

EASTON PUBLIC SCHOOLS
EASTON, MA

EASTON SCHOOL PLANNING COMMITTEE MEETING MINUTES
Tuesday, June 27, 2017

Minutes of School Planning Committee Meeting, June 27, 2017, 50 Oliver Street, Upstairs Conference room, convened at 2:00 p.m. Present: Dr. Cabral, David Twombly, Ann Weintrob, Ben Hampton, Carly Hudson, Caroline O'Neill, Connor Read, Daniel Murphy, David Field, Jane Martin, Ken Carlson, Rebecca Smart-Tellyer and Thomas Brussard.

Call Meeting to Order:

David Twombly called the meeting to order at 2:00 p.m.

Introductions of Members:

The members introduced themselves.

- David Twombly, Director of School Operations for Easton Public Schools
- Ken Carlson, Wastewater Engineer, member of the Municipal Building Committee
- Jane Martin, member of the School Committee for Easton Public Schools, former member of the Municipal Building Committee
- Rebecca Smart-Tellyer, Parent, former School Teacher at Canton Public Schools, interim Performing Arts Coordinator for K-12 in Canton Public Schools
- Carly Hudson, Parent, Board member of FEEE, Co Chair of the PAC at Center School
- Lisha Cabral, incoming Superintendent of Easton Public Schools
- Connor Read, acting Town Administrator for Town of Easton
- Dan Murphy, member of the Board of Selectmen for Town of Easton
- Tom Brussard, member of the Finance Committee for Town of Easton
- Dave Fields, Director of the Public Works and member of the Municipal Building Committee
- Ann Weintrob, Principal of Center School
- Caroline O'Neill, member of the School Committee for Easton Public Schools
- Ben Hampton, member of the Finance Committee for the Town of Easton

Dr. Cabral thanked everyone and said she appreciates the time that they are willing to put into the project.

Review of the Schedule of Deliverables to the MSBA and the Next Steps:

Mr. Twombly explained that the project is in the Eligibility Period Module One and he referred to the Schedule of Deliverables which covers a 270 day period which had a start date of April 3, 2017. Mr. Twombly listed the Deliverables that have been submitted: Initial Compliance Certification submitted by May 3, 2017, the formation of the School Planning Committee, the Educational Profile Questionnaire submitted prior to the July 3rd deadline and the Online Enrollment Projection submitted prior to the July 3rd deadline. He continued that the upcoming Deliverable is the Enrollment/Certification Executed which is due by October 2nd. Mr. Twombly said the MSBA will meet over the summer and they will invite some of the Administrators to attend this meeting to discuss the documents that have been submitted. He continued that David Field and his group will be working over the summer on the Maintenance and Capital Planning Information which is due October 2nd. Mr. Twombly suggested the Committee visit the MSBA website. Mr. Twombly said the next item on the Schedule of Deliverables and the Modules will be in November at Town Meeting. He said there will be a warrant article for Town Meeting that the MSBA will provide specific language similar to the Statement of Interest that was submitted. Mr. Twombly said the purpose of the warrant article is to help fund the Feasibility Study and Schematic Design. He continued that the Feasibility Study and Schematic Design is Module Two and will begin in January. He said at this time the Committee will be very involved in the project and will select an Owner's Project Manager who will help in the selection of an Architect or Designer to begin working on the project. Mr. Twombly said the Architect will provide three types of planning versus a preliminary plan. He continued that the total timeline of the project could potentially be two years before a shovel is put in the ground.

Ms. Martin said that this project may not necessarily just be for Center School and that it would be helpful if the Committee had access to the background information from the Dore and Whittier Facilities Report and the Dore and Whittier Visioning work.

Mr. Twombly confirmed that Center School had the most need; MSBA recommended that Easton submit Statement of Interest for Parkview and Moreau Hall schools as well as this will give flexibility during the feasibility and design phase for design purposes such as grade reconfigurations. He said that Dore and Whittier did an assessment of all of the town buildings and the schools and provided a report and visioning for options for the Town.

Dr. Cabral clarified that the role of the School Planning Committee is truly a planning committee and it will be important for the Committee to communicate with the community to address the best needs of the students in the district. She continued that they included potential configurations from the Dore and Whittier group in the documents that were submitted and that they will share the Dore and Whittier slide presentation, the current capacity of the schools, and that they need to be shared with the community.

Ms. Martin said that the Committee will need to juggle the needs of the District with the financial constraints of the community with funding and the desires of the MSBA.

Mr. Brussard suggested reaching out to other districts that are in the process of a MSBA project.

Dr. Cabral suggested the Committee tour all three elementary schools. The Committee agreed to tour the schools the week of July 10-14th.

Appoint Committee Chair and Vice Chair:

Mr. Twombly said that with the exception of himself and David Field, the rest of the Committee are voting members of the School Planning Committee.

On a motion by Ms. O'Neill, seconded by Mr. Murphy, with an 11-0 vote, the Committee appointed Ms. Martin as Chair of the School Planning Committee and Mr. Brussard as the Vice Chair of the School Planning Committee.

It was suggested to have Lynn Souza take the minutes for the School Planning Committee during the school day and the Committee will look into having a per diem person take minutes for any meetings that take place after the school day.

Ms. Martin said she will coordinate with Mr. Twombly to tour the schools and collect information from Dore and Whittier for the next meeting as the background information would be helpful. She continued that before the end of the summer the Committee should put together a short presentation for the Board of Selectmen and the Finance Committee before the warrant process. Ms. Martin said she will do a doodle poll for everyone's availability to schedule a meeting in August.

Mr. Hampton said that there are two pieces from the Dore and Whittier report that will give background as far as the structure, what needs to be done to bring it up to code, safety issues, and how the required program has changed since the school has been built versus the state's program requirements today.

Mr. Brussard asked the financial size of the project.

Dr. Cabral said the biggest takeaway from the MSBA training was do not "guesstimate" figures for your town.

Mr. Field said a takeaway is that the MSBA only funds severe needs.

Mr. Murphy said his takeaway is that the goal should be to maintain community feel in a modern facility that can meet our current needs.

Dr. Cabral said maintain small learning communities regardless of the size of any building.

Ms. Martin said that they will start putting together a presentation for the September time frame for the Board of Selectmen and the Finance Committee in anticipation of Town Meeting in November.

Ms. Weintrob said July 10, 13 and 14th would be ideal for tours of the elementary schools.

Connor Read said that funds from the Avalon project have already been put aside to be used for the Feasibility Study should the Town vote for this in the fall.

Adjournment:

On a motion by Mr. Read, seconded by Mr. Brussard, with an 11-0 vote, the School Planning Committee adjourned at 3:18 p.m.

Respectfully submitted,

Lisha Cabral, Ed.D.
Secretary