fund it; as well as an enrollment status update.

5. Tri-Town Foundation

Ms. Rounseville stated they met on the 13th and they announced two new Co-Chairs – Erin Bednarczyk and Rachael Westgate and stated that Erin has been updating and revising their website and has put on a donation link on the website; Dr. Frangos suggested looking into "Student Produced Videos"; discussions were held on the financials – noting currently The Tri-town Foundation is managed by Community Foundation, who use to come to meetings frequently to give quarterly reports but have not attended lately - they will be inviting them to the next meeting scheduled on November 14. Ms. Rounseville stated grant applications will be going out after the first of the year and the foundation is going to be receptive to applications also involving Community & Family Engagement.

6. Early Childhood Council

Have not met.

7. Policy Sub-Committee

Have not met.

IX. Future Business

A. Timeline

Chairperson Hartley reported:

The next meeting of the Rochester School Committee is Thursday – November 15, 2018 @ 6:30pm and will be held at the Rochester Memorial School – 16 Pine Street, Rochester, MA.

The next meeting of the Joint School Committee is Thursday – December 13, 2018 @ 6:30pm and will be held in the Media Room of the ORR Jr. High School – 133 Marion Road, Mattapoisett.

B. Future Agenda Items

- MCAS Results Report (November/December – depending upon receipt of results)
- Initial Budget Review (January)
- School Lunch Statement (January/June)
- Approval of Chairperson's Annual Report (February)

- Interim report on School Committee progress toward goals (February)
- Budget Approval (public hearings) (February)
- School Choice Public Hearing (May)
- Administrator Contracts (May)
- School Committee Reorganization (May/June – depending on election date)
- Approval of new School Council goals (June)

X. Open Comments

Chairperson Hartley introduced Rochester Selectman Board Member, Woody Hartley, who came to the meeting tonight to talk about the “Green Communities” initiative that is going on in the Town of Rochester.

Mr. Hartley stated the Town of Rochester has put together a team consisting of a member from each of the following boards – Planning Board, Selectmen Board, the Building Commissioner, Facilities Manager and Conservation Agent.

Mr. Hartley stated the “Green Communities Act” was created in 2008. Mr. Hartley stated that money goes into a fund that comes from the energy companies that do business in our state, and that this money is available to every community and district that becomes a “Green Community”.

Mr. Hartley stated in order to get that money, the state wants us to do a few things first.

Mr. Hartley stated at the Special Town Meeting which is taking place on November 19th, there will be several articles that are going to need to be voted on that will allow us to become a “Green Community”.

Mr. Hartley further stated there will be three (3) by-laws that need to be passed in order to become a “Green Community” - two zoning by-laws that will require two-thirds majority vote to pass, as well as one by-law that will require 50% of majority to pass. Mr. Hartley stated the three items to be voted on are: 1. The Zoning Board will create a specific place in town where up to a 250-watt solar farm could be built (only one place in town); 2. Designate a smaller research and development facility; and 3. Building codes will adapt a “stretch building” code, where any new homes built in the Town of Rochester in the future may have to follow a few more stringent rules that may cost the homeowner additional funds, but at the same time, there will be a certified test performed on that home to document its energy efficiency which will make the homeowner eligible for energy rebates.

Mr. Hartley stated last year the Governor disbursed 14.6 million dollars to “Green Communities” and noted if the above three by-laws are passed, we can become eligible to become a “Green Community” and receive a grant in the amount of \$125,000 (plus a little more depending on the formula they use), that would be used to do an audit on all of our buildings, including our school, to analyze how much energy is being used, etc. Mr. Hartley stated that our school is not a new building any longer and there is a lot more energy being used with all the new technology, etc.

Mr. Hartley stated this program has existed for 10 years, and there is no sign that it is going to stop and if something goes haywire, we can opt out at any time. Mr. Hartley stated out of 351 communities, 251 communities are in this program. Mr. Hartley said you can google “Green Communities” and find out what every community has received and when they became a part of the “Green Community”. Mr. Hartley concluded the first step is to come to the town meeting on November 19th to vote on the three by-laws that have to pass first.

XI. Information Items

LIST OF DOCUMENTS USED AT THE MEETING

Rochester School Committee Meeting Agenda – October 11, 2018

Meeting Minutes of August 29, 2018

School Business Administrator’s Report – August, 2018

Food Service Director Report – August, 2018

Food Service Profit & Loss Statement – August, 2018

Facilities Director Report – August, 2018

Principal’s Report – August, 2018

MOTION: by Chairperson Hartley to adjourn the meeting at 8:35pm
SO MOVED: Ms. Fernandes
SECONDED: Ms. Rounseville
IN FAVOR: All
OPPOSED: None
MOTION PASSED

Respectfully Submitted,

Toni M. Bailey, Recording Secretary