

PLAINVILLE SCHOOL COMMITTEE MEETING
Minutes of January 23, 2018

Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:02 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Ikbal, Charlene McEntee and Superintendent Raiche.

Administrators Present: Edward Clarke, Administrator of Special Education
Caron Ketchum, School Business Administrator
Robin Roberts-Pratt, Principal, Beatrice H. Wood School
Stephanie Whitaker, Technology Systems Administrator

APPROVAL OF MINUTES

MOTION by Linn Caprarella seconded by Maggie Clarke to approve the January 9, 2018 regular session minutes as presented. So voted 4 in favor, 1 abstain (Mr. Ikbal)

SHOWCASE

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

Mrs. McEntee reported that King Philip School Committee met last evening and that it was well attended; items on the agenda were:

- Public Hearing on the FY2019 budget; the budget presentation by Business Administrator Larry Azer was well put together and is available to review on the King Philip website;
- Update on the Superintendent Search; interviews are currently being conducted and three to five finalists will be forwarded to the full committee; it is anticipated that site visits will be held in February with the hope to select a new superintendent in March to begin employment in July

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

Nothing.

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

Mrs. McEntee said the budget subcommittee met prior to tonight's meeting to discuss the FY19 school budget and worked on decreasing the amount of the increase of the proposed budget. Mr. Raiche said

he and Mrs. Ketchum, School Business Administrator, are meeting with Jennifer Thompson, Town Administrator, next Monday, to discuss the budget as well as the town's designation as a 'green community'. The public hearing for the FY2019 school budget will be held at the February 27, 2018 school committee meeting.

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

Mrs. Abrams said that a meeting will be scheduled soon, most likely sometime next week.

e. Town Building Committee-Mrs. Clarke

Mrs. Clarke reported that the last meeting was held on January 17th. The primary discussion was with CTA, the construction company building the new town hall and safety building. The project is about 20 days behind schedule; the original date of completion was November 17, 2018. She said there have been some unforeseen issues with the 'old' Wood School, thus causing this delay. Overall, the project is moving along well.

f. Sick Leave Bank Committee-Mr. Ikbal

Nothing.

g. Wellness Committee-Mr. Ikbal

Mr. Clarke said that he met this past week with representatives from the Hockomock YMCA to discuss plans for the school-based food bank. He will be requesting donations as part of the planned Walk to School Day on February 14, 2018 with the hope that food will be available for pick up right before the school vacation week. He has also been working with Mrs. White, Food Service Director, on the coordination of this project. Mrs. Abrams asked how a decision will be made, due to inclement and/or cold weather possibly on the 14th of February, to inform parents about a potential cancellation of the Walk to School. Mr. Clarke said he would hope to notify parents a few days before the event, but with New England weather as it is, it could be the night before the Walk.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

a. Appointment:

Jennifer Amaral, Instructional Paraprofessional in the TLC classroom at Jackson School, effective February 5, 2018

b. Leave:

Caitlin Nunez, grade 6 teacher, will be on maternity leave beginning approximately February 8, 2018. Mrs. Roberts-Pratt is currently conducting interviews to find a long-term substitute.

SUPERINTENDENT'S REPORT

Nothing.

OLD BUSINESS

None.

NEW BUSINESS

a. BoardDocs Training

The members of the school committee, superintendent of schools, as well as the administrators in attendance and Mrs. Schoonmaker, PEA President, took part in a training to utilize the BoardDocs program for school committee meetings.

b. Mid-Year Food Service Department Report-Mrs. White

Mrs. White presented a PowerPoint on the mid-year food service report. Highlights of her report included:

- The goal to increase breakfast participation by 2% in 2017-18; currently the percentage is approximately 0.1% above last year.
- The goal to increase lunch participation by 1% in 2017-18; currently the percentage is 2.4% below last year.
- Ideas to increase participation: suggestions from the Wood School Student Lunch Committee; students at both schools serving lunch; offering a free lunch to kindergarten students, email blasts from principals promoting breakfast, coupon for band students for a free lunch, new menu items such as the power packs—one which Mrs. White provided to all school committee members tonight.
- Advocacy work at the federal level as well as state level. Mrs. Clarke asked who pays for her attendance at the workshops. Mrs. White replied that normally the school district would pay; however, since she is a Board member of the National School Nutrition Association, the cost is covered.

c. Mid-Year Professional Development Program Report-Mr. Clarke

Mr. Clarke provided a report on the status of professional development in the district. Highlights of his report included:

- Social/Emotional Learning: this has been a main focus this year and both the Behavioral Specialist at Jackson School and Adjustment Counselor at Wood School have been coordinating implementation efforts and on-going coaching and collaboration to address the growing student need in this area.
- Teaching with Technology: this continues to be a focus area for our staff. During the last inservice day on January 16th, held with our sister districts of Wrentham and Norfolk, nine of our staff were presenters in various areas of technology. In addition, the Digital Support Specialist has worked with the teaching staff to identify and incorporate various technology tools into classroom instruction.
- Next Generation Science Standards: Consultants from SEED (for grades Kindergarten – 5) and Blue Heron (for grade 6) have been helping our staff incorporate hands-on activities for classrooms through workshops/trainings and/or consultation.
- Summer 2017: Staff took part in Professional Development opportunities such as The Ins and Outs of Origo Math, and Practical Techniques for Formative Assessment and Feedback.
- In addition, Bi-County Collaborative, LSDO, and Norfolk Public Schools have provided various workshops/trainings that our staff have attended. Kate Campbell and Kristen Skeffington presented a workshop for Bi-County Collaborative on social/emotional learning.

In conclusion, the district is active in providing professional development opportunities for the teaching staff as well as the educational support professionals of the district.

d. Mid-Year Technology Report-Mrs. Whitaker

Mrs. Whitaker presented a report on the status of technology in the district. Highlights included:

- SNAP Program: this program is now migrated to an online central database which is quite helpful for the two school nurses.
- Wireless Clocks: all clocks in the schools are now 13” standard round wireless clocks. They adjust automatically for Daylight Savings Time and after power outages. Mrs. Abrams noted that having clocks all on the same time is very important (bells for classroom changes, lunch schedules, special schedules, etc.).
- Illuminate Education: this data warehouse solution provides teachers with a central location to store assessment data. Trainings have been ongoing and are going well. Mrs. Clarke asked if the data is safe, and Mrs. Whitaker said the program is in compliance with all Privacy Acts and she continuously monitors the safety of student data—all contracts contain language to ensure vendors know the importance of privacy and safety and that data is secure.
- Computer Science Education Week: this was celebrated December 4-10, 2017 and all students participated in an “Hour of Code” using free coding activities available on Code.org.
- Regional Tri-Town Professional Day: this was held on January 16, 2018 and was quite successful as the afternoon was dedicated to technology trainings and several staff from Plainville led workshops which were available for staff from Wrentham and Norfolk, too. Mrs. Whitaker meets regularly with the King Philip Regional Area Technology Administrators who are excited about future technology offerings.
- Enrichment: Mrs. Whitaker and Mrs. Lareau continue to provide a 3D design class for students and she spoke passionately about the projects students complete. In addition, they have added an enrichment class, Invent with Coding, for students in grades 4-6.
- Tri-County Affiliation: we continue to provide an opportunity for a student from Tri-County Regional Vocational Technical High School to intern with our technology department and this year Victoria Rezza is the student intern from Tri-County.

e. LifeTouch Checks: (Vote Required)

- Jackson School Gift Account, \$1,340.25
- Wood School Gift Account, \$1,757.00

Mrs. Caprarella asked what the Music in the Parks program was as this is where the funds will be utilized for Wood School students. It is a program where the instrumental music and choral students at Wood School attend an amusement park in Connecticut and play their instruments/sing in the park as part of this fun day.

MOTION by Maggie Clarke seconded by Javed Ikbal, to approve the LifeTouch Checks for Jackson and Wood School’s gift account as aforementioned. So voted.

f. Legislative update

Mrs. McEntee noted that there are two virtual schools in Massachusetts and attendance is increasing; these are public schools, much like a charter school, and do take funds away from our public schools if students from Plainville attend the virtual school. Mr. Raiche said we are in the process of obtaining information on Plainville students enrolled in schools other than Plainville Public Schools in order to complete DESE’s School Attending Children Report this February but to the best of his knowledge no Plainville student is currently enrolled in a virtual school.

- g. Any item(s) not anticipated at the time of posting
None.

INFORMATION

No discussion about these items.

EXECUTIVE SESSION

None.

ADJOURNMENT

MOTION by Charlene McEntee seconded by Javed Ikbal, to adjourn at 7:31 p.m. So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Regular Minutes from January 9, 2018
- Memo on Appointment and Leave
- New Business:
 - Mid-Year Food Service Department Report-Mrs. White
 - Mid-Year Professional Development Program Report-Mr. Clarke
 - Mid-Year Technology Report-Mrs. Whitaker
 - Memo on LifeTouch Checks: Jackson School \$1,340.25; Wood School \$1,757.00
- Information::
 - Food Service Information through December 2017
 - Quarterly Report of FY18 Budget and Revolving Accounts through December 30, 2017
 - Open Meeting Law FAQs: from The Commonwealth of Massachusetts, Office of the Attorney General, September 2017