

EASTON PUBLIC SCHOOLS  
EASTON, MA

EASTON SCHOOL COMMITTEE WORKSHOP MINUTES  
Friday, June 16, 2017

**Minutes of School Committee Workshop Meeting, June 16, 2017**, 50 Oliver Street, Upstairs Conference room, convened at 2:45 p.m. Present: Jacqueline Weisman, Nancy De Luca, Jane Martin, Caroline O'Neill, and Dr. Cabral.

**Call Meeting to Order:**

Chair Weisman called the meeting to order at 2:45 p.m.

**Discussion and Vote on the Assistant Superintendent Candidates:**

Chair Weisman said that she would like to discuss the four finalists for the Assistant Superintendent position, as the Committee had interviewed them and forwarded two candidates to Dr. Cabral. Chair Weisman said that Dr. Cabral will check references on the two finalists and forward her recommendation to the School Committee for their final appointment next week at a scheduled meeting.

Chair Weisman thanked the Search Committee and noted that Ms. Gordon, Ms. De Luca and the rest of the Search Committee provided the School Committee with four outstanding candidates.

The Committee members spoke briefly about each candidate; Ann Weintrob, Dr. Leslie Scollins, Christine Pruitt and Dr. Elizabeth Homan. Following the discussion of each candidate, each member stated her preference for the two finalists.

On a motion by Ms. O'Neill, seconded by Chair Weisman, with a 3-1 vote, Christine Pruitt and Dr. Elizabeth Homan were chosen as the two finalists to put forth to Dr. Cabral for her choice for the position of Assistant Superintendent.

Dr. Cabral said she will contact references on Ms. Pruitt and Dr. Homan and then make her recommendation to the School Committee. The Committee agreed to meet on Thursday, June 22nd at 12:00p.m. for a vote based on Dr. Cabral's recommendation. Ms. Martin thanked all the candidates that came before the Committee for their time and commitment and noted that the position is pending the acceptance from the candidate chosen and successful contract negotiations.

**OA Brand and Logo Project Presentation:**

Bill Matthews, Athletic Director presented to the Committee a new Oliver Ames High School brand and logo. Mr. Matthews said he has been working on the project for a couple of years and the cost of the project was \$1,000.00.

Mr. Matthews presented a powerpoint presentation.

A discussion followed the presentation.

Ms. Martin asked if the district's clubs and activity organizations will be aware of the new brand and logo. Mr. Matthews assured the Committee that he had reached out to everyone.

The Committee supported Mr. Matthew's new OA Brand and Logo that was presented.

**Approval of Food Service Contract:**

Marilyn Gordon said that this is the third year of the Food Service contract and therefore, it is up for renewal. Ms. Gordon continued that the contract was put out to bid and Whitsons was the only company that submitted a bid. She said that with the lunch price increase, this will be a "break even" contract. Ms. Gordon said she had the attorney go through the contract, which was the same as the contract three years ago, and that the attorney approved. However, Ms. Gordon also had to get approval from DESE's Department of Nutrition. She continued that there were two items that needed to be added; the environmental protection clause realated to clean air and water; and second, a statement that the vendor agrees that each invoice will show every discount, credits, and rebates and what they entail.

On a motion by Ms. O'Neill, seconded by Chair Weisman, with a 4-0 vote, the Committee approved the Food Service Contract.

**Review and Adopt the Updated School Committee Policy Manual:**

The Committee reviewed the updated School Committee Policy Manual that was prepared by Jim Hardy from the MASC.

Ms. Martin mentioned that there were no dates at the bottom of the pages of the policies. Lynn Souza, Assistant to Dr. Keough, said she sent all dates that each policy section was revised to Mr. Hardy.

Ms. O'Neill said that every policy change should have a revised and adopted date on each policy.

On a motion by Chair Weisman, seconded by Ms. De Luca, with a 4-0 vote, the Committee adopted the updated School Committee Policy Manual that was approved at prior meetings and rescind all previous versions effective June 16, 2017.

**Approval to Designate One Member of the School Committee to Sign Warrants per “Act to Modernize Finance and Government Part 4: Financial Management and Governance Approval of Bills/Warrants Sections 57-58”:**

Ms. Gordon said that this would be a convenience for the School Committee. The Committee decided to hold off and keep the current procedure in place.

**Update on School Building Planning Committee:**

Dr. Cabral said that she along with Ms. Martin and Ms. O’Neill are on the School Building Planning Committee and that they plan to have an introductory meeting on June 27th at 2:00 pm. At that time, they will choose a Chairperson and Vice Chair of the Committee. Ms. Martin said she wanted to provide the new committee with information from past projects. Ms. O’Neill suggested that the information from the Dore and Whittier presentation be provided to the School Building Planning Committee.

