Approved **Minutes #7/11/12**

GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE

REGULAR MEETING

WEDNESDAY, JULY 11, 2012

Russell Elementary School
7:30 P.M.

(A PORTION OF THIS MEETING MAY BE HELD IN EXECUTIVE SESSION)

I. OPENING OF MEETING

BLANDFORD	CHESTER	HUNTINGTON	MIDDLEFIELD
Michele Crane		Ron Damon	
Jim Kronholm			

MONTGOMERY	RUSSELL	WORTHINGTON	SECRETARY
Anne Marie Buikus	Ellen Hirtle	Sue Levreault	Stacy Stewart
Sandra Haas	Ruth Kennedy	Gretchen Eliason	

CENTRAL ADMINISTRATION	ADMINISTRATIVE COUNCIL
Dr. David B. Hopson, Superintendent	Joanne Blocker, Director of Academics
Stephanie Fisk, Business & Finance	Alice Taverna, Pupil Services Director

7:35 p.m. II. PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA
A.
B.

III. STUDENT COUNCIL INPUT

IV. CONSENT ITEMS 6/13/12 (Enc.) 6/27/12 – no minutes or quorum.

Mr. Damon made a motion seconded by Mrs. Kennedy to approve the minutes of 6/13/12.

Motion Carried (VOTE) Yeas 7 Nays Abstain 2 Absent

7:40 p.m. V. REORGANIZATION OF SCHOOL COMMITTEE

- Mr. Damon suggested there might be up to three new people at the next meeting and suggests postponing the reorganization.

Mr. Damon made a motion seconded by Mrs. Hirtle to postpone reorganization until the August meeting.

- Mrs. Eliason suggested we follow the same motto as in last year.
- Mrs. Kennedy asked if there is a time we have to have this done. Dave the agreement says it is done after the first meeting of appointments.
- Mrs. Crane feels like we have a small number tonight when we could potentially have a much larger group in August.

Mr. Damon made a motion seconded by Mrs. Hirtle to postpone reorganization until the August meeting.

Motion Carried (VOTE) Yeas 3 Nays 6 Abstain Absent

A. Chairperson

Nominated: Beth Brett

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

Mrs. Crane steped down during this vote.

B. Vice-Chairperson

Nominated: Michele Crane

(VOTE) Yeas 4

Nominated: Gretchen Eliason

(VOTE) Yeas 5

Mrs. Eliason is chairing the meeting as Mrs. Brett is not present.

C. Secretary (Stacy Stewart)

Nominated: Stacy Stewart

Nominated: Michele Crane – Michele declined the position

Motion Carried (VOTE) Yeas 7 Nays Abstain 2 Absent

D. District Treasurer (Deborah Kuhn)

Nominated: Deb Kuhn

Motion Carried (VOTE) Yeas 8 Nays Abstain 1 Absent

E. Legislative Contact

Nominated: Shirley

Motion Carried (VOTE) Yeas 8 Nays Abstain 1 Absent

F. Counsel for the Committee (Dupere Law Office)

Nominated: Dupere Law Offices

Motion Carried (VOTE) Yeas 7 Nays 1 Abstain 1 Absent

G. Negotiator for the Committee (Dupere Law Office)

Nominated: Dupere Law Offices

Motion Carried (VOTE) Yeas 7 Nays 1 Abstain 1 Absent

H. Sick Bank Committee (2 members)

- Mrs. Kennedy asked for an explanation of the sick bank committee.
- Ms. Fisk explained each union has a sick bank which people can request extra time in extenuating circumstances. The committee is made up of an administrator, school committee and members from the applicable union.

Ron Damon, Ruth Kennedy, Alt: Michele Crane

I. Negotiations Committee

Mrs. Buikus asked what negotiations are coming up this year. Ms. Fisk said custodians and secretaries this year.

Ron Damon, Shirley Winer, Beth Brett

J. Superintendent's Evaluation Committee
Michele Crane, Ellen Hirtle, Ruth Kennedy, Sue Levreault, Beth Brett, Shirley Winer

K. Policy Committee
Ron Damon, Beth Brett

L. Warrant Signing Committee

Ruth Kennedy, Michele Crane, Ron Damon, Shirley Winer, Beth Brett, Anne-Marie Buikus

M. Finance Committee

Anne-Marie Buikus, Sandy Haas, Ruth Kennedy, Sue Levreault, Gretchen Eliason, Charlie Henshaw

VI. PRESENTATIONS/REPORTS/RECOGNITIONS

A.

