

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

Regular School Committee Meeting

September 21, 2016

MEMBERS PRESENT: D. Volchok, Chair, Boxford T. Buono, Vice Chair, Middleton
C. Miller, Boxford L. Richards, Middleton
K. Prentakis, Middleton H. Rivers, Boxford
J. Spencer, Topsfield W. Hodges, Topsfield
P. Fitzsimmons, Boxford A. Pascucci, Middleton

MEMBERS ABSENT: K. Sherwood, Topsfield

OTHERS PRESENT: K. Lyons, Superintendent D. Flaherty, MS Principal
L. Hodgdon, HS Principal P. Bullard, Pupil Personnel
M. Casey, S. Callahan, SABs Parent

- A. **Call to Order** – Chair D. Volchok called the September 21, 2016 Regular School Committee meeting to order at 7:05 in the Ralph Osgood Presentation Room
- B. **Remarks by the Chair** – D. Volchok announced that the meeting is being video and audio taped. SAB members M. Casey, S. Callahan were introduced.
- C. **Comments from the Audience** - None
- D. **High School Course Enrollments** – High School Principal L. Hodgdon reported on the Class Size Data by Interval for the 1st semester of the 2016-2017 school year. A report was given on the add/drop period in the spring, which enabled her to offer five less courses in art and eliminated the need to hire a long-term art substitute teacher for the year which was a savings of 1 FTE. L. Hodgdon shared the courses that were under the required 14 student minimum that needed approval by the Committee. If not approved, students would have to go to study halls. D. Volchok asked if L. Hodgdon could notify the Committee in August regarding classes not meeting the minimum. L. Hodgdon indicated that the District was 3 weeks behind because of state reporting, which is why she couldn't notify the Committee earlier. Discussion was held regarding the courses that did not meet the minimum numbers with L. Hodgdon requesting that changes not be made now. K. Lyons indicated that this situation may be a result of declining enrollment. L. Hodgdon indicated that she was speaking with Department Heads regarding declining enrollment and the potential impact on next year. K. Prentakis shared that maybe Chinese needed to be phased out based on the numbers. Enrollment figures were given in October in the past. Discussion was held regarding the savings of not hiring the Art Long Term Substitute Teacher and how the funds were allocated. The budget would need to be recertified in order to return the funds to the towns as K. Prentakis suggested. A motion was made by T. Buono.
- MOTION: To approve running Acting 1, Chinese II, Chinese V, Fundamentals of Banking, AP Biology, and Environmental Science Honors classes below the minimum participation number.
- VOTE: Motion passed.
- ABSTAIN: A. Pascucci, K. Prentakis
- L. Hodgdon reported that teachers M. Siden and C. Fay have been assigned to create a media communications pathway. Each teacher will teach 4 classes and during the normal 5th class time, it will be spent creating curriculum for a pathway to be implemented next year. Discussion was held regarding requirements for graduation and the potential impact of pathways implementation. K. Lyons indicated that the draft vision statement would be presented to the Committee. I. Duros will report on private school enrollment at the next meeting.
- E. **Comments from SABs** – M. Casey and S. Callahan reported on the following: a carnival was held last week, homecoming week is coming up with a movie theme, and that the volleyball team is fundraising for Susan G. Komen. L. Hodgdon asked if the Committee wanted the SABs to talk to students regarding community service and the difference between fundraising, community service and service. J. Spencer said that the community service requirement would be open for discussion this fall.
- F. **Comments from Principals - Senior Activities** - HS Principal, L. Hodges referenced the letter from Class Officers and the Senior Class Advisor that was sent to students and parents regarding senior activities. L. Hodgdon shared information about the senior trip that has been advertised indicating that it was not a Masconomet sanctioned trip. She sent a blog regarding this issue. L. Hodgdon reported on curriculum and instruction, student news and upcoming events.

MS Principal D. Flaherty reported on the Opening Days of School, the Open House, the Life Is Good kick off, walking through classrooms, PLC's off and running, early release day activities and upcoming events. D. Flaherty shared that class size was very balanced and looking very good. Core courses overall were at 21.

G. Superintendent Report – K. Lyons thanked and recognized both Principals for a wonderful start to the school year, and reported on the following: the Middle School Open House, the Coordinated Program Review is October 24-28, Senior Parents' Post Secondary Planning Night, 9-11 Memorial at Masco, Realignment of Essential School Health Services Grant Participants, Life is Good: The Book, his remarks at the Middleton Community kick-off event, the Umbrella Organizations meeting on 9/21/16, and that the Draft Vision and Values Statements Update have been circulated to all staff for comment and will be presented to the Committee at the October meeting. K. Lyons indicated that the Coordinated Review may have an impact on next year's budget. Once the Program Review Committee leaves, he will have a better idea of any impact. The findings will be received early enough for the FY18 budget process.

