

EASTON PUBLIC SCHOOLS  
EASTON, MA

EASTON SCHOOL COMMITTEE WORKSHOP MINUTES  
Friday, November 18, 2016

**Minutes of School Committee Workshop Meeting, November 18, 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.

**Review Policy File K and L (second readings):**

Ms. Martin suggested reviewing all the policies and then go back to determine which is a policy and which is a guiding principle.

Chair Han said she will contact Rebecca Bryant regarding the scope of Easton Public Schools' policies.

The Committee made following changes to Policy File KBA:

The second paragraph was changed to read, *"While parents are individually responsible for their children, during the time that the Easton Public Schools provides direct services of education for students they are within the supervision of school personnel."*

The third paragraph was changed to read, *"Additionally, parental involvement in the schools is encouraged via communication with the school principal and staff, the Parent Advisory Council, the School Council, the school volunteer program, and for similar school based activities and programs."*

The Committee made the following changes to Policy File KCB:

The second paragraph was changed to read, *"Citizens will be encouraged to share ideas, concerns, and/or questions about the schools to the school administration, to any appointed advisory bodies, and to the Committee through established channels."*

The Committee made the following changes to Policy File KCD:

The first sentence in the first paragraph was changed to read, *"The Superintendent will have the authority to accept non monetary gifts and offers of equipment for the schools in the name of the Committee when the gift is of educational value."*

The second sentence in the second paragraph was changed to read, *"Any gift of cash, whether or not intended by the donor for a specific purpose, must be approved by the*

*Committee and handled as a separate account and expended at the discretion of the Committee, as provided by law."*

Chair Han suggested this policy be combined with the J Policy on "Donations".

The Committee made the following changes to Policy File KDB:

The Committee decided to eliminate the second paragraph.

The Committee decided to change the second sentence in the third paragraph to read, *"No records pertaining to individual students or staff members will be released for inspection by the public or any persons not authorized by the Superintendent or other persons responsible for the custody of confidential files."*

The Committee decided to change the third sentence in the third paragraph to read, *"The exception to this will be information about an individual employee or student, over the age of 18, that has been authorized in writing for release by the employee or student, or student's parent."*

Dr. Keough said he would send this policy to Rebecca Bryant for suggestion on the age of a student regarding the "Public's Right to Know" policy.

The Committee made the following changed to Policy File KDD:

The Committee decided to eliminate the first paragraph.

The Committee decided to change the second paragraph to read, *"Representatives of the media will be given equal access to information about the schools."*

The Committee decided to eliminate the second sentence in the second paragraph.

The Committee changed 1. to read, *"The School Committee Chairman will be the official spokesman for the Committee, except as this duty is delegated to the Superintendent or member of the School Committee."*

The Committee made the following changes to Policy File KE:

The Committee decided to remove the last sentence in the first paragraph, *"Exceptions will be made when the complaints concern Committee actions or Committee operations only."*

The Committee changed the third paragraph to read, *"If a complaint, which was presented to the School Committee is referred back through the proper channels, the School Committee should be updated as to the disposition of the matter and proper documentation will be maintained."*

The Committee changed the proper channeling on Public Complaints to:

1. *Staff Member*
2. *School Building Administrator*
3. *Appropriate Central Office Administrator*
4. *Superintendent*
5. *School Committee*

The Committee changed the fourth paragraph to read, *"When it is appropriately directed to the Committee, the Committee will review the complaint and explore possible courses of action with the Superintendent."*

The Committee decided to pull KHA for further discussion.

Ms. Martin suggested looking into other school districts' policies on "Public Solicitations in the Schools".

Dr. Keough said that the Policy Subcommittee should meet again to review these policies.

Chair Han said that Bill Matthews should remind all the coaches of removing the little signs on the softball field.

The Committee changed the following on KI:

The third paragraph was changed to read, *"The following procedures for classroom and school visits are to be followed:"*

Number 1: *"Parental requests for classroom visitations will be welcomed as long as the educational process is not disrupted. Requests must be made at least forty-eight hours in advance to allow for proper arrangements to be made."*

Number 4: *"Classroom observations will not be permitted the first three weeks of school in September and June without the explicit approval by the principal."*

Number 5: *"If permission is granted the guest in the school must ask permission of the principal at least 48 hours in advance of the proposed visit."*

Ms. Martin suggested they explore KJA further.

