

EASTON PUBLIC SCHOOLS
EASTON, MA

EASTON SCHOOL COMMITTEE WORKSHOP MINUTES
Friday, October 21, 2016

Minutes of School Committee Workshop Meeting, October 21, 2016, 50 Oliver Street, Upstairs Conference Room, convened at 9:08 a.m. Present: Laurie Han, Caroline O'Neill, Nancy DeLuca, Jackie Weisman, Jane Martin, Dr. Keough and Dr. Cabral.

Call Meeting to Order:

Chair Han called the workshop meeting to order at 9:08 a.m.

On a motion by Ms. O'Neill, seconded by Ms. Weisman, with a 5-0 vote, the Committee agreed to move item #4 "Possible CPA Funding Requests" to the next order of business.

Possible CPA Funding Requests:

Bill Matthews, Athletic Director, explained that the Community Preservation Act deadline was fast approaching and distributed a handout. He explained that the projects listed on the handout go beyond the CPA funding however, he wanted the Committee to be aware of them. Mr. Matthews said that two of the projects have some potential for CPA funding. He continued that the projects include the football / lacrosse practice field expansion, turf replacement, track repair, tennis and basketball court replacement. He said that the football / lacrosse practice field expansion is an excellent candidate for the CPA funding. Mr. Matthews said the engineering plan cost would be \$5,000.00 and in order to move forward with the field expansion and that it would be needed in order to bring the overall project forth for possible CPA funding.

David Twombly said that he spoke with Stephanie Danielson from the CPA. He continued that they need to prioritize which projects should move forward. Mr. Twombly explained that Bill Matthews has some projects and the Richardson Olmsted School playground renovation or refurbishment would also be a potential project as well. Mr. Twombly explained the purpose of them coming forward today was to get it on the School Committee's "radar", talk about the various projects, prioritize them, and if the Committee chooses to move forward, the application needs to be to the CPA by November 4th.

Mr. Matthews continued that the other project under consideration for the CPA funding is the turf replacement. He said that the projected life span of the turf field is eight to twelve years and we are now in the eighth year of use. He said he projects between two and four more years before a replacement would need to take place. Mr. Matthews said the law does allow usage of the CPA funds for installation of the turf but not for the turf itself, however, that doesn't mean that the local board will approve it. Mr. Matthews said if we were fortunate to get CPA to fund the installation portion, that would be a quarter of the cost.

Mr. Matthews said the track is a separate project from the turf field but in terms of priorities, he would place that behind the turf field. He continued that the tennis courts have been repaired consistently, but every spring there are more cracks as it ages. He continued that in five to seven years they will need to be repaired. He said they have not been as aggressive with the basketball courts because the varsity sports are not played on those courts. He said that the basketball court will be a big repair bill, approximately \$35,000.00 to repair the cracks and it would only last a few years.

Ms. Martin asked if Mr. Matthews felt that the track, tennis or basketball courts would be eligible for the CPA funding.

Mr. Matthews said they would not be eligible for the CPA funding.

The Committee supported Mr. Matthews' proposal to apply for CPA funding for the football / lacrosse practice fields and the turf field.

Mr. Twombly and Mr. Matthews left the workshop at 9:46 am.

On a motion by Chair Han, seconded by Ms. De Luca, with a 5-0 vote, the Committee agreed to move item # 3 "FY 18 Preliminary Budget Update" to the next order of business.

FY18 Preliminary Budget Update:

Dr. Keough referred to the chart with the steps and process this year. He continued that at the Budget Kick Off meeting they showed the chart and the next step was to present the preliminary budget to the School Committee. Dr. Keough said Marilyn Gordon listed all of the staff, calculated in the 3% increase, the step increases, the level changes on the salary scale, did not change any increases in operational, and it came in at \$1.259 million. He said that number was a good place to begin and gave a good sense of where the district would be for level service on the staffing side. He continued that this is an increase of 3.24% from this year; the Town wants us to be at 2.69%, which is one million forty seven; which brings the district over by \$212,000. He said it was unclear how much electricity the solar panels would generate so they need to keep a close eye on that.

