

MASCONOMET REGIONAL SCHOOL COMMITTEE
Regular School Committee Meeting
April 27, 2016

MEMBERS PRESENT: J. Spencer, Chair, Topsfield D. Volchok, Vice-Chair, Boxford
C. Miller, Boxford M. Cocciardi, Middleton
L. Richards, Middleton W. Hodges, Topsfield
K. Prentakis, Middleton B. Messenger, Boxford
T. Buono, Middleton P. Fitzsimmons, Boxford

MEMBERS ABSENT: K. Sherwood, Topsfield

OTHERS PRESENT: K. Lyons, Superintendent N. Mirra, Foreign Language Department Head
J. Donahue, Spanish Teacher Students, Costa Rica Trip
K. Trevenen, HS Nurse N. Jean, Student – Facility Use

- A. Regular Meeting - Call To Order** – Chair J. Spencer called the Regular School Committee meeting to order at 7:05 p.m. on Wednesday, April 27, 2016 in the Ralph Osgood Presentation Room. The meeting is video and audio taped.
- B. Remarks by the Chair** –Chair J. Spencer announced that this evening’s meeting was the last for M. Cocciardi and B. Messenger and thanked them for their help, time and dedication especially during that last two important years. C. Miller and K. Sherwood will serve on the Support Staff Negotiation Team and a meeting will be held after April vacation.
- C. Costa Rica Trip Presentation** – Teacher J. Donahue and students B. Demers, J. Johnston and A. Brovender shared their experiences during their Costa Rica trip highlighting the activities they participated in, the culture, the environment and the total immersion of the trip.

D. Consent Agenda

1. Approval of Amended March 9, 2016 Regular School Committee Meeting Minutes
2. Accept Charles Stewart Mott Foundation Donation of \$5000.00 (Ck. # 41075) to be Used by Ultimate Frisbee
3. Accept IBM Donation (On Behalf of T. Franey) of \$500.00 (Ck.#. 0004301294) to Support the STEM Program
4. Warrants \$2,251,907.16 – Nine (9) Warrants Signed
5. Policy Revisions, Acceptance of Non Substantive-Changes
 - a. JICB Vandalism Also ECAC
 - b. JJG Contests for Students
 - c. JJH Student Travel
 - d. JK Student Discipline
 - e. JKA Corporal Punishment
 - f. JL Student Welfare
 - g. JLA Student Insurance Program
 - h. JLD Guidance Services - removed
 - i. JLIAA Teacher-Staff-Student Relations Also GBEBB
 - j. JLIB Student Dismissal Precautions
 - k. JLIE Student Automobile Use
 - l. JMA Masconomet Regional Scholarship Foundation
 - m. JO Employment of Students
 - n. JRA Student Records - removed
 - o. JRB Use of Student Lists p. JRD Student Photographs
 - p. JRD Student Photographs

A motion was made by K. Prentakis

MOTION: To approve the Consent Agenda as presented with Policy JLD and JRD removed.

VOTE: Motion passed.

M. Cocciardi gave a brief overview of why Policies JLD and JRA were removed. A motion was made by T. Buono.

MOTION: To approve Policies JLD and JRD as amended.

E. Approval of Facilities Use Waivers - K. Lyons recommended that the three waiver requests for facility use be approved as each meets the criteria of a waiver approval. A brief overview of each request was given.

- a. Approval of Facilities Use Waiver by Rep. Brad Hill and Tri-Town Police Departments for the Auditorium on May 9, 2016.
- b. Approval of Topsfield Town Library Facility Use Request with Fee Waiver for the Auditorium on June 29, 2016.
- c. Approval of Facilities (Fields) Use Waiver Requested by N. Jean for Conduction of Pan Mass Challenge, June 25, 2016 with Dana Farber as the beneficiary. K. Lyons indicated that this was the type of project typically done during senior internship and is supported by HS Principal L. Hodgdon. A motion was made by K. Prentakis.

MOTION: To approve the three Facilities Waiver Requests as presented.

N. Jean gave an overview of the Pan Mass Challenge and the reasons why he became interested. He is looking at the 6-14 year old age group, has reached out to the National Honor Society for volunteers, has 10 now and he's looking for 20 to 30 for the day. Ideas for the day were shared.