The Committee decided to remove the third paragraph in KLG.

On a motion by Ms. Martin, seconded by Ms. O'Neill, with a 5-0 vote, the Committee approved the changes made to Policy File K with the exception of KJA.

On a motion by Ms. O'Neill, seconded by Ms. Martin, with a 5-0 vote, the Committee tabled the review of Policy File L.

**Review Technology Policies File I Changes (second reading):**

Dr. Keough met with John Sousa, Director of Technology, to discuss the policies related to technology. He continued that some changes were made and referred to the copies in the packets.

On a motion by Ms. Weisman, seconded by Ms. De Luca, with a 5-0 vote, the Committee approved the changes made to Policy I relating to technology.

**Water Issue Update:**

Dr. Keough said that the district opted in to have the water tested through a grant program with the state. He continued that some samplings tested low levels of lead in the water and in some cases, copper. Dr. Keough said that anything that tested .015 is unacceptable. He continued that some levels came in at .016 and at the Parkview School a sampling came in at .017 from a kettle that had been sitting for years but has not been used. He said that line is completely offline.

David Twombly said all the bubblers and waters will be tested through Monday. He continued that parents were notified, and he and Dr. Keough determined that flushing will continue every single morning. Mr. Twombly said the results from the Richardson Olmsted School and Moreau Hall came back yesterday. He continued that the Moreau Hall results were within a small range. Mr. Twombly said that the Department of Environmental Protection states to shut the faucets down or start a flushing program. He continued that the custodians have been flushing and have a log of the location of the faucet, the time and the date of the flushing.

Dr. Keough said that it is not believed to be something in the water supply, it is believed to be in the faucets.

Mr. Twombly said that the results of a second sampling determines whether the fixture will be shut down or replaced. He said that flushing will be done daily. Mr. Twombly said that the DPW has been very supportive and that Todd from the DPW has been awesome. He said the state pays for the testing the first time, the second test is paid by the district as well as any replacement of fixtures.

Dr. Keough stated that the district will continue to keep the community informed.

**Possible Appointment of a School Committee Member to the Easton Education Alliance:**

Chair Han read a letter from the Easton Education Alliance.

Ms. Martin suggested that they reply that the Committee will be more inclined to appoint a liaison.

Chair Han said she will get more information regarding this from Ian at the Easton Education Alliance.

**Possible Approval of Athletic Revolving Account Expenditures:**

Dr. Keough said that he has had conversations with Bill Matthews about potentially using money from the athletic revolving accounts to pay for replacement lights at the football field.

Mr. Twombly said the lights are twenty years old, and that they are the original poles and that every eight years the poles should be changed out. He continued that they went out to bid and worked with a designer to prepare the bid. Mr. Twombly said the vendor who won the bid was Island Lighting. He said their bid came in at \$269,000 and that the project could begin in the spring. He continued that it would be a proactive move to get the lights fixed before they fail. He said they would be energy efficient.

Dr. Keough said it is a safety concern as well.

Ms. O'Neill said she would like to know the life expectancy of the bulbs and poles.

Marilyn Gordon said that the gate receipt money is used to pay for security, people who monitor the fitness centers after school, the score keepers and the statistics people. She said the user fees are for the buses, the Athletic Trainer and the credit card fees.

Dr. Keough said that if they can use money that is coming in to pay for something instead of using capital, then that would be a good thing.

On a motion by Ms. Martin, seconded by Chair Han, with a 5-0 vote, the Committee voted to move forward with the intent to replace the poles and lights by using a portion of the money from the gate receipts and user fee funds but would like additional data on the life expectancies of the poles.

**Superintendent and School Committee Goals:**

Dr. Keough said he took the feedback from the Committee and processed it with Chair Han. He continued that he tweaked the goals and feels it captures what the Committee would like to see happen.

It was suggested that feedback go to Chair Han and she would follow up with Dr. Keough.