H. Report of the Subcommittees

1. Budget Subcommittee – T. Buono reviewed the FY18 draft budget calendar. The next meeting on Sept. 28th will focus on soliciting input from the Towns' Board of Selectmen and Finance Committees for the budget process. Once the calendar is approved the liaisons should email the calendar to their respective Selectmen and Town Finance Committees. A motion was made by P. Fitzsimmons.

MOTION: To approve the FY 18 Budget Calendar as presented.

VOTE: Motion passed unanimously.

2. Policy Subcommittee – J. Spencer reported that eleven policies were reviewed with six placed on the consent agenda because no substantive changes were indicated. An overview of the five policies that were for a 1st reading was given. Any questions on 1st reading policies should be sent to him. The Student Fundraising Policy will be reviewed to draw guidelines more clearly between fundraising and community service. Half of Section G has been reviewed and policy IJNDB, Digital Resources is in the process of discussion for making changes. The next meeting will be on Sept. 29th.

- a. Policy JFAAA Evidence of Residency/Guardianship – 1st Reading
- b. Policy JK-R1 Student Discipline Guidelines – 1st Reading
- c. Policy JK-R2 Suspension and Expulsion – 1st Reading
- d. Policy JK-R3 Student Discipline and Students with Disabilities – 1st Reading
- e. Policy JLDAA Confidentiality – 1st Reading

3. Community Relations Subcommittee – C. Miller – the next meeting will be on Oct. 5 at 5:45 p.m.

4. School Start Time Advisory Committee – W. Hodges would like to give the community an opportunity to be educated about the issues and the options available. Conversations with the public have begun and also conversations were held at the Middle School Open House and a table will be set up at the High School Open House and he anticipates that more people will get involved in the issue. He was interviewed by the Tri Town Transcript last week. He hopes people will attend Dr. Owens' presentation on Sept. 27th. There may be opportunities to have additional speakers/experts speak on the topic. Options Development Group meetings are scheduled weekly through November. The Open Forum is scheduled for Oct. 4th.

5. Turf Up Masco Update – W. Hodges needs to schedule a meeting to develop a new approach because of the previously unsuccessful RFP.

I. Old/New Business – K. Lyons updated the Committee on the District's open positions. Thirteen applications were received for the Accountant position with interviews scheduled for next week. Fifteen applications for the Network Administrator and five for the Technology Technician were received with testing to be conducted on Sept. 26th. D. Volchok made reference to an anonymous envelope received regarding the posted positions and that the reconfiguration would not require addition FTEs. He stated that the reconfiguration did not require additional FTEs. Anonymous documents cannot be acted upon. W. Hodges stated that anonymous information was useless and the every meeting had an opportunity for public comment

J. Consent Agenda

1. Approval of Title I Grant (\$49,987), IDEA Grant (\$432,335), and Title IIA Grant (\$18,572)

2. Approve/Accept Policies Requiring New Reconsideration Date – 5 Years Added to Reconsideration Date

- a. Policy JK Student Discipline - Removed
- b. Policy JLF Reporting Child Abuse - Removed
- c. Policy JLIA Supervision of Students
- d. Policy JQ Student Fees, Fines, and Charges - Removed
- e. Policy JRB Use of Student Lists
- f. Policy JRD Student Photographs - Removed

3. Masco Youth Football Request for Use of Roberts Field on October 16, 2016

4. Warrants \$2,027,547.55 – Nine (9) Warrants Signed

A motion was made by T. Buono.

MOTION: To approve the Consent Agenda as amended (Items a, b, d, f removed for further consideration).

VOTE: Motion passed unanimously.

Discussion was held regarding Policy JRD. A motion was made by C. Miller.

MOTION: To approve/accept Policy JRD as presented.

VOTE: Motion passed unanimously.

Discussion was held regarding the policies that were removed. Comments were shared regarding policies. T. Buono indicated that cross referencing should be made for all related policies. Policy JK will be placed on the next meeting agenda with the suggested changes. L. Richards shared her concerns regarding Policy JLF. Policies JK, JLF and JQ will all be placed on the Oct. 5 agenda for a 1st reading.

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

MOTION: To adjourn.

VOTE: Motion passed at 9:10 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. High School Class Enrollment
4. Policies for Date Reconsideration
5. Policies for 1st Reading
6. Superintendent Report
7. FY18 Budget Calendar
8. 2017-2018 Budget Priorities