VOTE: Motion passed unanimously.

F. Health Services – HS Nurse K. Trevenen

1. Verbal Screening for Substance Abuse Risk Factors– SBIRT (Screening, Brief Intervention, Referral & Treatment) – K. Trevenen gave an overview of the verbal screening for substance abuse risk factors and provision of NARCAN for nurses/ office. A review of recent legislation was given, statistics in the use of NARCAN was provided, local statistics of Masco YRBS was given, the statistics of alcohol use grade-wise was given, and where Masconomet is and the future.
2. Provision of NARCAN for School Nurses' Office – K. Trevenen gave an overview of the purpose of NARCAN which is used to prevent an overdose death and how it is administered. Training in NARCAN began a year ago and the School Physician approves its use. K. Trevenen hopes to have NARCAN purchased and available in September. K. Lyons referred to a NEASC policy he saw and would come back to the Committee with guidelines in regard to SBIRT and a review of the letter that will be sent to parents. K. Trevenen indicated that financial support has been received through a grant. Discussion was held regarding what the process would be and who would be doing the screening. K. Trevenen indicated that the nurses and the guidance counselors will do the screening which will be a 2 to 3 day process. All screening would be confidential unless harm to oneself was determined. Grade 9 students would be chosen for the screening, parents can opt out and the primary use is prevention. K. Trevenen distributed the screening interview sheet and reviewed the use of screening interview. K. Trevenen shared that the cost for NARCAN would be minimal and that the grant would pay for substitutes during the training sessions. Approval from the Committee to move forward was being requested. The consensus of the Committee was to have K. Trevenen move forward with NARCAN in the Nurses' Offices. K. Lyons thanked K. Trevenen for her leadership beyond her role of school nurse.

G. Comments from the Audience – None.

H. School Committee Discussion of Proposed Field and Track Improvements – W. Hodges shared the bullet points of a meeting he had with B. Davidson regarding the field and track improvements. Discussion was held regarding all aspects of installing turf on the football field, the whole project, the pros and cons of the project, the cost of ongoing maintenance and who would be responsible for the cost, the potential revenue generated, the need for an independent study and whether the Committee supported the overall project.

I. Financial Report – K. Lyons

1. 3rd Quarter Report – K. Lyons reviewed the 3rd quarter report indicating funds in E & D were for the purpose of funding one-time expenses. He indicated that some items were cut from the FY17 budget. D. Volchok shared his conversation with CFO S. Givens regarding using E & D for the purpose of funding one-time expenses or using funds in this year's budget. Discussion was held regarding E & D and spending. There were no questions regarding the 3rd quarter report.
2. Consideration for Funding One Time Expenses Submitted During the FY17 Budget Process. Items on the list provided were reviewed and discussed to determine if all items were appropriate to purchase. All recognized needs were identified by the Budget Subcommittee. D. Volchok reviewed the list of special revenue fund purchases using the lost book fund. K. Lyons indicated that these were not all of the books originally in the proposed FY17 Budget. The sheet was shared for transparency purposes. A motion was made by K. Prentakis.

MOTION: To appropriate \$71,730 to purchase items as listed in the FY 17 Budget Cuts sheet with the exception of only purchasing 2 treadmills instead of the 4 listed from unencumbered free balances available in the FY16 general fund operating budget.

VOTE: Motion passed unanimously.

J. Superintendent Report – K. Lyons reported on the following: the investigation by Brody, Hardoon, Perkins & Kesten, LLP into several serious allegations about staff conduct has been concluded, MCAS and PARCC administration, the Tri-Town Joint Police Department training event on April 24th, senior internships, and the unique Academic Team Awards evening.

