

MASCONOMET REGIONAL SCHOOL COMMITTEE
Regular School Committee Meeting
June 22, 2016

MEMBERS PRESENT: D. Volchok, Chair, Boxford T. Buono, Vice-Chair, Middleton Lv: 7:45, Ret. 8:40
C. Miller, Boxford L. Richards, Middleton
K. Prentakis, Middleton H. Rivers, Boxford
K. Sherwood, Topsfield J. Spencer, Topsfield
W. Hodges, Topsfield P. Fitzsimmons, Boxford

MEMBERS ABSENT: A. Pascucci, Middleton

OTHERS PRESENT: K. Lyons, Superintendent S. Givens, CFO
A. Goldstein & Parent M. Carr & Parent

- A. **Call To Order** – Chair D. Volchok called the meeting to order on Wednesday, June 22, 2016 at 7:06 p.m. in the Ralph Osgood Presentation Room. The meeting is video and audio taped.
- B. **Remarks by the Chair** – D. Volchok - None
- C. **Superintendent Academic Excellence Award**- K. Lyons introduced M. Carr and A. Goldstein, two outstanding Class of 2016 seniors who were awarded the Academic Excellence Certificates at class night. K. Lyons shared that the certificate wasn't awarded only on academic excellence, but also on citizenship and commitment to the school environment. A brief overview of their accomplishments, both academic and extracurricular was given.
- D. **Youth Risk Behavior Survey (YRBS)** – K. Lyons indicated that the survey is given every two years and reviewed the draft of the survey to be given in the fall. Participation is very high, but a parent can opt out their child's participation when they receive information about the survey administration. A summary of the changes to the high school and middle school surveys was shared. The question regarding gender identity is not in the middle school survey as it is in the high school survey. Results will be presented as in the past.
- E. **Discussion Regarding Position/Endorsement of Coalition Position on Legalization of Marijuana** – T. Buono referred to the Coalition Position Statement in regard to the legalization of marijuana. The Superintendents' group position statement is similar to the Coalition's. Discussion was held regarding reports on marijuana use in Colorado since legalization and the need for more data. The Coalition was looking to see if the School Committee would support the Coalition Position Statement as stated. The Committee's decision was postponed until the next meeting in order to have more research conducted.
- F. **Consent Agenda**
1. Approval of Annual Trip to Quebec May 2017
 2. Warrants \$2,251,907.16 – Nine (9) Warrants Signed
- K. Lyons raised the topic of travel insurance being a requirement. Ms. Conklin will be informed that the field trip policy and insurance aspects will be reviewed and that he would recommend that all trips include travel insurance. Conceptual approval of the trip was given. A motion was made by K. Prentakis.
- MOTION: To approve the Consent Agenda as presented.
- VOTE: Motion passed unanimously.
- G. **Approval of Executive Session Minutes**
1. April 6, 2016 Executive Session Minutes
 2. April 27, 2016 Executive Session Minutes
 3. May 18, 2016 Executive Session Minutes
- A motion was made by P. Fitzsimmons
- MOTION: To approve the April 6, 2016 Executive Session Minutes as amended (change D. Volchok to Vice-Chair, change J. Spencer to Chair, and delete Vice Chair from T. Buono).
- VOTE: Motion passed as amended.
- ABSTAIN: H. Rivers and K. Sherwood
- A motion was made by C. Miller.
- MOTION: To approve the April 27, 2016 Executive Session Minutes as amended (change D. Volchok to Vice-Chair, change J. Spencer to Chair, and delete Vice Chair from T. Buono).
- VOTE: Motion passed as amended.
- ABSTAIN: H. Rivers and K. Sherwood
- A motion was made by L. Richards.
- MOTION: To approve the May 18, 2016 Executive Session Minutes as presented.
- VOTE: Motion passed as amended.
- ABSTAIN: P. Fitzsimmons

H. Comments from the Audience - None

- I. Approval of Grant Funded Nurse Leader Stipend** – K. Lyons recommended Committee approval of a Nurse Leader stipend position to be funded from the FY17 Essential School Health grant allocation. He indicated that a grant-funded stipend for leadership and coordination was consistent with the purposes of the grant. The position would help to ensure compliance regarding student health laws and regulations and to ensure better-coordinated information on health and wellness to Masconomet families. A motion was made by T. Buono.

MOTION: To approve the FY17 Essential School Health Grant funded nurse leader stipend position.
VOTE: Motion passed.

