

**MINUTES OF REGULAR MEETING  
OF THE  
DARTMOUTH SCHOOL COMMITTEE**

**February 12, 2018**

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 of the James M. Quinn Elementary School. She noted that the meeting was being videotaped for future broadcast over DCTV, which is aired on Wednesday and Friday evenings, and the DHS YouTube channel.

Present were the following members: Dr. Jenkins, Mr. Nunes, Mrs. Amaral and Dr. Karafotis. Dr. Jenkins noted that Mr. Oliver could not attend tonight's meeting due to a work commitment.

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

Visitors present: Mrs. Townson, Mr. Thibault, Ms. Chavier, Mr. Martin, Mrs. Brooks, Mr. Porter, Mr. Grandfield, Mrs. Yermalovich, Mrs. Correia, Mrs. McHenry, Darren Doane, Carl Robidoux, William Kingsland, Helen Mitchell and members of the community.

**PUBLIC COMMENT**

Dr. Jenkins invited anyone in attendance to the podium to offer comments regarding any matter on the evening's agenda with the exception of School Choice as that matter would be addressed at the Public Hearing scheduled to commence at 6:45 p.m.

Renee Vieira, Dartmouth Educators Association President, Dartmouth high school teacher and parent addressed the committee concerning the FY19 school budget emphasizing the need for a female physical education position as well as noting the large class size in many of the AP and honors classes at the high school and a reminder to consider class size this year, more so than others, as the high school will be implementing a new schedule format in the 2018-2019 school year.

Kathleen Baldwin, occupational therapist for the Dartmouth Public Schools, addressed the committee on the matter of the proposed FY19 school budget and the District's proposed therapeutic program to be located in the Quinn School. Ms. Baldwin cited issues to consider when implementing this kind of program specifically the training of new and current staff members, teacher assistants and substitute teachers. Ms. Baldwin referred to a letter she will be forwarding to the members of the committee and district administrators wherein she explains these concerns and matters for consideration and stated her readiness to work with the District to help facilitate the successful implementation of this therapeutic program.

**PUBLIC HEARINGS**

**Participation in School Choice – 2018-2019**

Dr. Jenkins opened the Public Hearing on School Choice for the 2018-2019 School Year at 6:45 p.m. Dr. Jenkins invited those wishing to speak on the matter to come to the podium and to state his/her name for the record.

Renee Vieira, Dartmouth Educators Association President, Dartmouth high school teacher and parent, reiterated her concern about class size and the effect school choice may have on the class size of those courses offered to upperclassmen. Ms. Vieira suggested the district forgo school choice for the next school year while the high school implements its new scheduling format.

Ms. Vieira asked for confirmation of her understanding that school choice funds do not go directly to the high school.

Dr. Jenkins responded that school choice funds are not strictly dedicated to the high school adding that FY19 budget presentation will address the matter of school choice funds.

Dr. Jenkins reported there are 21 school choice students in 9<sup>th</sup> grade, 31 school choice students in 10<sup>th</sup> grade, 7 school choice students in 11<sup>th</sup> grade and 1 school choice student in 12<sup>th</sup> grade.

Dr. Jenkins asked if anyone had any further comments to make on school choice. Hearing none.

Dr. Jenkins closed the public hearing on school choice at 6:50 p.m. and reopened the regularly scheduled school committee meeting.

### **APPROVAL OF MINUTES**

Mr. Nunes moved, seconded by Mrs. Amaral to approve the Regular Session Minutes of January 8, 2018. The motion carried with Dr. Jenkins abstaining from voting citing she was not present at the January 8<sup>th</sup> meeting.

### **PRESENTATIONS**

#### **SPOTLIGHT ON KIDS – Dartmouth Middle School**

Dr. Jenkins invited Darren Doane, the Dartmouth Middle School Principal, to present the middle school's "Spotlight on Kids" segment.

