

Agenda

Plainville School Committee Meeting
Tuesday June 13, 2017
6:00 PM
Wood School Learning Commons
72 Messenger Street, Plainville, MA

1. CALL TO ORDER
2. EXECUTIVE SESSION
 - a. Negotiations:
 - Plainville Education Association-Teachers
 - Education Support Professionals
 - Food Service Workers
3. APPROVAL OF MINUTES
 - a. May 23, 2017, Regular Session Minutes (Vote Required)
 - b. May 23, 2017, Executive Session Minutes (Vote Required)
4. SHOWCASE
 - a. Technology Enrichment Projects-Mrs. Whitaker
5. COMMENTS BY CITIZENS AND FACULTY
6. COMMUNICATIONS AND AUDIENCES
7. COMMENDATIONS
8. ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS
 - a. King Philip School Committee (Mrs. McEntee)
 - b. Negotiations Subcommittee (Mrs. Caprarella, Mrs. Clarke)
 - c. Budget Subcommittee (Mrs. McEntee, Mrs. Abrams)
 - d. Communications Subcommittee (Mrs. Abrams, Mr. Ikbal)
 - e. Town Building Committee (Mrs. Clarke)
 - f. Sick Leave Bank Committee (Mr. Ikbal)
 - g. Wellness Committee (Mr. Ikbal)
9. RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES
 - a. Resignations
 - b. Transfers
10. SUPERINTENDENT'S REPORT
 - a. Enrichment Program
 - b. Pre-School Program
11. OLD BUSINESS
 - a. Network Administrator Job Description (Vote Required)
 - b. Student Support Specialist and School Adjustment Counselor Job Description(s) (Vote Required)
 - c. Curriculum Coordinator Job Descriptions-Language Arts, Mathematics, Science (Vote Required)

Over

12. NEW BUSINESS

- a. BoardDocs Presentation (Anticipated 6:30 PM)
- b. BayState Textiles Gift of \$50.00 (Vote Required)
- c. Stop & Shop A+ Rewards (Vote Required)
 - Anna Ware Jackson School \$2,042.17
 - Beatrice H. Wood School \$1,999.81
- d. PTO Fundraisers for 2017/2018-Mrs. Lauren Cecko, PTO President (Vote Required)
- e. Report Card Update-Mrs. Campbell
- f. School Improvement Plans:
 - Anna Ware Jackson School-Mrs. Campbell
 - Beatrice H. Wood School-Mrs. Roberts-Pratt
- g. Policies: (1st Vote Required)
 - File: IJNDC, Web Publishing Policy
 - File: IJNDD, Social Media Policy
- h. School Web Publishing/Social Media Release Form
- i. Approval: Transfer of FY17 Funds (Vote Required)
- j. Approval: Revised Fiscal Year 2018 Educational Budget Plan (Vote Required)
- k. Creation of Positions: School Adjustment Counselor, .5 Preschool Teacher, .5 Preschool Instructional Paraprofessional, Therapeutic Learning Center Teacher, Therapeutic Learning Center Instructional Paraprofessional, .2 Nurse (Vote Required)
- l. Approval: Use of Procurement Card (Vote Required)
- m. Food Service Working Agreement: FY18, FY19 and FY20 (Vote required)
- n. Successor Agreement:
 - Plainville Education Association-Teachers, September 1, 2017 – August 31, 2020 (Vote Required)
- o. Legislative Update
- p. Any item(s) not anticipated at the time of posting

13. INFORMATION

- a. Enrollment, June 1, 2017

14. FUTURE AGENDA ITEMS

- a. Handbook Revisions (June 27, 2017)
- b. End-of-Year Professional Development Report-Mr. Clarke (June 27, 2017)
- c. End-of-Year Health and Wellness Report-Mr. Clarke (June 27, 2017)
- d. Superintendent's End-of-Year Report on Student Learning (June 27, 2017)
- e. Successor Agreement:
 - Education Support Professionals, September 1, 2017 – August 31, 2020 (June 27, 2017)
- f. End-of-Year Food Service Report-Mrs. White (September 12, 2017)
- g. End-of-Year Technology Report-Ms. Whitaker (September 12, 2017)
- h. Calendar Committee (TBD)
- i. What Districts Need To Do Re: ESSA (TBD)

