

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

Regular School Committee Meeting

January 18, 2017

MEMBERS PRESENT:	D. Volchok, Chair, Boxford	T. Buono, Vice Chair, Middleton
	L. Richards, Middleton	K. Prentakis, Middleton
	P. Fitzsimmons, Boxford	H. Rivers, Boxford
	W. Hodges, Topsfield	
MEMBERS ABSENT:	A. Pascucci, Middleton	K. Sherwood, Topsfield
	J. Spencer, Topsfield	C. Miller, Boxford
OTHERS PRESENT:	K. Lyons, Superintendent	P. Bullard, Director Pupil Personnel Services
	D. Flaherty, MS Principal	B. Denton, Special Education Assistant
	A. Kostas, Special Education Coordinator	Others

- A. **Call to Order** – Chair D. Volchok called the January 18, 2017 Regular School Committee meeting to order at 7:04 p.m. in the Ralph Osgood Presentation Room. The meeting is video and audio taped.
- B. **Remarks by the Chair** – D. Volchok announced that the paraprofessional bargaining group indicated that they would like to start negotiations. Asking for two volunteers to serve on the negotiation team, T. Buono volunteered. Anyone else interested could contact him. If he doesn't hear from anyone, he will appoint a member. D. Volchok announced that the grievance has been tentatively resolved.
- C. **Comments from the Audience** – None
- D. **Pupil Personnel Services Presentation** – P. Bullard, Director of Pupil Personnel Services, reported on the following: pupil personnel services, overview of special education models, roles and responsibilities, district student population by placement, special education staff, roles and responsibilities, co-teaching in the High School and the Middle School, learning center classes in the Middle School, language-based learning, out-of-district student population by disability, enrollment trends, students with reading goal in their IEP, student support center, student support center high school statistics, financial overview, special education population by town, per pupil costs, overview of the guidance department, guidance roles and responsibilities (academic, personal/social, college and career), health services, health services trends, English Language Learners (ELL), responsibilities, trends and history, and the Coordinated Program Review.
- E. **Relay for Life Recommendation** – K. Lyons had received a request for the June 2017 Relay for Life event to be held in the Masco stadium and had recommended a final decision to be made in January after further evaluation of the field. K. Lyons stated that the football field had to be torn up, leveled and seeded, but there was no germination, which makes the field condition fragile and it wasn't advisable to have large crowds on the field in June. He has been in contact with the Relay for Life representative D. Corcoran regarding the issue and informed her to look into other options. Relay for Life has secured the Topsfield Fairgrounds for this year. The request can be considered again next year. A motion was made by T. Buono.
- MOTION: To confirm that Relay for Life needs to be moved from our location due to the present field condition.
- VOTE: Motion passed unanimously.
- F. **MARS Legal Fund Position** – K. Lyons gave an overview of the MARS legal fund where the Committee voted to put \$500 into the fund to litigate against 9C cuts. All funds weren't expended to date and the MARS requested Committees determine whether to use or not use the remaining funds for any litigation in the future. A motion was made by P. Fitzsimmons.
- MOTION: To approve to leave any remaining portion of the \$500 funded with MARS to be used for any future litigations.
- VOTE: Motion passed unanimously.
- G. **Summary of Budget Meetings** – T. Buono stated that Budget Subcommittee minutes were on the website once approved. An overview of the executive summary was given and highlights of the Department Head meetings were shared. The next steps will be incorporating the input of the department meetings into the budget. A draft of each warrant article will be shared with the Board of Selectmen and Finance Committees. T. Buono reported that a draft of the warrant article will be sent to the Subcommittee. The Facility Assessment Report was discussed at the subcommittee meeting. Once the budget is approved, work will begin on the capital improvement plan.
- H. **First FY18 Thumbnail Projection** – S. Givens, CFO presented the preliminary thumbnail sketch for FY18. An overview of each cost category was given. S. Givens stated that the FY18 budget was currently being developed and that the information provided in the thumbnail was a preliminary snapshot of some of the cost factors that will impact the budget in FY18. The FY18 budget proposal will be presented in February. She stated that two and a half percent (2 ½%) of the FY17 operations and maintenance budget is \$791,000. It was also stated that the budget is usually lower than the overall thumbnail presented.
- I. **Superintendent Report** – K. Lyons reported on the January 12 power outage at Masco and referred to the letter sent to parents and staff. He stated that both generators failed even though neither had failed in a test or actual power outage before. The generators were tested by the District's contractor on Dec. 29th and were found to be functioning normally. The after-action meetings held were useful in identifying 7 areas for improvement in responding to similar incidents and the 7 items were reviewed.