Mr. Doane thanked the Committee for allowing the Middle School to make its presentation highlighting the use of technology in the classroom. Mr. Doane introduced Helen Mitchell, middle school instructional technology specialist, and the following students who were in attendance and contributed to the segment: Ava Ashton, Nicholas Fonseca, Sorelle Lawton, Jillian Leary, Gabriella Santos and Katherine Smith.

Ms. Mitchell presented a video wherein students provided examples and explanations as to the various uses and benefits of technology in the classroom including computer science classes, digital literacy classes, the use of virtual reality in instruction and the blended-learning model.

Ms. Mitchell asked the committee if they had any questions for the students while she prepared the virtual reality portion of the presentation.

The Committee congratulated the students on their wonderful presentation.

Jillian Leary, a middle school eighth grader, explained how technology has helped her with her classwork citing specific software programs such as Google Docs, Newsela and Kahoot and noting that some instructors have said technology has helped to improve students' grades.

Mr. Nunes asked about “skyping with other schools” which was mentioned in the video presented.

Ms. Mitchell explained that Ms. Gardner, the middle school teacher/librarian, has connected with schools around the country noting “mystery” skypes during lunch time wherein students had to ask questions of the other school’s students to figure out where they were located.

Gabriella Santos, a middle school eighth grader, stated she came from a small private school that had very limited technology and when she came to Dartmouth the amount of technology used in instruction helped to increase her level of understanding by engaging her through software programs like edupuzzle.

Katie Smith, a middle school eighth grader, noted how software programs like SumDog and BuzzMath has helped her with math and how teachers can make learning more fun by creating games where students compete which helps with quizzes and tests and makes learning more interactive.

Dr. Jenkins noted that some of this technology comes through DEF grants and reminded people to submit proposals during the next round of competition.

Students presented committee members and district administrators with virtual reality glasses for their use while Ms. Mitchell demonstrated how these glasses are utilized with the assistance of Google Expeditions (VR software) to elevate the level of learning.

Dr. Karafotis asked if all eighth grade students had access to this program.

Ms. Mitchell responded yes.

Ms. Mitchell added that while the integration of technology with instruction has been “phenomenal” the conversation between the instructor and the students has not suffered but has only been enhanced.

Mr. Doane concluded the presentation by thanking the committee not only for its time this evening but for its support of technology initiatives.

#### **FY19 Budget Presentation:**

Dr. Gifford and Mr. Kiely presented the proposed FY19 school department budget to the committee for its review. Dr. Gifford prefaced the presentation noting central administration had met with directors, school principals and the budget sub-committee separately and then again as a team to give everyone a sense of the direction of the budget with the resources available and to show how it aligns with the district’s core beliefs and strategic plans.

Mr. Kiely stated that much work has been done analyzing the needs based proposals submitted by school administrators adding that his presentation includes proposals that were funded and those that were not.

Mr. Kiely stated that his presentation illustrates all the information that guides the administration in the budget decision making process.

Mr. Kiely reported that the FY19 proposed budget is \$43,085,964; noting the categorical and percentage breakdown: Instruction (including teachers’ salaries, principals, teacher assistants, professional development, special education services, supplies and books) which represents 75%; Other services (including transportation, attendance, health and other co-curricular activities) represents approximately 10%; Maintenance and utilities (including maintenance and custodial personnel and related costs)

represents 9%; Administration (including district administration, technology district systems and legal costs) represents 3% and Tuitions (includes student out-of-district placement) represents 3%.

Mr. Kiely noted this year's budget proposal is consistent with last year's. Some increases were due to contractual obligations concerning salary increases. In other areas such as maintenance and utilities there was a decrease due to energy efficiency projects as well as signing a long term contract for the purchase of natural gas.

The greatest increase was in Other Services which includes regular and late transportation services. Mr. Kiely stated it is important to note that the contract for regular and late transportation is level priced for three years. Tuitions decreased which is due in large part to the proposed therapeutic program.