Marilyn Gordon said that the items that they need to look at are K-5 sections, and possible class sizes for next year at the secondary level.

A discussion took place over enrollment, class sizes and scheduling.

Chair Han said that they want to have a Budget Sub Committee of the School Committee.

Ms. Gordon suggested calling it BEAR; "Budget Expenditures Allocations and Resources".

Chair Han asked Ms. Martin if she would be interested in being on the Sub Committee along with herself and Ms. O'Neill; Ms. Martin accepted.

Ms. Gordon said all the principals will be getting their own budgets and the sheets that the School Committee reviewed.

Ms Gordon suggested having a Budget Sub Committee meeting with each level.

Dr. Keough suggested one for K-2, Richardson Olmsted, Easton Middle School, Oliver Ames and a meeting with Special Education. Dr. Keough said that Athletics should be part of the budget discussion with the high school.

Chair Han said they should have it before January.

Ms. Gordon left meeting at 10:37 a.m.

On a motion by Chair Han, seconded by Ms. Weisman, with a 5-0 vote, the Committee agreed to move item #5 " Revisit Naming Policy for Possible Amendment" and item #6 "Sub Committee Report and Re-Assignments" to the next order of business.

Revisit Naming Policy for Possible Amendments:

A discussion took place regarding the Naming of the School Facilities and Grounds Policy File FFA.

On item number 7 the Committee changed the following to the last sentence: "*Exceptions can be made on a case-by-case basis by the School Committee on amounts over \$50,000.00.*"

On a motion by Ms. O'Neill, seconded by Ms. Weisman, with a 5-0 vote, the Committee approved the changes made to Policy File FFA as amended.

Sub Committee Report and Re-Assignments:

Ms. Weisman reached out to Framingham School Committee for feedback on the Academic Dashboard to get more information.

Dr. Keough suggested the Academic Dashboard Sub Committee address the MCAS results, where we are with Curriculum Development, Technology and STEAM, advancement with Foreign Language studying, where are we with Career Pathways, TAG, visioning what can we do to raise achievements with students, and report back to School Committee. He said Dr. Cabral should be involved.

Ms. Weisman suggested having an initial meeting with Dr. Keough, Dr. Cabral and Ms. De Luca. All agreed. They agreed to meet on Friday, October 28th at 1:00 p.m.

Chair Han said the Budget Sub Committee meeting is scheduled for Tuesday, November 29th at 3:00 p.m. with Oliver Ames High School and Easton Middle School and on Tuesday, December 6th at 3:00 p.m. with Richardson Olmsted School and K-2 schools.

Ms. Weisman said that the Green Communities Committee has not been active. She noted that on the list of Subcommittees, number 13 "School Committee Finance Sub Committee" and number 18 "Budget Sub Committee" should be consolidated. She continued that number 14 "Academic Dashboard" and number 17 "Academic Sub Committee" should be combined. Ms. Weisman suggested removing number 18 and calling it the "School Committee Finance Sub Committee".

Dr. Keough suggested removing number 14 and calling it the "Academic Review Sub Committee".

Ms. Martin requested to be added to the School Committee Finance Sub Committee and said she will sit in on the Academic Review Sub Committee meeting.

Ms. Weisman said that she is on the Children's Museum Advisory Committee.

Ms. Martin offered to be on the "Municipal Building Committee".

Ms. O'Neill said the "Charter Commission" is done.

Chair Han said the "School Planning Committee" can be eliminated from list.

Review of Policy File I, K, L (second reading):

Chair Han explained to Ms. Martin that the Easton Public Schools hired MASC's Jim Hardy to meet with the Policy Sub Committee to go over the School Committee's Policies and bring them up to date.

The following changes were made to Policy File "I":

On File IGA, first paragraph should read *"Constant development and adaptation of the curriculum is necessary if the Easton Public Schools is to meet the needs of the students in its schools."* In the second paragraph, the following change was made: *"The faculty and administration will regularly evaluate the education program and recommend modifications of practice and changes in curriculum content consistent with state and federal standards as well as the addition or deletion of courses to the instruction program."*

On File IHAMB the Committee changed the first sentence to read: *"The Easton School Committee believes that the use of non-prescribed drugs and the use of alcohol constitute hazards to the positive development of students and can preclude realization of the individual's educational potential."*

On Policy File IHBBA the wording *"On Hold"* under the policy title was removed.

