

MINUTES OF REGULAR MEETING  
OF THE  
DARTMOUTH SCHOOL COMMITTEE

September 25, 2017

The warrants for bills payable were reviewed and signed by the School Committee.

**CALL TO ORDER**

The meeting was called to order by Chairperson Dr. Shannon Jenkins, at 6:30 p.m. in the Community Room at the James M. Quinn Elementary School. She noted that the meeting was being videotaped for future broadcast over DCTV and is aired on Wednesday and Friday evenings and, also, the DHS YouTube channel

Present were the following members: Mr. Oliver, Dr. Karafotis, Mrs. Amaral, Mr. Nunes, and Dr. Jenkins.

Also present: Dr. Gifford, Ms. Roy, Mr. Kiely, and Mrs. Boucher.

Visitors present: Mrs. Oliveira, Mrs. Townson, Mrs. Jodoin, Mr. Thibault, Mrs. Pavao, Mrs. Correia, Mr. Grandfield, Mrs. Thomas, Mrs. Yermalovich, Mrs. Brooks, Mr. Porter, Mrs. McHenry, and also members of the community.

**PUBLIC COMMENT**

No public comment was offered on any agenda item.

**APPROVAL OF MINUTES**

Mr. Nunes moved, seconded by Mr. Oliver to approve the Regular Session Minutes of September 11, 2017. The motion carried unanimously.

Mr. Nunes moved, seconded by Mr. Oliver to approve the Executive Session Minutes of August 22, 2017 with the condition that they be held until the matter/s for which the session was requested have been settled. The motion carried with Dr. Karafotis and Mr. Nunes abstaining due to their absence at the meeting.

**STUDENT REPRESENTATIVE REPORT**

A student representative has been selected to report on the activities taking place at Dartmouth High School. However, the student was unavailable to attend this evening's meeting.

## **PRESENTATIONS:**

### **School Improvement Plan – Andrew B. Cushman School**

Early Childhood Director Melissa McHenry addressed the Committee with an update on the Andrew B. Cushman School Improvement Plan for the 2017-2018 school year. The areas of focus are Teaching and Learning, Access and Equity, and Community Engagement. (Copy of the School Improvement Plan is available by contacting the Superintendent's Office.)

Committee members offered the following comments:

Mr. Oliver thanked Mrs. McHenry for her great presentation. "I have had the opportunity to review your School Improvement Plan. I love the idea of a parent resource room! Great job!"

Dr. Karafotis stated, "this is a blueprint for the future and what you want to accomplish. Where do you find the time? The plan looks great!"

Mrs. Amaral stated, "I love the work taking place with students who are experiencing sensory needs. Great that it is written into the plan."

Mr. Nunes also praised Mrs. McHenry on a great presentation. He was happy to see that teachers are presenting professional development opportunities to fellow staff members.

Dr. Jenkins stated, "this is great! You are doing a wonderful job!"

### **School Improvement Plan – Joseph DeMello Elementary School**

Principal Catherine Pavao and Assistant Principal Elizabeth Correia addressed the Committee with the Joseph DeMello Elementary School's School Improvement Plan for the 2017-2018 school year. Mrs. Correia outlined the action steps proposed in the areas of Teaching and Learning; and, Mrs. Pavao outlined the action steps proposed in the areas of Access and Equity and Community Engagement.

Committee members offered the following comments:

Mr. Nunes stated, "great job! I am very impressed with the instruction being provided by the Instructional Technology Specialist, Joshua Rodrigues." Mrs. Pavao agreed and added, "he meets with twenty-one (21) classes and co-teaches. He is a wonderful addition to our staff."

Mrs. Amaral stated that her daughter loves Mr. Rodrigues and is very excited with everything she is learning in the area of technology from him.

Dr. Karafotis praised Mrs. Pavao for reviewing the accomplishment that have taken place at the school. "The way you are proceeding is great!"

Mr. Oliver echoed the praise of his fellow Committee members. "It is great that you are providing more professional development opportunities."

### **School Improvement Plan – George H. Potter Elementary School**

Principal Heidi Silva Brooks and Assistant Principal Rick Porter addressed the Committee with the George H. Potter Elementary School's School Improvement Plan for the 2017-2018 school year.

