

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

November 07, 2018

MEMBERS PRESENT: W. Hodges, Chair, Topsfield T. Cooper, Vice Chair, Middleton
D. Volchok, Boxford C. Miller, Boxford
J. Ciampa, Middleton K. Prentakis, Middleton
K. DeMarco, Boxford J. Spencer, Topsfield
A. Pascucci, Middleton Z. Bhuju, Topsfield

MEMBERS ABSENT: D. Rivers, Boxford

OTHERS PRESENT: K. Lyons, Superintendent D. Batchelder-Director of Operations

A. Call to Order- W. Hodges called the November 07, 2018 Regular School Committee to order at 7:03 p.m. in the Ralph Osgood Presentation Room. He announced that he meeting is audio and video taped.

B. Remarks of the Chair-W. Hodges invited K. Lyons to speak about the architectural art models on display at the meeting. Students under the direction of Brian Dow, who is a master woodworker, made these models. K. Lyons said that the art was initiated in architectural drawing classes where artistic prints were made into technical prints. He said these are examples of engaging kids in a hands-on project and integrating art. The models are on display in the High School lobby and are attracting many viewers.

Before turning the meeting back to W. Hodges, K. Lyons presented a poster and mentioned “A Chorus Line.” The show will be staged on Thursday through Saturday evening at 7:00 p. m. It is a debut production for Rachel Furgiuele, the new drama teacher. It will involve 50 students who have been working on it for more than 2 months.

C. Audience Comments-None

D. Approval of Memorandum of Agreement with Administrators Association- W. Hodges-reported that the Memorandum of Understanding will be incorporated into the existing contract with the Administrators. Comments or discussion will need to be held in Executive Session. D. Volchok pointed out that this is an extension of the existing contract for one year. A motion was made by T. Cooper and seconded by K. DeMarco:

MOTION: To approve the MOU/MOA as presented in the School Committee meeting materials.

VOTE: 10-0, Motion carried.

E. Request for Appropriation for Water Heater Replacement-D. Batchelder referred to S. Givens’ report in the meeting materials. He stated that there are two 125-gallon water heaters. One of them has rotted through the bottom and we are now running on one heater, in a system that needs a working back-up. He reported that he had priced a replacement with quotes of \$75,000 and \$50,000 installed. To replace the water heater, we now have a part-time HVAC Technician and we can buy a unit for \$25,000. C. Miller made a motion and J. Spencer seconded it.

MOTION: To establish a capital project fund titled "Hot Water Heater Repair" and appropriate \$25,000 from the stabilization fund to procure a hot water heater and associated parts as recommended by the Director of Operations.

Discussion followed. K. Prentakis wanted to be sure that the capital budget doesn't take a hit. J. Spencer wondered why an industrial grade water heater was so much costlier than a residential one. D. Batchelder said it is higher volume and has a specialized ignition. We won't have to replace the piping. T. Cooper asked D Batchelder how long it should last. D. Batchelder answered 15 to 20 years. The one we have is closer to 18 years. D. Batchelder remarked that hiring the part time Technician was a good decision. J. Ciampa asked if the 20-year life span is the highest available. D. Batchelder said he would look into if a longer warranty is available. J. Spencer said sometimes that you actually get less than you pay for. Twenty years is an expected life span not a warranty. Z. Bhujy said that if we had to replace it last year before the HVAC position it would have cost three times as much. The motion was repeated.

VOTE: 10-0, Motion carried

F. Appoint Representative to the North Shore Education Collaborative Board of Directors and Appoint Representative to CREST Collaborative Board of Directors - K. Lyons reported that there are two educational collaboratives used primarily for Special Education placements. One, CREST, is in Methuen; the other is North Shore in Beverly. These collaboratives provide a lower cost than private placements. Each collaborative has, by law, a Board of Directors, made up primarily of School Superintendents appointed annually. T. Cooper moved to appoint K. Lyons as representative to both collaboratives. The motion was seconded by K. DeMarco.

MOTION: To appoint the Superintendent as representative to the North Shore Education Collaborative and to the CREST Education Collaborative for the term of the 2018-2019 school year.

VOTE: 10-0, Motion carried.

G. Superintendent Search Update: C. Miller reported that the search committee has had two recent meetings. She feels that by November 28, 2018 there will be candidate recommendations. She stated the committee plans to bring two to three finalists to the School Committee during the first two weeks in December. She will be sending out an email to School Committee members to check times members are available.

