

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

November 28, 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. Bhujju, Topsfield
D. Rivers, Boxford

MEMBERS ABSENT: All Present

OTHERS PRESENT: K. Lyons, Superintendent S. Givens, Assistant Superintendent
for Finance and Operations

A. Call to Order-W. Hodges called the November 28, 2018 Regular School Committee to order at 7:04 p.m. in the Ralph Osgood Presentation Room.

B. Remarks of the Chair- W. Hodges reminded attendees that the meeting was being audio and video recorded.

C. Audience Comments-None

D. Student Advisory Committee Report - M. Dzwil reported on a Pep Rally where great school spirit was shown. He reported that there will be a talent show on December 7, 2018 and that in February there will be a can drive.

W. Hodges requested to suspend the order of the printed agenda to accommodate special schedule needs. Please note the change in the order.

J. Graffiti Vandalism /Hate Symbols - K. Prentakis stated that he is sorry that this situation exists. In K. Prentakis' opinion it cannot be minimized. K. Prentakis said we need to walk toward the crisis. It was not mentioned at the Regular School Committee Meeting on November 7th. It is K. Prentakis' opinion that the School Committee should know as soon as possible so as to notify staff and students. In both cases the incidents were reported by the cleaning staff who were the first to see the graffiti. Lois Afrow was recognized from the audience by chair W. Hodges. She said she has been targeted three times in the last few years, L. Afrow, a Middle School teacher, reported being upset that there was no email to the Middle School staff at the same time an email was sent to High School staff and students. She first learned of it on Facebook. W. Hodges said that safety in the buildings is one of our core values. T. Cooper stated that she is Jewish and appreciates that K. Prentakis spoke on this issue. T. Cooper has felt very affected by this issue. J. Spencer said there is also a big vaping issue in the bathrooms. J. Spencer further said he knows we cannot use cameras in the bathrooms but it would be good if there was a way to pin down what time the bathrooms are being used and who is using them. K. Lyons said there are cameras but they are not good

enough, in some cases, for facial recognition. K. Lyons is working on a proposal to present to the School Committee to purchase new cameras that would have an improved angle of view for bathrooms. The cost would be about \$24,000. A. Pascucci asked if we could have a faculty presence outside the bathrooms during teacher prep time. K. Lyons replied that the teacher contract does not allow that type of duty. He stated that it takes less than a minute to do this vandalism. K. Lyons said the bathrooms are scanned until three o'clock and then the building becomes a community center. K. Lyons said the symbols were found after three p. m. by the night crew of cleaners. K. Lyons said there was very intensive police work. The bathrooms were locked for the police. K. Lyons said the police believe that a single person drew the symbols. K. Lyons said it was probably done by a student in dire need of help or someone unaware of the ramifications of the act. K. Lyons reported the initial investigations by the police did not yield the results they had hoped for. He said the administration tried to do targeted communication. The usual protocol was followed. The decision to make it public was made by the police late in the afternoon. K. Lyons said that P. Delani sent an email to parents so they could talk with their children before he communicated directly with students and others. This has been an opportunity for learning. K. Lyons said that the Student Council met immediately after being informed. K. Lyons said it was heartening to see the students' response. K. Lyons said this is an opportunity to learn for the future. He believes the incident investigation and communication were handled well. P. Delani said what we were dealing with was a teachable moment. T. Cooper asked that the Policy Subcommittee look at the School Committee policy for religious holidays. J. Spencer said that the Policy Subcommittee had met last week and was addressing this issue - it is on the front burner.