Mr. Kiely listed and explained the budget recommendations which included instructional additions, noting those positions that will be associated with the proposed therapeutic program as well as adding a full time district social worker, a new part-time physical education teacher at the high school and changing the school year secretary position at Cushman school to a full year position.

Mr. Kiely noted as a result of some of these budget proposals some positions were reallocated including reducing the number of PASS classes at Quinn from three to two with a reallocation of staff related to that program. The high school has two one-to-one teacher assistant positions whose students will be graduating consequently those positions will be reallocated.

Mr. Kiely listed the budget requests that the district was not able to fund due to the overall budget constraints which amounted to \$779,008 or a 1.9% budget increase.

Mr. Kiely added that some non-funded position proposals such as social workers and behavior specialists can be addressed, to some extent, through the proposed therapeutic program.

Mr. Kiely reported that school choice funds along with the work force investment grant and capital improvement funding would be used to build an innovation lab at the high school as well as renovate the media center at the middle school and to help implement one to one computing at the high school.

Mr. Kiely added that school choice funds would be used to pay for the behavior analyst position that would be affiliated with the proposed therapeutic program at the Quinn school as well as several stipend positions, some of which are already being supported with school choice funds, and professional development.

Mr. Kiely stated despite the challenges faced in developing the FY19 budget the district was able to incorporate some savings, mainly through tuitions, and by reallocating resources in order to best serve the needs of students.

Mr. Kiely concluded by stating there is detail and back up information in the budget binders provided to the committee members.

Mrs. Amaral asked how a position that was funded with school choice funds be able to sustain itself if school choice was not voted to continue.

Mr. Kiely stated that that is a concern adding that the program would not be able to go forward at this time without school choice funding as there is no room in the budget to absorb the program's cost.

Mrs. Amaral stated she is worried the transition of students, who are currently placed out-of-district, in to the new program might not go so smoothly.

Dr. Gifford responded that we share this concern.

Dr. Gifford clarified the program was being created not only to bring students back to the district but to service those students currently in the district and to expand services so as to retain those students with the services they need to succeed.

Dr. Karafotis commented that she is supportive of a program that will work to keep students within their local school district however she noted her concern with the placement of the program at the Quinn school and the additional demands on the teaching staff.

Mr. Nunes congratulated the district on its budget efforts and would like some more information on the proposed new program.

Mr. Kiely clarified a committee concern that the increase in state aid is school choice money the net to the Town is less than a \$60,000.00 and to the school district is around \$40,000.00 any increase must come from elsewhere.

Dr. Jenkins noted that the principals are holding back on some wants and needs because of the lack of funds to put towards those requests.

Mrs. Amaral asked for clarification on position reduction and reallocation.

Dr. Gifford responded stating that once it is known whether or not the program will be going forward positions will be posted as necessary.

Mr. Kiely added that contractual requirements must be followed.

Mrs. Amaral asked if the district had "faith" that it was prepared to start the new therapeutic program this September and whether or not it would be possible to conduct professional development and program development in preparation for implementing a new therapeutic program at a later time.

Dr. Gifford stated that the district does have faith that it is prepared to go forward adding that the district has been working on implementing this program for three years.

Dr. Jenkins asked Mr. Kiely to remind the committee of the budget timeline.

Mr. Kiely responded by providing the current budget timeline including the public hearing set for the next school committee meeting scheduled for March 5<sup>th</sup>.

### **STUDENT REPRESENTATIVE REPORT**

New Student Representative Charlotte Correiro, a junior at Dartmouth High School, reported on activities taking place at Dartmouth High School.

- Twenty students under the direction of Lead Physical Education and Health Teacher Mr. Mark Gaffney "kicked-off" "Game Change Week of Awareness" this week. The program, sponsored by the MA Attorney General's Office and the New England Patriots Charitable Foundation, is helping to increase awareness of and eliminate relationship violence, harassment and abuse. This

program is available to Dartmouth students because of Mr. Gaffney's work in securing a grant which provided training as MVPs - mentors in violence prevention - for these twenty students as well as himself.