K. Reports of the Subcommittees

1. Budget Subcommittee – D. Volchok – Nine (9) Warrants were signed since the last meeting.

Payroll Warrant	\$	649,395.44	Vendor Warrant	\$	1,994.00
Vendor Warrant	\$	1,494,978.25	Vendor Warrant	\$	1,301.62
Vendor Warrant	\$	0.12	Vendor Warrant	\$	3,545.62
Vendor Warrant	\$	67,303.94	Vendor Warrant	\$	<u>23,221.49</u>
Vendor Warrant	\$	10,166.68	TOTAL \$		2,251,907.16

3. Community Relations Subcommittee - C. Miller gave an update on the subcommittee meeting held tonight which focused on the next few articles for the paper. The 1st article was in the April 15th Transcript and they hope to have articles in May, June and July. Early planning for a community event was done.
4. School Start Time Advisory Committee – T. Buono reported on the following: the full advisory committee meeting held just before the April break, the surveys, making a plan of school year starts in terms of community relations, education, etc., data collection, and the survey working group, data working group, and the public education group. Survey working group met and determined that the surveys would go out mid-May. Data from survey will be collected and reported on.

2. **Policy Subcommittee** – M. Cocciardi reported on the meeting held on Saturday where Section J was reviewed. The School Nurse and legal counsel were given policies to review and make recommendations. Changes in the proposed revisions to policies listed below were given. Discussion was held regarding Policy JJA (should SC approve new student organizations or Principal).

Proposed Revisions

- a. JICFA Hazing, 2nd Reading
- b. JIH Student Searches, Locker Privileges, and Interrogations, 2nd Reading
- c. JJA Student Organizations, 2nd Reading
- d. JJAA Participation of Private School Students in Interscholastic Sports and School-Sponsored Clubs and Activities 2nd Reading
- e. JJAC Participation of Home-Educated Students in Interscholastic Sports and School-Sponsored Clubs and Activities 2nd Reading
- f. JJC Student Performances, 2nd Reading

A motion was made by M. Cocciardi.

MOTION: To approve/accept Policies, JICFA, JIH, JJA JJAA, JJAC and JJC as presented.

VOTE: Motion passed.

Proposal to Rescind – K. Lyons said that Policy JRAA was proposed to be rescinded based on recommendation by Counsel because it is no longer relevant.

- a. JRAA Non-Custodial Parents' Rights, First Reading, Rescind per Counsel

A motion was made by T. Buono.

MOTION: To rescind Policy JRAA as proposed.

VOTE: Motion passed.

L. Old/New Business – M. Cocciardi thanked the Middleton Community for giving him the opportunity to serve on the Committee. He emphasized the need to think about the silent majority of students who don't come forward on any issues. He wished the new Middleton Committee member good luck. K. Prentakis asked if the staffing study had begun and when the recommendation would be given. K. Lyons indicated that the study had started and that the recommendation would be made sometime in the fall.

M. Adjournment – Adjournment & Executive Session (Discussion of Strategy with Regard to Collective Bargaining with the Administrators Unit B, with the Paraprofessionals Association, with the MPFTs Union and with the Masconomet Teachers Association, and in regard to a Discussion of the Superintendent's Individual Contract.). A motion was made by T. Buono.

MOTION: To go into Executive Session in accordance with Chapter 30A, Section 21a (3) of the General Laws for the purpose of discussing strategy with regard to collective bargaining the Administrators Unit B, with the Paraprofessionals Association, with the MPFTs Union and with the Masconomet Teachers Association, and in regard to a discussion of the Superintendent's individual contract. The Committee will return to Open Session.

VOTE: Motion passed at 10:58 p.m.

Return to Open Session 10:58 p.m.

A motion was made by T. Buono.

MOTION: To approve the Memorandum of Agreement with the School Committee and the Masconomet paraprofessionals Union as it amends their existing contract.

VOTE: Motion passed by roll call.

ABSTAIN: L. Richards

A motion was made by B. Messenger.

MOTION: To approve the Memorandum of Agreement between the School Committee and the Masconomet Association of Professional School Administrators.

VOTE: Motion passed unanimously by roll call.

A motion was made by M. Cocciardi.

MOTION: To adjourn.

VOTE: Motion passed at 11:45 p.m.

Submitted by: _____
Olga Langlois, Secretary

Approved: _____
Date

Per the New Open Meeting Law, the list of the documents that were either distributed to the Masconomet Regional School Committee before the meeting in a packet, or at the meeting:

1. Agenda
2. Consent Agenda
3. Facilities Use Waivers
4. SBIRT Screening Interview Sheet
5. Financial Reports
6. Policies JICFA, JIH, JJA, JJAA, JJAC, JJC, JRAA
7. Superintendent Report