VII. COMMUNICATIONS

A. Student Representative - None

B. School Committee - None

C. Chairperson - None

D. Superintendent – Central Office Update (Enc.)

- On Agenda

E. Business Manager

- Final cherry sheets came out July 9. The bottom line is school choice sending tuition increased by $ 40,000 and regional school transportation reimbursement has $17,000. We will receive final reimbursement June 30 of next year and it is based on outgoing expenditures from last year.
- Ms. Fisk said we did not receive any bids for the epoxy flooring.
- Mrs. Levreault asked what floor was being done.
- Ms. Fisk said the Middle School. It will look like the vestibule in front of our office.
- Mrs. Buikus asked about the phones.
- Ms. Fisk is not sure where that stands as Mrs. Burke has been out.
- Mrs. Eliason asked for the final price.
- Ms. Fisk wasn't sure off the top of her head.

F. Administration

VIII. AD HOC COMMITTEE REPORTING

A. Superintendent's Evaluation

- Will be meeting in August to start diving into the new evaluation process.

B. Finance Subcommittee

- Have not met since last school committee meeting. Wait till august, finance had some projects. Once they have more members they will schedule a meeting

C. Policy Subcommittee - None

IX. OLD BUSINESS/ACTION ITEMS

A. Recommendation to Participate in the National School Lunch Program.

Mr. Damon made a motion seconded by Mrs. Crane to participate in the National School Lunch Program.

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

B. Approval of School Choice for the 2012-2013 School Year.

Mrs. Levreault made a motion seconded by Mrs. Kennedy to approve School Choice for the 2012-2013 School Year.

- Dr. Hopson said this is incoming school choice.
- Mrs. Eliason asked if we accepting school choice for all grades.
- Dr. Hopson said 5th grade is closed, 6-8 is open, and high school is open. First or second grade may be closed.
- Mrs. Buikus asked if we are going to have the problem with large classrooms in Chester,
- Dr. Hopson said no as we put in an extra teacher. We need to put the new configuration through the title I grid.
- Mrs. Eliason can you clarify title I? Do we receive it because of the percentage of free and reduced?
- Dr. Hopson said yes.
- Mrs. Blocker said it will most likely be Chester and Middle School, but Jr. High is close.

Mrs. Levreault made a motion seconded by Mrs. Kennedy to approve School Choice for the 2012-2013 School Year.

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

C. Superintendent requests authorization for the District Treasurer or Assistant District Treasurer under provisions of M.G.L., Chapter 71 Section 16 (9) and with the approval of the Chairperson for the Gateway Regional Committee, to incur temporary debt (borrow from time to time) in anticipation of revenue to be received from any source for the fiscal year beginning July 1, 2012.

- Mrs. Levreault asked for an explanation.
- Ms. Fisk is is precautionary to make sure we have enough money to pay expenses over the summer before assessments come it. However, it hasn't been needed for several years.

Mr. Damon made a motion seconded by Mrs. Kennedy to approve:
Superintendent requests authorization for the District Treasurer or Assistant District Treasurer under provisions of M.G.L., Chapter 71 Section 16 (9) and with the approval of the Chairperson for the Gateway Regional Committee, to incur temporary debt (borrow from time to time) in anticipation of revenue to be received from any source for the fiscal year beginning July 1, 2012

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

D. Approval of the FY '12 Superintendent's Evaluation Summary (Enc.)
Mrs. Crane made a motion seconded by Mrs. Levreault to approve the FY '12 Superintendent's Evaluation Summary.

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

E. Regional Agreement Amendments

- Dr. Hopson received an email from Russell who has worked up some of the changes. He needs to do the language for town warrant articles. It will include reconstituting the school committee and withdrawal.
- Mrs. Kennedy asked why we are going through this now.
- Dr. Hopson said according to DESE we have to do them both, they won't approve it unless we fix the voting. He is drafting it using the last language approved by school committee. When you vote for the amendment you are approving it until you vote something different.
- Mrs. Eliason asked if Ruth wanted more information.
- Mrs. Eliason said she has it, but it is the wrong date.
- Dr. Hopson said school committee has to move the amendment forward to the towns and that may take time. We will update the dates later.
- Dr. Hopson hopes to have the amendments for the August meeting to put on August Agenda.