**Superintendent Notes:**

Dr. Keough said that he attended the National Honor Society Induction event and the enjoyed the portion where students stand and recognize the teacher who has inspired or impacted their life. He continued that it was so genuine and a nice experience. He said he wanted to send his appreciation to Wes Paul, Joan Holt, and Sue Sweeney who did a great job and congratulations to all the kids.

Dr. Keough said that the new Superintendent's Bulletin went out and that he referred to the initiatives in the district including the one goal, related to evaluations. He continued that they will continue to include this type of information in the 50 Oliver Newsletter as well.

Dr. Keough said they are still waiting to hear back from the MSBA and that Mr. Twombly sent them the lead information and that he will follow up with Mr. Twombly .

Ms. Martin encouraged people in the community to contact their local representatives to request their support for this cause .

Dr. Keough said the Veterans' Day celebrations were amazing, really touching and a true spirit of giving in schools in recognizing the veterans. He said that he received a great book from the students in Ms. Sanpietro's class filled with letters that the students wrote to veterans. Dr. Keough said pictures are in the Newsletter from the book.

Ms. De Luca said she enjoyed the marching band and that they were very good.

Dr. Keough said it wasn't surprising that many of the kids recognized their music instructors.

Ms. De Luca said the kids struggle to just pick that one teacher and it is quite an honor to be selected.

**Assistant Superintendent Notes:**

Dr. Cabral said there is a teacher in the district who has been working hard for several months to achieve developing a global educational project and that she is requesting, if she is accepted, a partial leave of absence. She continued that as per the contract, they need to select a committee which will consist of three people from EEA and the School Committee needs to appoint three people to this committee as well. Dr. Cabral said the leave that she is requesting allows her seventy five percent of her contract and that it would run next January through next September and that the decision will be made in April.

Chair Han suggested that they put this on a workshop.

The Committee decided to add another workshop on December 16th.

Dr. Keough said he had a great meeting with Wes Paul and Lee Chen, who is on the PCC Board of Directors, and he is a representative from Boston Wise. He continued that and Mr. Chen's organization currently brings kids from China to Stonehill College but he is also working with developing exchanges. He continued that he is interested in having our kids exchange with China. He continued that he likes this idea and would like to have Mr. Chen attend a School Committee meeting. He said that this could potentially lead to bringing in the Mandarin foreign language.

**School Committee Notes:**

Ms. De Luca said she and Ms. O'Neill were at the FEEE Meeting and that there seemed to be concern over the kids taking the MCAS on the computer. She asked if the sixth graders will be taking the test on the same day.

Dr. Cabral said that in the past that has been the case however, due to technology issues in other districts the state is being lenient. She continued that Easton will try to keep it on the same day, and that it is not a state requirement. She continued that Easton has gone through the infrastructure equipment, a needs assessment, devices have been checked and it will involve borrowing carts from other schools and limiting the use during testing. She said the testing will mostly be done using Chromebooks, Macbooks and desktops.

Dr. Keough said that he has had conversations with John Sousa and Marilyn Gordon and determined the greatest needs, and they have a plan where Jessica Garbowksi will work with the students and teachers so that they are comfortable when using the technology for the MCAS testing.

Ms. De Luca said the Moscato Mile was on November 10th and the kids had fun time.

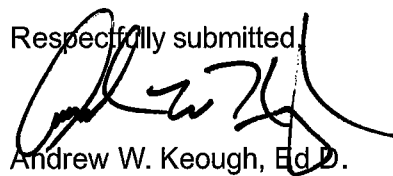
Ms. Martin said that the US Department of State offers teachers critical language programs.

Dr. Cabral said she did apply through the French Consulate when she was in another district but she has not here because a lot of them operate on the exchange principle and a teacher will have to go there.

**Executive Session - Personnel Issue:**

On a motion by Ms. De Luca, seconded by Ms. Martin, with a 5-0 vote, the Committee was polled and entered into Executive Session, not to return to Open Session at 11:30 a.m.

Respectfully submitted,



Andrew W. Keough, Ed D.  
Secretary