

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

Regular School Committee Meeting

June 20, 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 A. Pascucci, Middleton Iv. 9:57 p.m.
H. Rivers, Boxford Z. Bhujju, Topsfield

MEMBERS ABSENT: J. Spencer, Topsfield

OTHERS PRESENT: K. Lyons, Superintendent D. Flaherty, MS Principal
P. Delani, HS Principal M. Dzwil, SAB
D. Katz, Parent R. McCann & Parents
L. Conant, Parent D. Tenanty, Mathematics Department Head

A. **Call To Order** – Chair W. Hodges called the Wednesday, June 20, 2018 Regular School Committee meeting to order at 7:08 p.m. in the Ralph Osgood Presentation Room. The meeting is video and audio taped.

B. **Remarks by the Chair** – W. Hodges

1. Subcommittee Assignments – W. Hodges distributed the Subcommittee assignments and reviewed the assignments indicating that four members would be on the Budget Subcommittee. C. Miller will be the Chair of the Superintendent Search Committee.

C. **Comments from the Audience** – None

D. **Superintendent Academic Awards Presentation** - K. Lyons gave a brief history of the Superintendent Academic Award and congratulated the three recipients J. Katz, J. Conant and R. McCann on being selected for the award. Their accomplishments, academic success and excerpts from their counselors' recommendation letters were shared.

E. **Topsfield/Boxford/Middleton Rotary Joseph Carroll \$1,000 (Ck. # 6051) Donation to be Used for Academic Awards Night** – R. Was gave a brief history of former Superintendent of Schools Joseph Carroll saying that J. Carroll was passionate about recognizing academic excellence. As the trustee, R. Was made a donation on behalf of the Joseph Carroll Trust to be used for the Academic Award Night. A motion was made by T. Cooper.

MOTION: To accept the Topsfield/Boxford/Middleton Rotary Joseph Carroll \$1,000 (Ck.#6051) donation to be used for the Academic Awards Night.

VOTE: Motion passed unanimously.

F. **Comments from SAB** – M. Dzwil reported on the following: the school year wrapping up and next year's plans – a color run in the fall.

G. **Comments from the Principals** – MS Principal D. Flaherty shared a video that highlighted student learning and student activities of the year.

1. Approval of 2018-2019 Student Handbook Changes – A motion was made by T. Cooper.

MOTION: To approve the 2018-2019 Middle School Student Handbook Changes

VOTE: Motion passed unanimously.

2. School Improvement Plan Updates – no action needed as the updates were informational only.

3. Preliminary Report of High School Course Enrollments – HS Principal P. Delani gave an overview of the minimum enrollment established courses and the recommended cap for courses. P. Delani reviewed the High School scheduling highlighting the following: the overall comparison, department information, courses over 24, and classes below 14. He indicated that significant progress was made in reduction of classes, staff reductions, and that 89% of student course requests were satisfied. An overview of the process used for scheduling this year was given. Action will be taken on classes over 24 at the next meeting. B. Hodges would like to see la ist of courses not offered. P. Delani will report on that in July. P. Delani requested approval to run the two courses that are under enrolled. A motion was made by C. Miller.

MOTION: To approve to run the Digital Society and Acting I/II Combo classes below the minimum numbers.

DISCUSSION: In response to K. Prentakis stating his disappointment in the Acting I/II class enrollment, D. Flaherty said that the Middle School students' exposure to the acting class will promote interest in the high school class for the future

VOTE: Motion passed.

C. Miller asked that HS Principal P. Delani add “fundraising is not mandatory” to the student handbook. A motion was made by Z. Bhujju.

MOTION: To approve the 2018-2019 High School Student Handbook Changes with the suggested addition by C. Miller.

VOTE: Motion passed.

H. Financial Report & End-Of-Year Transactions- S. Givens, Asst. Supt. for Finance and Operations reported on revenue and expenditures. Excess and Deficiency (E & D) targets were reviewed. Discussion was held regarding how to fund the needed items. An overview of why the Assistant Coaches were included in the FY19 budget was given. Discussion was held regarding the pros and cons of keeping the assistant coaches in the budget. K. Lyons stated that the Athletic Director stated that the ten coaches were needed for safety and competitiveness with other schools. Discussion was held regarding athletic fees and scholarships, and fund transfers. A motion was made by T. Cooper.

MOTION: To increase the FY19 general fund operating budget by \$65,349 for Professional Development for Vision 2025, Email Archive Fee/Expand Internet Pipeline, 10 athletic assistant coaches and to appropriate \$65,349 from E & D to fund them.

An amendment to the motion was made by K. Prentakis.

MOTION: To remove the 10 Athletic Assistant Coaches funding,

VOTE: Motion on amendment failed 5 to 4. (Yes-J. Ciampa, C. Miller, K. Prentakis, A. Pascucci) (No-W. Hodges, T. Cooper, Z. Bhuju, K. DeMarco and D. Volchok.)

VOTE: Original motion passed.

A motion was made by K. Prentakis.