K. Superintendent Search Update - C. Miller introduced G. Koocher, the consultant from MASC, who is working with the Search Committee. C. Miller thanked the members of the Search Committee for their time and effort, noting the different perspectives was valuable. C. Miller reported that the Search Committee consisted of three staff members, three parents, three community members, (one from each town), and one School Resource Officer. She continued that the Committee received nineteen applications, from which five finalists were selected. Of the five finalists, one had to withdraw for personal reasons. C. Miller reported the final two candidates who clearly stood out, Mr. Timothy Broadrick, Superintendent/Director at Shawsheen Vocational School in Billerica and Dr. Donna Straight, Assistant Superintendent of Student Services in North Andover. G. Koocher explained the process moving forward. Under the direction of the School Committee, the candidates should visit Masco to meet with selected focus groups and the public. Interested School Committee members should arrange to visit the districts where the candidates are currently working. Final interviews have been scheduled. The School Committee or its agent should check the references of the finalists. G. Koocher noted that questions for the candidates come from the School Committee or its representatives. He stated that at this time the finalists are aware of the fact that their names will become public. He cautioned the School Committee members that once that happens their constituents wanting to give input might contact them. He advised to use discretion. C. Miller spoke to a proposed timetable. There is a school Committee meeting scheduled on December 12th and a tentative meeting set up on December 19th. C. Miller said we would need both meetings, one for candidate interviews and selection and the other for regular business. The meeting on the 19th has been removed from tentative status and is now officially scheduled. D. Volchok stated he likes the idea of having the interviews follow the visits. He further said that

after the visit and before the interviews, references should be checked. Koocher told the School Committee that there could be no executive sessions on any matters pertaining to the hiring of the Superintendent, by law. The exception is meetings dealing with character, reputation or physical or mental health. C. Miller will meet with J. Bolduc tomorrow to firm up dates and schedules. J. Spencer said we may likely vote on the 19th. Z. Bhujju stated that we do not want to rush the interviews. Her recollection was that the last interviews were about 90 minutes for each candidate. D. Volchok remembered receiving a different perspective when he contacted the Chair of the School Committee of the home district of the candidates and spoke Chair to Chair. W. Hodges said he would be glad to do that. T. Cooper asked who hopes to make the site visits. T. Cooper, W. Hodges, K. Demarco, and J. Spencer expressed interest. The function of the Superintendent Search Committee is complete but C. Miller has agreed to be the point person for the next steps in the selection process. T. Cooper requested that by next Wednesday, questions or topics for the interviews be given to C. Miller. It was suggested that Principals be involved with the interviews.

M. Consent Agenda Item 10 - Approve Proposal for Overnight Field Trip to Washington D.C. Grade 8, November 2019. B. Calzini spoke about the trip and stated there would be a mirror trip in Boston for students who cannot go to D.C. J. Spencer commented that he wanted to give B. Calzini kudos for resurrecting the trip, which is very cost effective, compared to day trips. K. Lyons said B. Calzini's class is a great example of project- based instruction.

F. Winter Sports Participation Report - J. Daileanes distributed hard copies of the latest registration. He recommended running all the winter sports at full levels except for wrestling, with a sign up of 24, an Assistant is not needed. The team has a volunteer coach with experience who has signed a volunteer contract. J. Daileanes said that the numbers look healthy. Most likely, basketball will have to cut 25 out of 60 and he hopes they will funnel into other Winter Sports. J. Spencer made a motion and it was seconded by Z. Bhujju.

MOTION: To authorize the High School Girls Basketball team to operate below the required minimum of 34 participants.

VOTE: 11 to 0, Motion carried.

E. Comments from Principals - P. Delani spoke about the Annual Coaches Summit that was held for all upcoming student athletes to give information and requirements. T. Cooper wondered how the information about the summit was disseminated. P. Delani said all student-athletes were contacted by their coaches, flyers were posted, and the digital sign carried the information for a week. No specific information was given to parents.

The School Improvement Plan (SIP) was presented next.

Goal 1.2. Outreach is being made to elementary schools with the goal of having more connection to students, especially at the upper elementary schools. Boys from the high school are reading to elementary school boys, and girls from the High School STEM are working with elementary girls on science. The program is getting traction.

Goal-2.1-. P. Delani said the first objective is to complete a philosophy about homework by June. This will include a policy for holidays and sporting events. J. Spencer spoke about the fact that the longest time segment category measured quizzes, tests, and projects. Figures from

Blackboard show that 5 % turn in assignments after ten, 2% after eleven, but 63% between 7:00 a.m. and 3:00 p.m. All the assignments turned in after eleven could be by the same four kids or it could be different ones. P. Delani said that he understands the complexity of the message but it is not that simple.