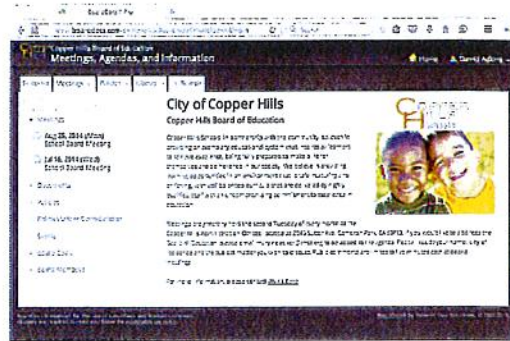
15. ADJOURNMENT

BoardDocs LT Formal Proposal

Executive Overview

Introduction

MASC BoardDocs LT is the ideal entry level, Cloud-based Board Management System. Developed specifically for public governing bodies of smaller organizations, BoardDocs LT provides a means of immediately publishing and revising agenda items, supporting documents, minutes and policies and procedures via the Internet. This service provides organizations with a simple way to eliminate paper-based and less advanced electronic processes while maintaining a searchable legal repository for all documents.



BoardDocs also improves governance by making documents readily available to board members, designated staff and the public in a professional, easy-to-access format. The administration maintains total control over who sees what information and when. Governance stakeholders have immediate and ubiquitous access to their data via most Internet-connected devices. No third-party apps are required because BoardDocs is platform independent and looks, feels and functions the same across all devices.

Unlike email, general-purpose cloud services such as Google Docs, and PDF quick-fixes, BoardDocs is a turn-key, state-of-the-art solution, specifically designed for public governance. For example, the system “knows” not to allow communication between board members, is compliant with open records requirements, provides granular levels of security and contains many other community-defined features. With BoardDocs, there’s no need to incur the cost of purchasing and supporting a thick client infrastructure; the organization need only provide Internet-connected devices to access the service.

PLAINVILLE SCHOOL COMMITTEE MEETING

Minutes of May 23, 2017

Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:03 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Ikbal, Charlene McEntee and Superintendent Raiche. 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

APPROVAL OF MINUTES

MOTION by Javed Ikbal, seconded by Maggie Clarke to approve the May 9, 2017 regular session minutes. Voted 4 in favor, 1 abstain (McEntee)

MOTION by Maggie Clarke, seconded by Javed Ikbal to approve and hold the May 9, 2017 executive session minutes. Voted 4 in favor, 1 abstain (McEntee)

SHOWCASE

None.

COMMENTS BY CITIZENS AND FACULTY

None.

COMMUNICATIONS AND AUDIENCES

None.

COMMENDATIONS

Mrs. Abrams noted that the executive functioning presentation which Mrs. Campbell, Mrs. Griffin, and Mrs. Skeffington held at Jackson School on May 4th was valuable and an excellent presentation.

Mr. Clarke noted that ELL teacher, Taylor Anderson, did an exemplary job in obtaining information for the Coordinated Program Review, which was recently completed.

ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

a. King Philip School Committee-Mrs. McEntee

Mrs. McEntee reported that at last Monday's school committee meeting the King Philip School Committee had a large audience and extensive discussion about the proposed FY2018

school budget. The Plainville Finance Committee and Board of Selectmen are meeting on Thursday night, May 25th, to continue review and finalization of the recommendation for King Philip's FY2018 budget, as they are not presently approving the recommendation of the King Philip School Committee.

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

Mrs. Caprarella said the Committee met on Monday, May 15, 2017 with the Plainville Education Association-Teachers and yesterday, May 22, 2017 with the Plainville Education Association-ESPs, and will meet in executive session at tonight's meeting.

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

The budget subcommittee is meeting tonight after the regular meeting and will review the FY2018 budget.

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

The communications subcommittee met prior to this meeting and discussed marketing ideas. Mrs. Abrams' sister, Eileen Weinberg, attended the meeting; Ms. Weinberg works in marketing and facilitated a discussion on marketing and how to coordinate efforts for our district to reach out to the community. Of note: consider the social media that parents/staff/community utilize and in turn, the school committee should utilize the same social media to inform/present information. Mrs. Abrams suggested generating a calendar and coordinate the timing of messages; she said, "It takes 5-7 times in order to obtain engagement."

e. Town Building Committee-Mrs. Clarke

Mrs. Clarke said the public information session recently held had an audience of approximately 35 townspeople. The tenor was positive. The sub bids are due, and the Committee is cautiously optimistic. They are meeting on Wednesday evening in the town library and are gearing up for the town meeting on June 5th.