Mrs. Brooks stated that the Potter School has participated in Junior Achievement for the second year working with students in Grades K-5. "The real world connections are like none other."

Mrs. Amaral stated that she is very pleased with the great work taking place in the schools. "I love that you are bringing in Junior Achievement. I am also very supportive of the efforts on behalf of students in tier three."

Dr. Karafotis stated, "great work is being done at the Potter School. I love the emphasis on the social/emotional needs of the students."

Mr. Oliver inquired, "now that PBIS has been used for 8 years, have you found a difference and if so, what difference to you see?"

Mrs. Brook responded, "the PBIS program has absolutely made a difference at the Potter School. It has provided both staff and administration the tools to identify problem behaviors. It gave us a better focus. Our staff does not easily give up. They ask for help."

Dr. Jenkins stated that she is very impressed with the way the curriculum is being enhanced.

Mr. Nunes commended Mrs. Brooks and Mr. Porter for the excellent School Improvement Plan.

### **School Improvement Plan – James M. Quinn Elementary School**

Principal Kyle Grandfield and Assistant Principals Audra Thomas and Stephanie Yermalovich addressed the Committee with the James M. Quinn Elementary School's School Improvement Plan for the 2017-2018 school year.

Mr. Grandfield stated, "the focus is on how to support the child as a whole".

Mrs. Yermalovich stressed the importance of the PTO and the support they provide the Quinn community.

Dr. Karafotis was very happy to see the level of collaboration among each other. "Great job!"

Mr. Oliver was also very complimentary on the great things taking place at the Quinn School. "Lots of moving parts! I am very impressed with your instructional team meetings. What better way to solve a problem than to bring everyone together."

Mr. Nunes agreed with the comments of his fellow Committee members. "I like the openness

Of the meetings and brainstorming of ideas. I'm thrilled with the energy of Trisha Leary!"

Mrs. Amaral stated that she loves the school motto – "I respect you, I respect me, I respect everything I see". She is very happy to see vertical teams across the grade levels. "I love the emphasis on the whole child building upon their strengths."

Dr. Jenkins stated that she is very excited to see the "differentiated instruction across the curriculum".

### **PRESENTATION:**

#### **Coordinated Program Review**

Pupil Support Services Administrator Elizabeth Cabral-Townson updated the Committee members on the results of the recent Coordinated Program Review which was conducted in the areas of Civil Rights, Special Education, and English Learner Education.

The components of the Coordinated Program Review consisted of the following:

- Review of Student Records
- Student Identification and Program Placement
- Parent & Community Involvement
- Curriculum and Instruction
- Student Support Services
- Faculty, Staff & Administration
- School Facilities
- Program Evaluation
- Record Keeping and Fund Use

Mrs. Cabral Townson was pleased to report that the district received a rating of "implemented" for all special education criteria and most of the civil rights and ELL criteria with some minor findings of partial compliance noted which are being addressed this year.

Committee members all congratulated Mrs. Cabral Townson and all staff members who participated in this very time-consuming and detailed process.

### **RESOLUTION**

#### **18-6 Resolution Awarding a Contract for the Roof Replacement to the Dartmouth Middle School**

WHEREAS: Bid invitations for Roof Replacement to the Dartmouth Middle School were duly advertised and the six (6) bid proposals received were opened at 2:00 p.m. on September 19, 2017 and;

WHEREAS: The bids from all responding bidders were reviewed and the lowest responsive and responsible bidder that met the published specifications was Greenwood Industries, Inc;

Therefore, be it

**RESOLVED:** That a contract for the Roof Replacement to the Dartmouth Middle School be awarded to Greenwood Industries of Worcester, MA based on Dartmouth Public Schools specifications dated August 16, 2017.

Mr. Nunes moved, seconded by Mrs. Amaral to award a contract to Greenwood Industries of Worcester, MA in the amount of \$3,361,000 for the roof replacement to the Dartmouth Middle School according to the published bid specifications. The motion carried unanimously.

Discussion followed.

Mr. Nunes stated he was very pleased with the bids received – “fantastic bids!” “We will be receiving fifty (50%) percent reimbursement from the Massachusetts School Building Authority.”