F. New Evaluation System

- New Evaluation System- Appendix Superintendent Rubric and Administrative Evaluation Report.
- Mrs. Eliason asked how the state standards measure performance. We have their definitions; it is still hard to measure what is happening. Example 1-A-1; How can we make these goals as concrete as possible.
- Dr. Hopson said these are performance standards, this is the rubric the state says you have to use or you can create your own, but they have them approve it.
- Mrs. Blocker sees it as a good document because it put everyone on the same page. You take them and use them to write your goals and how are you going to get there. It starts with the teacher and goes right up to the dministrator to the superintendent. We are all looking at the same thing working to get to the same place.
- Dr. Hopson said school committee should be gathering information from presentations, meetings, etc. on things like communication. If the union chooses the state standards then we are ready to go. If not, we have to go through the union. If the DESE says no, we stay on the old evaluation process until the state approves one you submit. They are not telling you how you are going to use it for anything that is not part of the MCAS process. He is asking the union to look at the rubric for teachers.
- Dr. Hopson said the goals will be specific to what school committee wants. On page 6 family and community engagement – it will be easier for the school committee to collect.
- Mrs. Eliason asked if the superintendent's evaluation committee is still planning to collect managment meeting information. These are a guide for what they would be collecting.
- Mrs. Crane said if you look on page one there are three goals and on page 3 there is room for more if you want to add them. Is there a place to evaluate them?
- Dr. Hopson would like school committee to complete the document for the August meeting. Get a feel for what you see and has come before you. If you take an objective how are you going to evaluate it?
- Mrs. Eliason asked if Dr.Hopson he is asking school committee to do this exercise with the information from last year.
- Dr. Hopson said yes, plus anything you have seen or want to add.
- Mrs. Blocker said it is overwhelming, but it is positive and it makes us more unified. We are all playing a piece in getting to our goals.
- Dr. Hopson would ask we look at the schedule and approve the schedule. The schedule includes the rubric. He went over the schedule for the superintendent Evaluation process.
- Mrs. Levreault asked if we would still use the management document we have been using or would we use something else or this.
- Dr. Hopson said if school committee gets this to the superintendent's evaluation committee for August they can look it over and have feedback.
- Mrs. Elisaon said according to schedule goals are developed in June and July. Do we have goals?
- Dr. Hopson said he with the leadership team put together and overarching goal. Then they created focus areas. Of those focus area goals we took 4 of them. There are three basic assessments; State, District and Classroom. There is no longer AYP it has been replaced by PPI. This is part of the waiver from NCLB. Dr. Hopson will be presenting this in August to school committee; he is going over it with administrators tomorrow. We currently have too many assessments; we are going with MAP hoping to get rid of some of the other assessments. All assessments should be tied to the lesson and student learning.
- Mrs. Eliason has looked at the state assessments in MCAS between 2012 and 2017 and feels we need to break the goals down into single years.
- Dr. Hopson said we are going to look at all areas not just MCAS.
- Mrs. Levreault said MCAS only goes up to 10^{th} grade. Is the state going to look at high level tests, such as the SAT?
- Dr. Hopson said no. If you pass the MCAS then you should focus on passing your classes, they are concerned with the graduation rate.
- Mrs. Eliason said we could create our own goals that have to do with Advance placement scores and SAT scores. We can set higher goals, but the state is saying you at least have to do this.
- Dr. Hopson said at the next step, we have team focus for student learning, professional practice, and district improvement. Hoping to have the measurement of student learning set by next March.
- Mrs. Eliason is concerned about the schedule, do we need to be a year behind, we can't measure performance for MCAS because they aren't out.
- Dr. Hopson said only if you tie all of your performance goals to MCAS.
- Mrs. Crane said starting this now is a huge help, we need to jump in and get momentum so hopefully next year we will know what we are doing. This is learning as we go through it.
- Mrs. Hirtle said we need to take this home and digest it. We will probably have more questions.

- Dr. Hopson said this will help us be able to implement this with the teachers, so going through this give us something to talk about and be familiar with it.
- Joanne said there will be another wrench because MCAS will change to park.

Mrs. Crane made a motion seconded by Mrs. Hirtle to accept the new evaluation system this year, with the school committee using it with the superintendent and the superintendent using it with the administrators.

Motion Carried (VOTE) Yeas 9 Nays Abstain Absent

8:15 - 9:00 p.m. **X. NEW BUSINESS/ACTION ITEMS**

A. District Vision, Goals, and Focus Areas (Enc.)
B. Approval of Epoxy Floor Bid

XI. OTHER BUSINESS/ITEMS FOR NEXT AGENDA

Future Agenda Items

XII. INFORMATION

Information

Superintendent's Corner June 22, 2012
Wellness Center Summer Update
Fourth Grade Has Talent!
2012 Underclass Awards
Girls excel in woodworking at Gateway
Books go home to prevent "Summer Slide"

Warrants

AP# 1129 $39.48	PR# 26.1 $139,551.39
AP# 1127 $142,277.00	PR# 26.4 $5,351.20
AP# 1000 $479,682.93	PR# 26.5 $225.00

9:00-10 p.m. or earlier **XIII. EXECUTIVE SESSION**

Executive Session Minutes (3/3/10-5-9/12 (Enc. 16 sets included in 1 pdf on 6/27/12)

XIX. ADJOURNMENT

Mrs. Levreault made a motion seconded by Mrs. Kennedy to adjourn 9:12 p.m.

Respectfully Submitted,
Stacy L. Stewart,
School Committee Secretary