MOTION: To approve \$14,840 from the Stabilization Fund and establish a Capital Project fund for the purpose of funding furniture, equipment and minor renovations necessary to convert two House Offices to Staff Collaboration spaces.

VOTE: Motion passed.

A motion was made by K. Prentakis.

MOTION: To increase the FY19 operating budget and appropriate \$6,342 from the E & D fund to secure transportation consultant services related to implementation of the bell schedule changes.

VOTE: Motion passed.

A motion was made by K. Prentakis.

MOTION: To appropriate \$500,000 to the stabilization fund, \$50,000 to OPEB, and return \$200,000 to the Towns from E & D.

DISCUSSION: The pros and cons of returning funds to the towns and E & D restrictions for the District were discussed.

VOTE: Motion failed. (Yes - K. Prentakis, A. Pascucci), (No - W. Hodges, T. Cooper, Z. Bhuju, K. DeMarco, D. Volchok, J. Ciampa, C. Miller)

D. Volchok made an amendment to the motion made by K. Prentakis.

MOTION: To remove the \$200,000 return to the Towns and add that \$200,000 to the Stabilization Fund for a total of \$700,000 and \$50,000 to OPEB.

VOTE: Amendment passed.

OPPOSED: K. Prentakis & A. Pascucci

A motion was made by T. Cooper.

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

VOTE: Motion passed.

I. Report of the Subcommittees

Budget Subcommittee – The following fifteen (15) warrants were signed since the last meeting:

Payroll Warrant	\$	715,861.68	Vendor Warrant	\$	1,513.16
Payroll Warrant	\$	643,767.73	Vendor Warrant	\$	2,352.74
Vendor Warrant	\$	270,672.92	Vendor Warrant	\$	18,578.86
Vendor Warrant	\$	68,509.60	Vendor Warrant	\$	164.71
Vendor Warrant	\$	72,779.63	Vendor Warrant	\$	9,432.14
Vendor Warrant	\$	3,609.00	Vendor Warrant	\$	3,137.38
Vendor Warrant	\$	859,505.73	Vendor Warrant	\$	<u>64,879.14</u>
Vendor Warrant	\$	22,707.30	TOTAL	\$	2,757,471.72

1. Facility Use and Student Support Organizations Task Force - T. Cooper reported that the meeting held on Tuesday focused on discussion of the items brought up at the last School Committee meeting. It was determined that the Superintendent should have the authority to make decisions regarding whether facility uses and SSOs are curriculum related. An overview of the facilities use guidelines was given and columns were clarified. The Task Force was looking for an endorsement from the Committee. Discussion was held regarding holding a public meeting before taking action, inviting public comment and inviting the public to the July Task Force meeting. Discussion was held regarding Northeast Massachusetts Youth Orchestra NMYO, the column placement of the orchestra, the significant benefits of the group to Masco students and that the Superintendent should have authority to determine whether the group should be considered curricular. The consensus of the Committee was to accept the concept of the guidelines presented.
2. School Start Time - W. Hodges & D. Volchok – D. Volchok reported on the meeting held earlier tonight indicating that a conversation with the bus consultant was held. A meeting will be held again to look at a proposal or options for review.

J. **Acceptance of Associate Master/Master Teacher Candidates** – K. Lyons gave an overview of the Associate Master and Master Teacher designations that are in the Masconomet Teachers Agreement. A motion was made by K. Prentakis.

MOTION: To accept the Associate Master/Master Teacher candidates.

VOTE: Motion passed.

K. **Consent Agenda**

1. Approval of June 6, 2018 Regular School Committee Meeting Minutes
2. Refer Overnight Field Trip Request to Policy Subcommittee
 - a. Vendor Cost Comparison
 - b. Trip Insurance
3. Warrants \$2,757,471.72 Fifteen (15) Warrants Signed Since Last Meeting

A motion was made by K. Prentakis

MOTION: To accept the Consent Agenda as presented.

VOTE: Motion passed.

L. **Approval of May 16, 2018 Executive Session Minutes**

Approval of June 6, 2018 Executive Session Minutes

A motion was made by K. Prentakis

MOTION: To approve the May 16 and June 6 (A. Pascucci – absent) Executive Session Minutes as amended

VOTE: Motion passed.

ABSTAIN: J. Ciampa, May 16 Executive Session

M. **Other Business, Old or New** – Z. Bhujji asked who to contact regarding recycling in the school and asking them not to release balloons at events. K. Lyons will contact Relay for Life to ask them not to release balloons at the event.

N. **Adjournment** - A motion was made by T. Cooper

MOTION: To adjourn.

VOTE: Motion passed at 10:39 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. Superintendent Academic Awards
3. Topsfield/Boxford/Middleton Rotary Donation
4. Student Handbook Changes
5. School Improvement Plan Updates
6. High School Course Enrollment Preliminary Report
7. Financial Report & End-of-Year Transactions
8. Reports of Subcommittees
9. Associate Master/Master Teacher Candidates
10. Consent Agenda
11. May 16, 2018 and June 6, 2018 Executive Session Minutes