**Religious Holidays Attendance:**

Dr. Cabral said that she did an analysis of the entire year. She said that it is important to investigate the reasons behind a significant number of absences over the average per day. She mentioned the significant number of absences the day after Halloween and that the Cabinet members discussed briefly making that day a Professional Development day however, it was too late to make the change. She said when scheduling Professional Development days they purposely try to schedule them about a three day weekend providing families a four day opportunity however, the four days turned into five and six days for absences. She continued that the largest number of absences in the school year about half days for conferences, beginning of vacations and three day holidays that have a Professional Development day. She said that there were sixty five more absences for a total of one hundred and seventy five absences. Dr. Cabral continued that Veteran’s Day, Professional Development day and Election day happened to fall within the same week and that week had over six hundred absences. She said that because people had the opportunity to get absentee ballots for election day, people didn’t have to stay in town therefore, a lot of people made that a week long vacation. Dr. Cabral said the Professional Development days have since been separated from holidays. Dr. Cabral said the reduction of half days helped with absences. Dr. Cabral said the district average of absences from January to June was 177.4 and September to December had 135.6. Dr. Cabral said the absences for Rosh Hashanah for staff were 12 one day and 4 the second day of observance; Yom Kippur absences for staff were 0 and 10 the second day of observance; and there were 0 absences on Good Friday. She continued that there were 297 the first day of observance and 111 the second day for student absences for Rosh Hashanah, 132 the first day of observance and 279 the second day of observance for student absences on Yom Kippur and 600 student absences on Good Friday, which happened to be the Friday before vacation. Ms. De Luca suggested looking into the number of tardies for the year beginning the year they

changed the school's start times. Ms. O'Neill said it was put on the agenda for the next meeting.

**Approval of Contract for Math Program K-5:**

Dr. Cabral said she was so proud of the PK-12 Math Committee who worked on looking into the programs available. She continued that the Committee met several times, they created an extremely comprehensive four page rubric, and discussed the non negotiable power standards that were important to them for a successful program. She said they looked into several publications to see what the reviews were from other districts, which was about 40 districts. Dr. Cabral said they narrowed it down to 3 programs upon which they gave the vendors a sample rubric and asked them to tailor their presentation to the needs of Easton. She said after the presentations the Committee had an unanimous vote to go with the Bridges Program; Dr. Cabral did not vote in the process. She said Bridges is from the Math Learning Center which is a non profit organization after a project of the National Science Foundation. The Committee connected remotely with a teacher in Oregon who explained the program and the entire program is available on line. Dr. Cabral said that it cost under \$200,000.00 for every teacher in every grade combined (K-5) and referred to a document listing the materials. She said that Easton is the first district in Massachusetts to use the program and it is based on the Common Core Standards.

Ms. De Luca said she was excited and that it was great that it was unanimous.

Ms. Martin asked if the children at home who don't have an equal level of support, if the program has a large at home component. Dr. Cabral said that the teachers will decide based on differentiating for student needs and that they can modify.

Ms. O'Neill said that she remembers the Everyday Math program and at that time it was a 50-50 vote so to have 25 people vote unanimously for one program is important and loved the idea that it is non profit.

On a motion by Ms. O'Neill, seconded by Ms. De Luca, with a 4-0 vote, the Committee approved the purchase of the Bridges 2nd Edition Math Program for K-5 students in the amount of \$186,396.72.

On a motion by Ms. O'Neill, seconded by Ms. De Luca, with a 4-0 vote, the Committee authorized Chair Weisman to sign the Bridges 2nd Edition Math Program Contract for K-5 upon approval by the Town Council and the vendor.

**Discuss Adding Workshop Meeting in July:**

Chair Weisman suggested adding a workshop meeting on July 10th at 9:15 am and the Committee agreed.

**Human Rights Committee Resource for Staff:**

Ms. O'Neill said she is the representative from the School Committee for the Human Rights Committee and it was suggested by the Human Rights Committee to distribute a document to the staff that lists all the religious holidays as a resource for awareness. She continued that she and Liz Bornstein, member of the Human Rights Committee, and Janice Narsasian met with Dr. Cabral to discuss. Dr. Cabral said she will share this information at the Management Conference with the Cabinet members so they can put it in their back to school packages.

**Superintendent Notes:**

None.

**Assistant Superintendent Notes:**

None.

**School Committee Notes:**

None.

**Adjournment:**

On a motion by Ms. De Luca, seconded by Chair Weisman, with a 4-0 roll call vote, the Committee adjourned at 4:54 p.m.

Respectfully submitted,



Lisha Cabral, Ed.D.

Secretary