Goal-2.4 - Delani spoke about the creation of the Cultural Diversity Club.

Goal 3.6- P. Delani said that the High School is going 1-1 computer-based MCAS testing except in science.

Goal 4-Teacher Training

Goal 4.1 Professional Learning Community

Goal 4.4 Bias Training for staff. P. Delani shared that he hopes to develop a program with materials from the Anti-Defamation League called from Hate to Hope. Advisors would be trained this summer and students in the fall. T. Cooper asked about the cancellation of the School Council meeting. Apparently there was some confusion but P. Delani said it has not been cancelled.

D. Flaherty reported on the Middle School - the Math Team had its first meet and both teams did exceptionally well. Over the Thanksgiving Holiday, the Student Council collected 35 items of food. D. Flaherty expressed excitement about National French Week during which time the food director served a French food item each day. The goal is cultural awareness with a message of tolerance and kindness. D. Flaherty reported on a special speaker who will be visiting Masco on December 12th, his website is thearmlessguy.com. She reported that the Trimester ends on Friday, and on 12/12, there will be a band concert. She talked about the goal for a safe, happy school program, with a culture of kindness. She is looking at a School Ambassador Program with outreach for parents who are new to the community. Dr. Flaherty asked if there were any questions about the M.S. SIP. There were none.

G. HS and MS School Improvement Plans - A motion was made by T. Cooper and seconded by D. Rivers.

MOTION: To approve the Middle School and the High School Improvement Plans for 2018-2019.

VOTE: 11 to 0, Motion carried.

I. Medex Renewal - S. Givens pointed out that the Medex rates are for a calendar year. A rate approval is needed by January 1, 2019. T. Cooper made a motion for approval with a second by K. Demarco.

MOTION: To approve the Medex rates starting January 1, 2019.

VOTE: 11 to 0 Motion carried.

L. School Start Times- W. Hodges referred the discussion to K. Lyons. K. Lyons reported that NRT is ready to begin analysis of the bus consultant recommendations. In order for Option A to happen, an over-spending of \$1,200 needs to be approved. A motion was made by D. Rivers and seconded by J. Spencer.

MOTION: To approve an over-spending of \$1,200 for NRT analysis work.
VOTE: 11 to 0 Motion carried.

K. Lyons shared a draft survey for parents. It probes sleep time, screen time, and parent views about start time. It asks, "How can we help you?" It is a targeted survey. D. Volchok said we have a small window to survey parents. He said that we have to take a hard look when we develop surveys. Lyons said that surveys get very long when a committee develops them. He said if anyone is interested in taking it on, feel free. D. Volchok suggested to K. Lyons that he get feedback on surveys from AP statistics teacher Rich Schonewald.

K. Lyons said that the High School will address homework submission due times in its work on homework guidelines. He reported that there had been discussion about mid-year exam start times and why they have to start at 8:30. He noted that this is the suggested time recommended by medical authorities. The next item that he spoke about was the School Committee budget priorities for FY20. He pointed out that it was very significant that the School Committee has only one budget priority, a later school start time. The administration is preparing a level-services budget for FY20, consistent with that priority. No program or personnel are being recommended for increase unless it is mandated. C. Miller asked, now that we know start time will not change in fall 2019, what does this mean for next year? Do we have two years of no program growth? T. Cooper said it was discussed as a good will gesture to our towns. D. Volchok said it would be better for this year to do things we might be unable able to do next year. W. Hodges said he remembers conversations with the finance committee members and the boards of selectmen. Next year there will be significant requests because of an increase in the costs of transportation. J. Spencer said that he believes that the lack of predictability about fixed costs is a sensitive area. He expressed the need for keeping the towns up to date on what is happening. J. Spencer further stated that we need to develop a relationship with the towns not just a twice-annual visit.

K. Prentakis added that there is not only the operating budget from year to year but also capital requests. He added that this year there would be a significant capital impact, also true down the road. K. Lyons said that the discussion was that we would earn the good will of the towns even though a change of start time was not planned for fall 2019. A. Pascucci said that K. Lyons was exactly right.

M. Consent Agenda- A motion was made by Spencer and seconded by T. Cooper.

MOTION: To approve the Consent Agenda as presented
VOTE: 11 to 0 motion carried.

