

PLAINVILLE SCHOOL COMMITTEE MEETING  
Minutes of February 28, 2017  
Regular Session

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CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 4:41 p.m. in the Wood School Learning Commons. Also present were Maggie Clarke, Javed Iqbal, and Superintendent Raiche. Absent: Charlene McEntee and Linn Caprarella. The meeting was audio and video recorded.

Administrators Present: Kate Campbell, Principal, Anna Ware Jackson School  
Edward Clarke, Administrator of Special Education and Support Services  
Caron Ketchum, School Business Administrator  
Robin Roberts-Pratt, Principal, Beatrice H. Wood School  
Stephanie Whitaker, Technology Systems Administrator

NEW BUSINESS

a. *Book Study-The Art of School Boarding*

The Committee continued their discussion on selected chapters from the book, *The Art of School Boarding*. Some of their comments:

- Maggie: struck by the code of conduct, i.e. As a school committee member, one represents all constituents
- Amy: a balance of special interest concerns and making decisions as a committee
- Javed: many ideas expressed in the book seem so obvious; he agreed with Maggie that as a school committee member, one represents everyone in the town. He also noted that school committee members do not have a role in running the day to day operations of the schools and any concerns that need to be addressed need to follow a chain of command

**Linn Caprarella arrived at 4:50 p.m.**

- The group suggested having a written document outlining the proper chain of command for potential areas of concern cited by parents and including this document in the student/parent handbook
- Linn: the Committee has always followed proper procedure, i.e. start with the teacher, then principal, and then if needed, the superintendent. The Town supports the schools and she states the Committee is transparent with the budget and decision-making
- Dave: The book reiterated the criteria of hiring quality people and having systems in place for them to be successful. He said, if a parent contacts him for a concern, he listens, as people first and foremost want to be heard.

In summary, the Committee echoed that the students come first and any decision-making ought to positively impact students in the district.

The Committee will read chapters 9-12 and discuss at their next book study session.

*b. Policy Review: Policies BEDD, BEDF, BEDG, BG, BGB, BGC, BGD*

The Committee reviewed the aforementioned policies.

- BEDD, Rules of Order—no change
- BEDF, Voting Method—no change
- BEDG, Minutes—no change
- BG, School Committee Policy Development—no change
- BGB, Policy Adoption—no change
- BGC, Policy Review and Evaluation/Manual Accuracy Check—no change
- BGD, School Committee Review of Regulations—no change

The Committee will continue policy review at a future meeting.

*c. School Committee Goals Review*

The Committee reviewed their goals and agreed upon the action steps taken to complete their goals. Goal #1, *To improve community engagement, the school committee will participate in activities both within and outside of the school building to develop transparency and understanding of school and community needs.* The Committee had one meet and greet session on February 16, 2017 and has a second one scheduled for April 7, 2017, continues to investigate BoardDocs, will begin to upload backup documents for meetings to the website, and will add their pictures and profiles to the website. The coffee and conversation that previously was held at the Senior Center does not appear to be happening as frequently and Maggie will look into this matter. For Goal #2, *To educate the community and legislators, the school committee will improve its knowledge base on local, state and federal issues that would impact policy within the schools.* The Committee is hosting the Division 3 MASC meeting at Wood School on March 18<sup>th</sup> and will be attending the Day on the Hill this coming April. No one has been able to attend state representatives “office hours”. Maggie had sought out advice from Glenn Koocher from MASC and he attended a meeting in December 2016. They have engaged in book/literature review and Amy asked if they would be willing to add a discussion of the Marshall Memo to future agendas. Linn will report out on an article at the March 14<sup>th</sup> meeting and Maggie will report out on an article at the March 28<sup>th</sup> meeting.

**At 5:44 p.m. a MOTION by Linn Caprarella seconded by Javed Ikbal to take a 15-minute recess. So voted.**

**The meeting reconvened at 6:04 p.m.**

APPROVAL OF MINUTES

**MOTION by Maggie Clarke, seconded by Javed Ikbal to approve the February 14, 2017 regular session minutes. Mrs. Caprarella noted one change at the bottom of page 4, section d. in the motion by Charlene McEntee to waive a second reading of the policy--change the name of Charlene McEntee to Linn Caprarella for the seconded by name. So voted.**

**MOTION by Maggie Clarke, seconded by Javed Ikbal to approve and hold the February 14, 2017 executive session minutes. So voted.**

SHOWCASE

None.

COMMENTS BY CITIZENS AND FACULTY

None.

COMMUNICATIONS AND AUDIENCES

None.

COMMENDATIONS

None.

ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

a. King Philip School Committee-Mrs. McEntee

There was no report as Mrs. McEntee was absent from the meeting.

b. Negotiations Subcommittee-Mrs. Caprarella, Mrs. Clarke

Mrs. Caprarella said the Committee met on Monday, February 27, 2017 and will meet in executive session at tonight's meeting.

c. Budget Subcommittee-Mrs. McEntee, Mrs. Abrams

The budget subcommittee met on Thursday, February 23, 2017 and reviewed the FY18 school budget in preparation for the budget hearing to be held at tonight's meeting.

d. Communications Subcommittee-Mrs. Abrams, Mr. Ikbal

The communications subcommittee met today at 4:00 p.m. and continued their discussion on BoardDocs (Javed asked the Committee members to review the video which he sent to them) and he also noted there is a new version of the School App.

e. Town Building Committee-Mrs. Clarke

Mrs. Clarke said the projected budget for the new town buildings is at 34.1 million. The Building Committee met with the Board of Selectman last evening and will be meeting with abutters of the new buildings at the library tomorrow night. She welcomed any community member to attend their meetings which are generally every Wednesday evening at the Senior Center. The website is up, and one may view drawings and any information that is available on the project.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

Appointment:

Kiesha Philistin, Substitute Speech Language Assistant, effective March 20, 2017 through the conclusion of the current school year

## SUPERINTENDENT'S REPORT

### a. *Fundamental Shifts in Education*

Superintendent Raiche shared a PowerPoint and article he received while in attendance at the M.A.S.S. mid-winter meeting. Bill Daggett, the presenter of the PowerPoint, *Preparing Students for Success* and for the article on *Fundamental Shifts*, is a dynamic speaker. Superintendent Raiche said the contents of these documents is “good for educators to be aware of” as well as anyone involved in education. Recently, the Leadership Council discussed these presentations. Of note, “find relevant and actionable assessments that work for your school and start with data to drive strategic change.”

### b. *Additional Fountas & Pinnell Assessment Information and Data*

As a follow-up from previous assessment information provided to the Committee Superintendent Raiche shared testing information on Fountas & Pinnell.

## OLD BUSINESS

None.

## NEW BUSINESS

### a. *Public Hearing for the FY2018 School Budget*

6:15 PM

Superintendent Raiche shared a PowerPoint presentation on the proposed FY2018 School Budget on behalf of the Budget Subcommittee. Some of the items he reviewed were enrollment, number of classes, class size, enrollment of special education and ELL students, staff additions--special educator, instructional paraprofessional, network administrator, student adjustment counselor, nurse (.2) and instrumental music program teacher (.2), staff reductions--classroom teacher, current staffing, and the primary function of a network administrator and student adjustment counselor. In addition, he outlined five components of the budget: District Leadership and Administration, Instruction, School Services, Operation and Maintenance and Programs-Other Districts. He also spoke about the changing demographics and increase in low income families (22.5%) as well as Chapter 70 aid and town contributions to the budget.

The total budget proposed is \$9,075,597, which is a 2.96% increase over the FY17 budget. A vote to approve the FY2018 budget will be taken at the next school committee meeting on March 14, 2017.

### b. *BayState Textiles, Inc. Gift Received, \$32.75 (Vote Required)*

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve \$32.75 from BayState Textiles, Inc. for the Plainville district to be used to reimburse expenses for district technology purchases. So voted.**

### c. *Formation of Calendar Committee*

Mrs. Abrams would like to form a Calendar Committee which would consist of a school committee member(s), superintendent, staff of the public schools and community members. She would like to entertain the idea of changing the current school vacation weeks of February and

April into one vacation week in March. She foresees this happening, if there is interest, in three to four years. In addition, she would like to invite Wrentham, Norfolk and King Philip representatives to the formation of the Calendar Committee for their input. She hopes the Calendar Committee can be formed in the fall of 2017. Superintendent Raiche will send out an email blast in the near future about the Calendar Committee.

*d. Legislative Update*

The MASC Division 3 meeting is scheduled at the Wood Elementary School on Saturday morning, March 18, 2017.

*e. Any item(s) not anticipated at the time of posting*

None.

**INFORMATION**

There was no discussion on items in information.

**EXECUTIVE SESSION**

*a. Negotiations – Plainville Education Association (PEA)*

**MOTION by Linn Caprarella, seconded by Javed Ikbal, to go into Executive session at 6:52 p.m. for the purpose of discussing collection bargaining strategies which, if held in open session, might hurt the Committee’s bargaining position.**

Roll Call Vote:

Amy Abrams	Yes
Linn Caprarella	Yes
Maggie Clarke	Yes
Javed Ikbal	Yes

Returned from Executive session at 7:16 p.m.

**ADJOURNMENT**

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to adjourn at 7:17 p.m. So voted.**

Respectfully submitted,

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Susan M. Rieger, Recording Secretary

**Meeting Handouts:**

- Agenda
- Policy Review documents in Section B
- School Committee Goal documents for two goals
- Minutes from February 14, 2017
- Resignations, Transfers, Appointments and Leaves:

- Memo on an appointment
- Superintendent's Report:
  - Documents regarding the items listed in the superintendent's report
- New Business:
  - PowerPoint on the FY2018 School Budget
  - Memo regarding the receipt of a check for \$38.50 from BayState Textiles
- Information::
  - Memo to Staff dated February 13, 2017 regarding mid-year data
  - Memo to Staff dated February 22, 2017 regarding Showcases and Communications and audiences at the School Committee Meetings
  - Approved Index I for Policy Manual
  - Policies Approved: File IHAMA, File IHAMB, File IJNDB, and File INJDB-E
  - School Calendar for 2017/2018