H. School Start Time- D. Volchok reported that the email update received positive feedback. K. Lyons reported on the proposed exam schedule citing later arrivals as done last year. In the draft, 9:00 a.m. will be the start of exams except on Fridays. The bus schedule will not change. T. Cooper said she thought that 9:00 was earlier than what happened last year. D. Volchok said that the intent was for a Reading Period at 9:00 A. M. followed by an Exam at 11:00, then lunch from 12:45-2:15, followed by an Exam. Most students get a ride one way to or from school but bus schedule stays the same. C. Miller stated that she recalled the reading period being first in the day. K. Lyons will talk to P. Delani about the exam schedule and he will get back to the School Committee sooner, if the decision cannot wait until the next meeting.

The Superintendent reported that the Middle School has a homework policy and that the High School is looking at the Middle School Policy as a guideline. The Middle School work on the guidelines had input from students, parents, and faculty. The High School is to have a final document by the end of the year. An interim report from P. Delani will be scheduled for late February. He stated that many

teachers and students are using Blackboard for submitting homework. It is set with a default time of 11:59 p.m. It has never been suggested that students wait until that time to submit their work. The High School, in conjunction with development of the homework guidelines, will address submission times with clarity for staff and students. Some students have multiple AP courses and there is a lot of homework. Time management and making choices is part of student programs and curriculum. K. Lyons said he will reach out to parents about support they would like to have to help them help their students better manage time and screen time. Parents need to know when, where, and how students are using social media at homework time. K. Prentakis asked if Blackboard keeps track of when assignments are submitted. If only 5 % are turning in at the late hour, then it is not much of a problem. If, for example, 85% are turning assignments in late, then it is a problem. Lyons said he would see if we can get that data. T. Cooper suggested making homework due at the beginning of class. It would take planning and time management skills that we want our students to learn. K. Lyons stated that it is very central to administrative thinking. The homework policy needs to move expeditiously but cautiously, there is no decision yet because there are still quite a few complex questions and more data and input that is needed.

Lyons reported that a handful of events had an end time of 10:00 p.m. and that these end-times have been changed to 9:30 with an objective of having all students on their way home by 9:45. He also reported that varsity sports such as ice hockey are more difficult because the available ice time is 8:00 to 10:00 p.m. for games on Wednesday evenings. No other ice time is available. K. Lyons added that it takes time for the players to get out of their gear and then there is a long drive back from Haverhill- we cannot do much about it. A question was raised about promised ice time at Essex Tech and rights that Masco has. Lyons said that we have no rights to assert. In the DCAM document, limited rights were granted to towns but not to schools. Next, Lyons stated that the Swim Team swims three times weekly at Gordon College at 5:30 a.m. He said in his experience that the of swim team culture aligns with early morning pool times. He stated that we are always looking for better options, but pools are a scarce commodity. K. Prentakis said that there are plans for a new Health Club at North Shore Mall. Three pools are proposed, but not for a couple of years.

I. October 1 Enrollment Report-K. Lyons directed the School Committee members to the chart on Page 2 of Susan Givens' report. K. Prentakis asked for additional information. K. Prentakis is looking for how proportional shares are going to shift. He is looking for census data for grades 7 – 12. K. Prentakis would like to see Irene break down the totals by town for last year's 6th graders and 9th graders. It makes sense to use a three to five-year study per town. D. Volchok said that in a three-year period Topsfield is going to be higher. J. Spencer suggested that efforts to change the Agreement should come from the towns and that the desire to change must come from the towns. K. Prentakis said a single town cannot talk about a change as easily as the District, as the Agreement is currently structured.

Discussion ensued about understandings among the Towns and Masconomet. Z. Bhujy stated the goal is to have a conversation. We want to start with the Finance Committees and budgeting. W. Hodges said we need to have a strong point of view about how we think a committee should be constituted. K. Prentakis said there should be one School Committee member from each town, the Superintendent or a designee, the Town Manager or a designee and a representative from each of the Boards of Selectmen and Finance Committees. K. Prentakis said there needs to be consensus and a balance of interest with the Finance Committees and Selectmen and not factions opposing one another. J. Spencer suggested that we begin by looking at enrollment and not dealing with the proposed committee. He added that it is premature to get into minutiae. K. Prentakis added some statistics on net in-migration and some future ramifications especially in Boxford. W. Hodges added that it was good that the question of how a committee should be formed came up.