- Congratulations to the Dartmouth High School Robotics Teams and Mr. Brodsky who secured opportunities this past weekend to compete at the state level.
- 30 Dartmouth High School students recently have been named scholastic art and writing award winners.
- Last week nearly 200 high school students took the MCAS biology exam.
- Over the past two weeks the high school held its Semester Two Open House and Program of Studies as well as its Showcase Evening for the incoming class of 2022.
- National Honor Society members will be hosting its Senior Sweetheart Dance this Wednesday, February 14<sup>th</sup> at the Senior Center.
- Saturday, February 24<sup>th</sup>, the band will be hosting the NESBA Home Show with the Dartmouth's first color guard performance expected to begin around 3:15 p.m.

## **RESOLUTIONS**

### **RESOLUTION 18-7**

#### **Resolution Awarding a Contract for Regular/Late Transportation Services (K-12)**

Mr. Kiely noted that resolution 18-7 is a resolution awarding a contract for regular and late transportation services (K-12).

WHEREAS: Bid invitations for Regular/Late Transportation Services (K-12) were duly advertised and the bid proposals received were opened at 10:00 a.m. on January 23, 2018; and

WHEREAS: The bid from the only responding bidder, **Tremblay's Bus Co., LLC**, was reviewed and deemed to have met the published specifications; Therefore, be it,

RESOLVED: That a contract for the Regular/Late Transportation Services (K-12) be awarded to Tremblay's Bus Co. LLC, 284 Myrtle Street, New Bedford, Massachusetts, based on the Dartmouth Public School specifications dated January 8, 2018 for the period of July 1, 2018 and ending June 30, 2019. The contract offered is for an initial period of one year beginning July 1, 2018 through June 30, 2019, with two additional one year options, to be exercised at the sole discretion of the School Committee of the Town of Dartmouth, for a maximum end date of June 30, 2021 in the amount of \$349.28 per route per day.

Dr. Jenkins commented that there was only one submission the last time the District went out to bid for transportation and that that is becoming increasingly common.

Mr. Kiely responded that that is correct. Mr. Kiely added that the pricing was competitive if not better than most districts he checked with.

Dr. Jenkins asked Mr. Kiely to explain the increase in the bid submitted.

Mr. Kiely explained that the current transportation contract is a 17% increase in transportation costs which is greater than he had hoped but feels the increase in the minimum wage is a significant driver in the current pricing.

Mr. Kiely stated that he checked transportation pricing with 15 other school districts and was glad to learn that for the past three years the district has been getting a “really good deal” for its transportation services.

Dr. Karafotis has asked if any route changes affected pricing.

Mr. Kiely stated that he did not believe they have had an impact.

Mr. Nunes moved, seconded by Mrs. Amaral to approve awarding the contract for Regular/Late Transportation Services (K-12) to Tremblay’s Co., LLC. The motion carried unanimously.

### **RESOLUTION 18-8**

#### **Resolution Awarding a Contract for Design Services for the Dartmouth Memorial Stadium Renovation Study**

Mr. Kiely stated that the Designer Selection Committee reviewed eight bid submissions and interviewed four firms before deciding on and recommending Weston & Sampson which has significant experience with athletic field and site landscape architecture as well as having sufficient in-house capacity to address all the different components of this type of project.

WHEREAS: Request for Proposals for Design Services for the Dartmouth Memorial Stadium Renovation Study were duly advertised and proposals received were opened at 3:00 P.M., Friday, January 19, 2018 and

WHEREAS: Weston & Sampson of 5 Centennial Drive, Peabody, Massachusetts, as presented, was selected by the Designer Selection Committee as the most responsive, responsible and advantageous proposal; Therefore be it

RESOLVED: That a contract for the Design Services for the Dartmouth Memorial Stadium Renovation Study for the Dartmouth Public School District be awarded to Weston & Sampson of 5 Centennial Drive, Peabody, Massachusetts at a negotiated fee of \$46,300.00.