J. Financial Report- S. Givens, CFO –

1. End of the Year Expenses – Transfers, Appropriations, Stabilization - A brief facility assessment update was given by S. Givens indicating that the contract was awarded to Habeeb and Associates Architects, Inc. with the results to be presented to the Committee in the fall. She indicated that a report from the roofing consultant hired by the District insurance company to evaluate a roof leak and the general condition of the roofing system was received. The report identified roughly \$120,000 worth of repairs not covered under warranty that were needed. Given the increasing and often unanticipated facility repair needs the Administration would like the Committee to consider transferring funds from the Excess and Deficiency Fund (E & D) to the Stabilization Fund to ensure both the funds and access are available when an incident arises. S. Givens indicated that Copsync is in place and that an infrastructure assessment was done by IT. Wifi in the hallways may be needed, but no recommendation has been received at this point. Safety drills will be done in the fall and further evaluation will be done. K. Prentakis asked when the roofing repairs needed to be done. S. Givens said she was corresponding with the insurance company regarding the warranty and repairs. Discussion was held regarding the aspects of the warranty. Discussion was held regarding the towns knowing about the aging building, having big items on town warrants, Boxford appreciating that the District has a Stabilization Fund and not asking the towns for ongoing repairs and the pros and cons of transferring funds from E & D to the stabilization fund and the pros and cons of placing items on town warrants. The Administration recommended that the Committee transfer between \$200,000 and \$300,000 from E & D to the stabilization fund. A motion was made by J. Spencer.

MOTION: To appropriate \$300,000 from Excess and Deficiency and transfer said funds to the Stabilization Fund.

VOTE: Motion passed.

OPPOSED: K. Prentakis

S. Givens said that positives were gained by the District making OPEB contributions which are especially good for bond ratings. A discussion was held regarding the pros and cons of including OPEB in the operating budget. S. Givens indicated that in FY13 the Committee had a lengthy discussion about funding OPEB and that it was decided to use unanticipated revenue at the end of the fiscal year as a funding source. This year the unanticipated revenue was expected to be approximately \$75,000. The balance in the trust fund as of June 30, 2015 was \$327,078. A motion was made by P. Fitzsimmons.

MOTION: To appropriate \$75,000 from the Excess and Deficiency Fund and transfer said funds to the OPEB Trust Fund.

VOTE: Motion passed unanimously.

2. Appropriation – S. Givens gave an overview of the appropriations needed – the Video Editing Program and the wrestling dome painting. A motion was made by T. Buono.

MOTION: To appropriate \$2,867 from the Excess and Deficiency Fund to procure 800 WeVideo licenses in FY17.

VOTE: Motion passed unanimously.

A motion was made by J. Spencer.

MOTION: To create a capital project fund titled “Painting” and appropriate \$14,00 from E & D to paint the exterior surface of the wrestling dome on the field house and transfer said funds to the “Painting” capital project fund..

VOTE: Motion passed.

OPPOSED:K. Prentakis

3. Prior Year Expense – During the FY17 budget process, it was discovered that the \$1000 travel stipend in the Superintendent’s contract had not been included in the FY15 budget and was owed to the Superintendent. A motion was made by P. Fitzsimmons.

MOTION: To appropriate \$1000 from E & D to pay the FY15 travel stipend due to the Superintendent.

VOTE: Motion passed unanimously.

4. Surplus Items – A motion was made by T. Buono.

MOTION: To declare the items noted on the surplus list in accordance with Massachusetts General Law, Chapter 30B, Section 15 and to dispose of them appropriately.

VOTE: Motion passed unanimously.

- K. Accept Associate Master and Master Teacher Candidates** – D. Lyons indicated that the Committee accepts rather than approves the candidates. K. Prentakis would like a count of Associate Master and Master Teachers. A motion was made by K. Prentakis.

MOTION: To accept the Associate Master and Master Teacher Candidates as presented.

VOTE: Motion passed unanimously.

L. Superintendent Report – K. Lyons reported on Relay for Life raising \$169,500 for the American Cancer Society, the Spring Sports Award Ceremony, the Student Climate and Engagement Survey and the last day of school for students (June 21) and the last day for teachers (June 22).

M. Discussion Regarding Subcommittee Meeting Video Taping – K. Sherwood asked if people would feel comfortable if subcommittee meetings were video or audio taped and brought up videotaping initially to improve transparency for subcommittee meetings. S. Givens indicated that there was some time spent setting up and then breaking down, and then converting the tape which would mean additional work time for staff. K. Prentakis was opposed to taping. Discussion was held regarding the cons of taping subcommittee meetings. All meetings are posted and open to the public. If taping is being done by anyone, an announcement must be made at all meetings.