On Policy File IIB remove the *"On Hold"*, the Committee decided to keep this policy and check with other districts.

On Policy File IJL remove the quotations throughout the policy. The second sentence in the first paragraph was changed to read: *"#3 The principal, teacher, and librarian involved in the school in which the questioned material is used, or any other person involved in the selection of the questioned material shall have the same opportunity."* The second paragraph, first sentence, should read: *"Bear in mind the principles of the freedom to learn, to read, and base your decision on these broad principles rather than on defense of individual material"*.

On Policy file IJM the last sentence in the first paragraph should read: *"He/she shall decide whether its use is in the best interest of the students."*

On Policy File IKF numbers 7 and 8 should be combined to read: *"Pass two years (2) of Business/Technology Education, Music, Industrial Technology, Art, Family and Consumer Sciences."*

Ms. Martin suggested having John Sousa, Director of Technology, review all the policies relating to technology.

Dr. Keough said he will meet with John Sousa to review IJND, IJNDB, IJNDC, IJNDC-R, IJNDD and IJNDE, all relating to technology.

On IJM, Ms. O'Neill suggested changing the third sentence to read: *"The responsibility for using sponsored materials rest with the principal and curriculum director."*

Dr. Keough asked the Committee for direction on flyers that come into the office for distribution. He suggested the Committee develop a policy.

Chair Han asked members if someone would be willing to research other towns and Ms. Martin offered to research.

Chair Han suggested keeping the policy IKB. Chair Han suggested adding a period after the first sentence and remove *"Though it is impossible to predict the time necessary for all students to complete assignments because of different learning rates and age levels, the following time allotments are suggested for the elementary grades"*, and to remove the listing of hours of homework per grade level, and to remove the second paragraph under *"Grades 7-12"*; the Committee agreed.

Dr. Keough suggested having Wes Paul, the Guidance Department and the Academic Review Sub Committee review policy IKF, *"Graduation Requirements"*.

Ms. Martin offered to research other district policies.

Ms. De Luca and Ms. Weisman will meet as the Academic Review Sub Committee to review the following policies: IKB, *"Homework"*; IHBBA *"Advanced Learning"*, IIB, *"Class Sizes"*.

On IMGA, Chair Han suggested changing number 3 to *"Copy of Annual checkup and state in good health from the dog's veterinary office."*

On a motion by Ms. De Luca, seconded by Ms. Weisman, with 5-0 vote, the Committee approved Policy File I with amendments, with the exceptions of IJND, IJNDB, IJNDC, IJNDC-R, IJNDD and IJNDE.

On a motion by Ms. Martin, seconded by Ms. De Luca, with a 5-0 vote, the Committee decided to review Policy Files K and L at the next workshop.

Superintendent Notes:

None.

Assistant Superintendent Notes:

Dr. Cabral said they decided as an administrative team to do 100% based computer MCAS this year. She continued they checked the infrastructure, devices and are now working on computer skills. She continued that Jessica Garbowski has been working with the teachers. Dr. Cabral said grade 10 in Science will still be the old MCAS, paper and pencil, all others grades 3-8 will be computerized.

School Committee Notes:

Ms. O'Neill said that the School Committee Chair or designee, is the voting member at Frothingham. She continued that because she attended on Chair Han's behalf, she voted on some items. Ms. O'Neill said that the meeting was mostly about maintenance of the park and fundraising. She continued that they were happy that someone on behalf of the School Committee attended.

Chair Han thanked Ms. O'Neill for attending on her behalf.

Adjournment:

On a motion by Ms. Weisman, seconded by Ms. De Luca, with a 5-0 vote, the Committee adjourned at 12:39 p.m.

Respectfully submitted,



Andrew W. Keough, Ed.D.
Secretary