N. Reports of the Subcommittees

1. Budget Subcommittee - T. Cooper stated that the quarterly budget report needs to be reviewed. Questions to think about are; what value is it? Is it redundant?
J. Spencer wondered if the subcommittee could ask about the qualitative piece. He said that notated details would help.

2. Policy Subcommittee - J. Spencer said that the subcommittee had met and the next meeting is scheduled for 12/11. There are two policies on the agenda for approval (2nd Reading) and 3 policies presented for 1st Reading.

1. Proposed ECABA-Staff and Visitors Identification Badges (new)-Second Reading. There was no discussion. A motion was made by T. Cooper and seconded by Z. Bhuju.

MOTION: To approve new policy ECABA as presented.

VOTE: 11 to 0 Motion carried.

2. Proposed KI Visitors to the Schools-Revision of second reading. There was no discussion. A motion was made by K. DeMarco and seconded by T. Cooper.

MOTION: To approve revised policy KI as presented.

VOTE: 11 to 0 Motion carried.

1. Proposed IJNDD Social Media and Electronic Communication –New-First Reading.
2. Proposed IJNDB Acceptable Use Policy-Revision-First Reading
3. Proposed KFA Use of Electronics-Sign and Other- Revision-First Reading

3. Community Relations Subcommittee- Z. Bhuju spoke of a proposal to create a Masconomet Facebook Page with multiple administrators. She further explained that viewers would not be able to comment. The School Committee could direct messages to the public. Links could be posted to website documents. D. Rivers expressed a concern about the Ads on Facebook. Ads can just show up with no control over them. T. Cooper stated that she pays no attention to the ads. A. Pascucci asked if the subcommittee had considered the time required to monitor the page. Having a Facebook page would involve a lot of work, she said. W. Hodges suggested that we try it because currently our media outreach is not reaching the community. We can cancel or modify as needed. D. Rivers requested that before the next meeting, K. DeMarco look into and investigate the ads and report. A. Pascucci brought up the Holiday Concert, an event for senior citizens. She is hoping funding will be provided by the bank. The date of the concert is December 19th, in the Auditorium. She said that she needs a list of participants from each of the three towns.

4. District Capital Improvement Task Force Report- D. Rivers stated that the school roof needs short-term repairs recommended by engineering consultants requiring appropriated money. The roof repairs will take about three years. There can be roof replacement and needed HVAC replacements in the third year. He said the projected cost is \$11 Million with a 10% per-year increase including all soft costs. D. Rivers also mentioned security needs, fire alarms, and doors. K. Prentakis told us that the timing is fluid. We should try to find the optimal point for each town. J. Spencer agreed with K. Prentakis. J. Spencer said there are options to hold for one year. We don't want to put undue stress on any town. December 10th will be the next meeting.

O. Other Business-Old or New- K. Lyons reported an Open Meeting Law violation complaint made by K. Sherwood. The School Committee Agenda did not name the person who was being discussed in Executive Session. The complaint was resolved with a revision to the subject agenda. The Attorney General's Office was notified of the resolution.

P. Adjournment and Executive Session – A motion was made by T. Cooper and seconded by D. Volchok.

MOTION FOR EXECUTIVE SESSION-To go into Executive Session in accordance with Chapter 30, Section 21 a (3) of the General Laws for the purpose of discussing strategy with respect to collective bargaining with the Masconomet Teachers Association, 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.

ROLL CALL VOTE: Motion passed unanimously at 10:20 p.m.

W. Hodges asked members to return for the Executive Session following a five minute Recess

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 the packet or at the meeting.

1. Agenda
2. Agenda Guide
3. Principals Reports
4. Winter Sports Participation Report
5. Minimum Numbers for Winter Sports FY 19
6. High School and Middle School Improvement Plans
7. FY 18 Audited financial Statements
8. Medex Renewal
9. Graffiti Vandalism at the High School correspondence
10. Superintendent Search Update
11. School Start Time Report
12. Consent Agenda
13. Reports of Subcommittees, Policy Committee Updates
14. Open Meeting Law Complaint