H Report of the Subcommittees –

1. Budget Subcommittee – T. Buono - Six (6) warrants were signed since the last meeting.

Payroll Warrant \$	717,559.55	Vendor Warrant \$	67,471.93
Vendor Warrant \$	2,315.00	Vendor Warrant \$	600.00
Vendor Warrant \$	81,162.38	Vendor Warrant \$	<u>585,290.85</u>
		TOTAL\$	1,454,399.71

2. Policy Subcommittee – Tabled to February 2, 2017 meeting

- a. Policy EBC, Emergency Plans - 1st Reading
- b. Policy GCQA, Reduction in Instructional Staff Work Force – 1st Reading
- c. Policy GCQD, Resignation of Professional Staff Members – 1st Reading
- d. Policy GCQF, Suspension and Dismissal of Professional Staff Members – 1st Reading
- e. Policy GCR, Non-School Employment of Professional Staff Members – 1st Reading
- f. Policy GCRA, Professional Activities of Teachers – 1st Reading
- g. Policy GCRD, Staff Member Tutoring for Pay – 1st Reading
- h. Policy JJIF, Concussion Management – 1st Reading
- i. Policy JJIF-R, Concussion Management Procedures – 1st Reading
- j. Policy GA, Personnel Goals – 2nd Reading
- k. Policy GBA, Equal Opportunity Employment – 2nd Reading
- l. Policy GBEB, Gifts to and Solicitations By Staff – 2nd Reading
- m. Policy GBEC, Drug-Free Workplace – 2nd Reading
- n. Policy GBK, Staff Complaints and Grievances – 2nd Reading
- o. Policy GCF, Professional Staff Hiring – 2nd Reading
- p. Policy GCI, Staff Development, Conferences and Related Activities – 2nd Reading
- q. Policy GCJ, Professional Teacher Status – 2nd Reading
- r. Policy GCK, Professional Staff Assignments and Transfers – 2nd Reading
- s. Policy IHAMA, Teaching and Intervention: Alcohol, Tobacco, and Drugs – 2nd Reading
- t. Policy JICH, Use, Possession and Distribution of Drugs, Alcoholic Beverages and Inhalants When Under School Control: On-Campus or at School-Related Activities Off Campus – 2nd Reading
- u. Policy KDB, District Public Records – 2nd Reading

3. Community Relations Subcommittee – K. Prentakis said the next meeting will be February 1. T. Buono stated that an article including the Habeeb report would be coming out in February, the notice for the February 27 public hearing on the budget and school choice would be posted in the Tri Town Transcript.

4. School Start Time Advisory Committee (STAC) – W. Hodges announced that the next meeting will be January 19th. An update to the community and parents will be done and published in the Transcript. The survey group will meet on Friday, Jan. 20th.

5. Turf Up Masco Update – W. Hodges will be meeting with group next week.

I. Old/New Business – In response to K. Prentakis’ question regarding the availability of the assessment worksheet, T. Buono indicated that it would available at the same time as the budget binder.

J. Consent Agenda –

- 1. Approval of January 4, 2017 Regular School Committee Meeting Minutes
- 2. Accept \$1,000 (Ck. #1137) Masconomet Education Foundation Teacher Grant to be Used by S. Murphy for Day of Poetry
- 3. Approve Facility Use Waiver Request (Auditorium) to Hold Football Players and Families Shriners Football Classic All-Star Game Orientation Meeting on March 11, 2017 - removed
- 4. Warrants \$1,454,399.71 – Six (6) Warrants Signed

A motion was made by P. Fitzsimmons

MOTION: To approve the Consent Agenda as presented with item #3 removed.

VOTE: Motion passed unanimously.

A motion was made by P. Fitzsimmons

MOTION: To approve #3

VOTE: Motion passed.

RECUSED/ABSTAIN: T. Buono

K. Adjournment – A motion was made by P. Fitzsimmons.

MOTION: To adjourn

VOTE: Motion passed at 9:18 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:

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|--|------------------------------------|---|
| 1. Agenda | 3. Summary of Budget Meetings | 5. Superintendent Report |
| 2. Pupil Personnel Services Presentation | 4. First FY18 Thumbnail Projection | 6. Policies for 1 st and 2 nd Reading |
| | | 7. Consent Agenda |