Dr. Jenkins asked if this figure was less than what was appropriated for the project.

Mr. Kiely responded that this figure is less than the \$50,000.00 that was voted for the project at Town Meeting.

Dr. Jenkins asked Mr. Kiely to remind everyone who is on the Designer Selection Committee.

Mr. Kiely stated that the Designer Selection Committee is a standing committee that is based on school committee policy that was voted in 2011 and consists of the Town Administrator, the Superintendent of Schools, myself (Assistant Superintendent of Finance and Operations) and the School District’s Facilities Director.

Mr. Nunes asked if a time frame was given for this project.

Mr. Kiely stated that he gave a very tight timeline and requested a report back in April.

Mr. Nunes moved, seconded by Dr. Karafotis to approve awarding the contract for Design Services for the Dartmouth Memorial Stadium Renovation Study to Weston & Sampson. The motion carried unanimously.

### **CONSENT AGENDA**

Dr. Gifford recommended the following field trip requests to the Committee for their approval:

- DHS Indoor Color Guard requests permission to attend the WGI Regional Competition in Bethlehem, PA from March 17<sup>th</sup> through March 18, 2018.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the above-named request as presented. The motion carried unanimously.

- DHS Indoor Color Guard requests permission to attend the WGI World Championships with the Varsity Color Guard in Dayton, OH from April 10<sup>th</sup> through April 15, 2018.

Mr. Nunes moved, seconded by Mrs. Amaral, to approve the above-named request as presented. The motion carried unanimously.

- DHS Indoor Percussion/Dance Team requests permission to attend and compete in the WGI World Championship in Dayton, OH from April 18<sup>th</sup> until April 22, 2018.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the above-named request as presented. The motion carried unanimously.

- DHS Unified Arts Department requests permission to visit New York City on March 23, 2018.

Mr. Nunes moved, seconded by Mrs. Amaral, to approve the above-named request as presented. The motion carried unanimously.

- DHS requests permission to attend the MA YMCA Youth and Government Annual Model Government Conference in Boston MA from March 21<sup>st</sup> through March 23, 2018.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the above-named request as presented. The motion carried unanimously.

- DHS requests permission to attend and compete in the annual MA State DECA Career Development Conference and Competition in Boston MA from March 8<sup>th</sup> through March 10, 2018.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the above-named request as presented. The motion carried unanimously.

### **OLD BUSINESS**

- **School Committee Meeting Schedule for the Remainder of 2017-2018 School Year**

Dr. Gifford proposed the following meeting dates through July 2018 for the Committee's consideration: April 9<sup>th</sup> and April 30<sup>th</sup>; May 14<sup>th</sup>, June 11<sup>th</sup> and July 9, 2018.

Dr. Jenkins stated she was not available to meet on March 5, 2018 a date approved at an earlier meeting, and asked that the March meeting dates be amended to March 12<sup>th</sup> and March 26, 2018.

Dr. Jenkins asked if moving the March dates would pose a problem for the budget time-line.

Mr. Kiely responded that this change would not pose a problem.

Mr. Nunes indicated that he would not be available on June 11, 2018.

The Committee agreed to change the proposed June meeting date to June 18, 2018.

Dr. Jenkins reviewed the agreed upon changes and new dates; March 12<sup>th</sup>, March 26<sup>th</sup>, April 9<sup>th</sup>, April 30<sup>th</sup>, May 14<sup>th</sup>, June 18<sup>th</sup> and July 9<sup>th</sup>.

- **FY19-23 Capital Improvement Plan**

Mr. Kiely stated that nothing has changed regarding the original recommendations.

Mr. Nunes asked if the Town has made any comments about repurposing some of the bond proceeds/authorization.