N. Reports of the Subcommittees

1. Budget Subcommittee – Seven (7) Warrants signed since the last meeting. T. Buono announced the next meeting would be on June 27 at 6:30 p.m. in the Administration Bldg.

Vendor Warrant \$	641,319.09	Vendor Warrant \$	386,565.03
Vendor Warrant \$	39,404.30	Vendor Warrant \$	10,841.20
Vendor Warrant \$	125.42	Vendor Warrant \$	<u>65,748.78</u>
Vendor Warrant \$	0.36	TOTAL \$	1,144,004.18

2. Policy Subcommittee – J. Spencer said a meeting time needed to be determined.

3. Community Relations Subcommittee – C. Miller reported briefly on the meeting held tonight indicating that a discussion was held regarding articles to be published over the summer. A discussion was held about parent communication guidelines with the goal to have something in place before school starts. K. Sherwood shared that public records, public meeting laws, and seminars would be good topic ideas for the Committee retreat.

4. School Start Time Advisory Committee – W. Hodges reported that work was moving forward and would continue through the summer and that results were being compiled. The purpose of the survey was to establish a baseline. Another round of surveys with the available scenarios will be sent out. K. Lyons indicated that funds were available to book Dr. Owens for a speaking engagement regarding school start time if the Committee was interested. J. Spencer said it would be better to have her speak after the available options and associated costs were presented. D. Volchok stated that STACC should decide when the right time and audience would be for the speaker.

5. Turf Up Masco Update – W. Hodges reported on the meeting held on Tuesday morning, that the RFP to go out to bid the consulting project is underway, and that the Turf Up Masco group would pay for the independent evaluation. The group wants to do everything in the right way as it is a significant undertaking for the taxpayers and the District.

O. Other Business, Old or New – K. Lyons shared that he received checks from Masconomet Education Foundation and he recommended accepting the checks for the STEM Lab project and a letter of commitment for a final gift to complete the project in October 2016. A motion was made by John Spencer.

MOTION: To accept the Masconomet Education Foundation donation of \$72,050 (check #1100), \$8,000 (Check #107) and letter of intent from MEF for \$8000 to be given in October.

VOTE: Motion passed unanimously.

P. Adjournment & Executive Session (Discussion of Negotiation Strategy in Regard to the Teachers Agreement, Approval of Support Staff Memorandum of Agreement and Non-Represented FY17 Compensation) - A motion was made by P. Fitzsimmons.

MOTION: To go into Executive Session in accordance with Chapter 30, Section 21a (3) of the General Laws for the purpose of discussing negotiation strategy with respect to collective bargaining in regard to the Teachers Agreement, Approval of Support Staff Memorandum of Agreement and Non-Represented FY17 compensation whereas discussing this in open session might have a detrimental effect on the bargaining position of the School Committee. The Committee will return to open session.

VOTE: Motion passed by roll call at 9:42 p.m.

Return to Open Session at 11:18 p.m.

A motion was made by T. Buono

MOTION: To approve the Memorandum of Agreement between the Masconomet Regional School District and the Masconomet Association of Support Staff for the term July 1, 2016 to June 30, 2019.

VOTE: Motion passed by roll call.

OPPOSED: K. Prentakis

A motion was made by T. Buono.

MOTION: To approve hourly staff increase of 2.5%.

VOTE: Motion passed by roll call

OPPOSED: K. Sherwood and K. Prentakis

A motion was made by T. Buono

MOTION: To approve Professional Staff increase of 2.5%
VOTE Motion passed by roll call.
OPPOSED: K. Sherwood & K. Prentakis

A motion was by T Buono.

MOTION: To approve Administrator S. Goodman's salary increase of \$3,000.
VOTE Motion passed by roll call.

A motion was made by K. Prentakis.

MOTION: To approve Leadership Team (P. Bullard, L. Hodgdon, D. Flaherty) salary increase of 3% and CFO S. Givens salary increase of 2.5%.
VOTE: Motion passed by roll call.
OPPOSED: K. Sherwood

A motion was made by T. Buono

MOTION: To adjourn.
VOTE: Motion passed at 11:23 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. Executive Session Minutes
4. Youth Risk Behavior Survey
5. Coalition Statement Regarding Legalization of Marijuana
6. Nurse Leader Description Sheet
7. Financial Reports
8. Associate Master/Master Teacher Candidate Summary
9. Masconomet Education Foundation Donations
10. Superintendent Report