J. Consent Agenda –

1. Approval of the October 24, 2018 Regular School Committee Meeting Minutes
2. Warrants - \$1,632,296.53 (6) Warrants signed since the last meeting
3. Approval of the MRHS Model UN Field Trip to Boston, MA
4. Accept MEF gift of \$400.00 to the Psychology Club for their Field Trip to the BU Medical School

K. Lyons stated that the MEF is best known for giving large grants to fund programs and building renovations, but this is a direct grant to teachers. W. Hodges asked that K. Lyons convey the School Committee's gratitude to MEF for their support in funding.

A motion was made by J. Spencer and seconded by C. Miller

MOTION: To approve the Consent Agenda as presented

VOTE: 10-0, motion carried, T. Cooper abstained on approval of the meeting minutes.

K. Reports of the Subcommittees:

1. **Budget Subcommittee** -T Cooper reported that the Budget Subcommittee had met last Monday and the topic of discussion was Athletic Fees. She asked for a Subcommittee member to speak about the outcome. K. Prentakis spoke and reported on proposed changes to the way team minimums are set, and changes to how each sport is structured into levels as suggested by administration. He said that the new proposal should cause less stress and unhealthy cross-team recruiting. Fees would be based on the ideal level of participation. It is very explainable when laid out. K. DeMarco said that it allows more participation and less recruitment. The Subcommittee will be bringing the proposal forward after its meeting on November 29th.
2. **Policy Subcommittee** -J. Spencer reported that there was a meeting last week. There were two policies in the meeting materials including a new policy proposal, *ECABA Staff and Visitor Identification Badges* and a proposed revision to *KI Visitors to the Schools*. Both proposals are for first reading. Questions and suggestions can be directed to J. Spencer. Ideally he would like to receive any questions before the next subcommittee meeting on Tuesday night. Spencer stated that he will be looking for a vote to approve both policies at the next regular School Committee meeting.
3. **Community Relations Subcommittee** -K. DeMarco reported that the Subcommittee had met prior to this evening's meeting. There had been a discussion of three main topics in regard to getting information to the community. K. DeMarco said the discussions were, "What should go out to the community?" "How should it go out?", and, "What mediums should be used?" She gave examples of topics that might be of interest such as the Capital Investment Plan and the Superintendent Search. She stated that we are using news articles and the website, but another area to look at is whether Facebook should be used to share information. Facebook can potentially bring conflict but she said we would use it primarily as a posting site and that comments can be turned off. A problem is it would be impossible to monitor a Facebook page 24/7. She is looking for feedback.
4. **District Community Task Force** - J. Spencer reported in the absence of D. Rivers. He stated that the Subcommittee had met with engineers involved with the Habeeb report. Their reports showed concern with replacing the roof, the HVAC System, and dealing with security system and server issues. He reported that the anticipated cost increase is 10% per year, each year a project is delayed. The group is trying to look for balance, avoiding repair of items that will need replacement. Spencer said that Carlos DeSousa, one of the Habeeb engineers, suggested breaking up the projects by components. There was

further discussion about how the third floor of the High School will be cooled. K. Prentakis explained that they are not looking at full air-conditioning and that cooler air would be circulated to the first and second floors.

L. Other Business-W. Hodges stated he would send out the evaluation packet for the Superintendent next week.

M. Adjournment and Executive Session - At 9:00 p.m., T. Cooper made a motion seconded by J. Spencer.

MOTION: T To go into Executive Session in accordance with Chapter 30, Section 21a (3) of the General Laws for the purpose of discussing strategy with respect to collective bargaining with the Masconomet Teachers Association, and with the Association of Professional Administrators, and with respect to contract negotiation with an individual employee, Susan Givens, Ed.D, Assistant Superintendent for Finance and Operations, whereas discussing these subjects in open session might have a detrimental effect on the bargaining position of the School Committee. The Committee will not return to open session.

VOTE: 10 -0, Motion passed by roll call vote.

Submitted By: _____
Jacqueline Bolduc, Records Access Officer

Approved: _____
Date

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

1. Agenda
2. Agenda Guide
3. Addendum to the Agenda Guide
4. MOA with Professional School Administrators
5. Enrollment and Appropriation for Hot Water Heater Memorandum
6. October 2018 Census Data
7. Consent Agenda
8. Recommendation for approval of Overnight Field Trip, Model U, N.
9. MEF Teacher Grant for BU Medical School Field Trip.
10. Proposed ECABA Policy for Visitor ID Badges
11. Proposed Revision to Policy on Classroom Visitors
12. John and Abigail Adams Scholarship Recipients –Class of 2019
13. HS Expectations and Opportunities Report
14. 2018 Personnel Changes