Mr. Kiely stated there has been “a bit” of discussion but noted he is not sure how the Town will decide specifically concerning the stadium project.

Mr. Nunes moved, seconded by Ms. Amaral, to approve the FY19-23 Capital Improvement Plan as presented. The motion carried unanimously.

### **NEW BUSINESS**

- **School Choice – Vote to Participate in the 2018-2019 School Year**

Dr. Jenkins proposed that the vote be postponed so that it can be taken when the full committee is present.

Mr. Nunes stated he has no objections to waiting for a full committee.

Ms. Amaral stated she would agree to wait for a full committee to vote on the matter.

Dr. Karafotis agreed to wait on the vote.

Dr. Gifford directed the committee to school choice data provided for its review.

Dr. Jenkins stated the matter would be voted on at the next scheduled school committee meeting.

- **2017 Annual Report**

Dr. Gifford submitted the 2017 Annual Report for approval.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the 2017 Annual Report as submitted. The motion carried unanimously.

- **2018-2019 School Calendar**

Dr. Gifford submitted the 2018-2019 school calendar to the committee for review.

Dr. Gifford noted that the half days shown are not yet set and asked if the committee would approve the start and end dates and the district will set the professional development half days at a later date.

Dr. Jenkins asked if there would be any issue with changing the return date from the winter recess to Thursday, January 3, 2019.

Dr. Gifford stated she could see no issue particularly since the last day of school falls on a Monday and, factoring in snow days, would not necessarily move the school calendar over to another week.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the 2018-2019 school calendar as amended. The motion carried unanimously.

- **Food Service/Director of School Nutrition**

Mr. Kiely proposed a new position, Director of School Nutrition, for the committee's approval. Mr. Kiely explained that the current program is sustaining itself and feels that this new position would increase participation.

Mr. Kiely is looking to hire someone for the coming school year and noted that he was looking at partnering with another school district and so the position would not be full time in Dartmouth.

Dr. Karafotis commented she liked the idea of partnering with another community.

Dr. Jenkins asked if this position was accounted for in the current budget proposal.

Mr. Kiely stated he feels this position can be supported by the food service program.

Dr. Karafotis asked what changes were made to enable the program to support itself.

Mr. Kiely stated staffing changes made through collective bargaining helped to increase its sustainability.

Mr. Kiely added that, although the current cafeteria staff does a wonderful job, the district is looking to improve what is currently provided to students to generate greater interest and participation and this position will provide a level of expertise that does not currently exist in-house.

Mr. Nunes moved, seconded by Dr. Karafotis, to approve the request to create the position of Director of School Nutrition. The motion carried unanimously.

- **Superintendent's Update**

Dr. Gifford had no further comments.

- **Report of the Chair:**

Dr. Jenkins stated that the Dartmouth Education Fund is meeting this week and hopes to open the grant process soon which, for the first year, will be accepting on-line applications.

- **Additional Comments:**

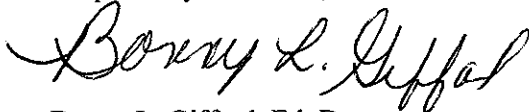
Ms. Amaral noted that SEPAC and the Special Education department are collaborating to bring Charity Bell, the Director of Training for the Department of Mental Health, to the Quinn school on Thursday, February 15<sup>th</sup> for two presentations; one at 4:00 p.m. (geared more toward teachers and support staff) and another at 6:00 p.m. (geared more toward parent/caretaker.)

**NEXT MEETING**

**Next Meeting:** The next regular session of the School Committee will take place on Monday, March 12, 2018 at 6:30 p.m. in the James M. Quinn Elementary School Community Room.

Mr. Nunes moved, seconded by Dr. Karafotis to adjourn to Executive Session at 8:25 p.m. in order to discuss personnel matters. On a roll call vote, the motion carried unanimously.

Respectfully submitted,



Bonny L. Gifford, Ed. D.  
Superintendent