Mr. Kiely stated that the bid came in at 70% of what was budgeted. However, there are other expenses to be considered. “We are under \$4.5 million for this project. Town Meeting members authorized \$5,895,000.”

Mr. Oliver inquired as to whether the awarding of this bid would put us on track for commencement of the project in late spring or early summer. Mr. Kiely responded that some work will be done during the April 2018 school vacation but the bulk of the work will be performed during the summer of 2018. This is a project that is much needed.”

Dr. Karafotis inquired as to whether the project would be completed by the end of the summer. Mr. Kiely responded, “we are hoping for substantial completion”.

### **OLD BUSINESS**

**Turf and Field Committee – Update:** Mr. Kiely updated Committee members on the discussion held at the recent meeting of the Turf and Field Committee.

“Several communities with turf fields were investigated and it was determined most of these projects did not incorporate a great deal of fundraising. Discussion of the members took place and were happy to learn that the \$50,000 recommended was going to be on the fall town meeting warrant. The focus is to obtain the \$50,000 and draft a RFP and hire an architect.”

Dr. Jenkins and Mr. Oliver both expressed their opinion that priority number one is to re-appropriate any remaining funds from the middle school roof project.

Mr. Kiely stated that he will be preparing a report to be presented to the town meeting members in October.

### **NEW BUSINESS**

**Superintendent's Update:** Dr. Gifford reported on the following:

- Smart goal development.
- After school professional development is excellent. Feedback has been very good.
- Highland Institute work has begun. The decision has been made to forego work with at the elementary level at this time. Professional development will be held with the administrators.
- Updating our strategic plan and will be presenting the results and our overview for the future at an upcoming meeting.
- The high school has instituted "pineapple charts". This allows teachers to invite other teachers and administrators into their classrooms for specific instructional lessons. It inspires a culture of collaboration.
- The appointment of Kate Genthner as the new Secretary to the Superintendent and School Committee. Kate has served the district for the past six years as Secretary to Mr. Kiely.

**REPORT OF THE CHAIR**

- Dr. Jenkins thanked Joan Boucher for her 18 years serving the district as Secretary to the Superintendent and School Committee. Each Committee member personally thanked Joan for her dedication and service.
- The Annual Spelling Bee will be held on Thursday, November 2<sup>nd</sup>. Anyone interested in forming a team to participate in this great fundraising event is urged to contact Dr. Jenkins.

**ADDITIONAL COMMENTS**

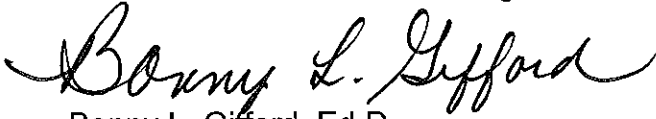
- Mr. Nunes stated the annual US Band Show will be held on Saturday, September 30<sup>th</sup>. Gates open at 5:00 p.m. and the Dartmouth High School Band will be performing at 9:25 p.m. Please come out and support these hardworking students!
- Mrs. Amaral reported that SEPAC will hold their first meeting on Thursday, October 5<sup>th</sup> from 6:00 – 7:30 p.m. at the Potter School. Parents are welcome to attend.
- Mrs. Amaral reported that the 5<sup>th</sup> Annual Resource and Craft Fair will be held on Sunday, October 22<sup>nd</sup> at Dartmouth High School. 150 tables of important and valuable information will be available!
- A working session of the School Committee will be held on Monday, October 2<sup>nd</sup> in the Community Room at the Quinn School at 6:00 p.m. to discuss the Facilities Master Plan with representatives of SMMA.

**NEXT MEETING**

The next regular session of the School Committee will take place on Monday, October 16, 2017.

Mr. Nunes moved, seconded by Dr. Karafotis, to adjourn to Executive Session at 8:04 p.m. to discuss strategy with respect to contract negotiations with union personnel. The Committee will not be returning to Open Session. On a roll call vote, the motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bonny L. Gifford". The signature is written in black ink and is positioned above the printed name and title.

Bonny L. Gifford, Ed.D.  
Superintendent