Mrs. McEntee asked why the schools are not utilized for such meetings (as the senior center and town library) and Superintendent Raiche said he will reach out to the Town Administrator, Jennifer Thompson, to inform her that school buildings are available for usage for various town committees.

f. Sick Leave Bank Committee-Mr. Ikbal

Mr. Ikbal said that the Sick Leave Bank met on May 9th and informed the Committee that a custodian was awarded twenty sick days from the sick leave bank.

g. Wellness Committee-Mr. Ikbal

The Committee met on May 4th and discussed the "Nutrition Detectives" program recently held in our schools. The Foxboro YMCA has a program called "Fitness and Food for Champions", which we may use in the next school year. This program involves STEM-concepts such as cooking, kitchen techniques and training for a 5K.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

Resignation/retirement: Charlene Ehrlinger, Special Education Teacher, Jackson School; effective on June 30, 2017.

Appointments: Diane DeFrank and Kathleen Corrigan, long-term substitute instructional paraprofessionals at Jackson School from May 8, 2017 until the end of the school year. Mrs. DeFrank is in kindergarten and Ms. Corrigan is in grade one.

In addition, Superintendent Raiche informed the Committee that he received a letter of resignation on Friday, May 19, 2017 from Maureen Larochelle, Jackson School Nurse, effective at the conclusion of the current school year.

SUPERINTENDENT'S REPORT

a. NEAS&C Correspondence dated May 10, 2017, Special Progress Report

Superintendent Raiche reported a letter was sent to both Mrs. Roberts-Pratt and Mrs. Campbell regarding accreditation. The letter informed them that NEAS&C has reviewed the Special Progress Report of their respective schools; they are commended for the transition of a school mission statement to a district mission, the continuous improvement and updating of technology at all grade levels and the movement toward 1-1 technology for students and staff.

b. JA for a Day

The JA for a Day program was held at Jackson School on May 11th for students in grades kindergarten through 3. Approximately 35 employees from Liberty Mutual came to our school that day to present the program to an engaging and well-behaved audience of students. Tina Baker, grade 2 teacher, and Kristen Skeffington, Student Support Specialist, helped to coordinate this program.

c. On the Same Page, TURN Meetings

Superintendent Raiche reported that the last TURN meeting was held on Friday, May 19th and discussed the grade/teacher liaison position, which was created for use during this school year. He and Mrs. Ryan recently sent out a survey to the grade/teacher liaisons about the validity of the position and its impact on communication. They received positive feedback for continuation of the position. He is reviewing the job description as a result of their discussion and results of the survey; it will be on a future school agenda for a revision vote. He plans to implement these positions for the 2017/2018 school year. In addition, the Instructional Leadership Committee will be implemented for the 2017/2018 school year.

OLD BUSINESS

a. Policies (2nd Vote Required)

- File BHE, Use of Electronic Messaging by School Committee Members
- File BIA, New School Committee Member orientation
- File BIBA, School Committee Conferences, Conventions, and Workshops
- File GBEC, Gifts to and Solicitations by Staff

- File KCD, Public Gifts to the Schools
- File IJNDB, Internet, Network and Email Responsible Use Policy for Staff

MOTION by Linn Caprarella, seconded by Javed Ikbali, to approve the six (6) aforementioned policies as presented. So voted.

NEW BUSINESS

a. America's Best Defense, Karate, Use of Facility (Vote Required)

Since America's Best Defense is a new organization asking to use our schools, the Committee per our policy is asked to vote approval. Superintendent Raiche is recommending approval.

MOTION by Maggie Clarke, seconded by Javed Ikbali, to approve the request from America's Best Defense, Karate studio, to rent the Jackson School gymnasium for their karate school graduation to be held on Friday evening, June 16, 2017. So voted.

b. School Choice-PUBLIC HEARING (Vote Required)

Mrs. Abrams opened the public hearing at 6:30 p.m. Superintendent Raiche recommends not participating in the School Choice program during the 2017/2018 school year due to fiscal constraints. The public hearing was closed at 6:34 p.m.

MOTION by Javed Ikbali, seconded by Charlene McEntee, to approve the recommendation of Superintendent Raiche to not participate in the School Choice Program for the 2017/2018 school year. So voted.

c. Appointment of District Representative to Bi-County Collaborative Board of Directors (Vote Required)

Mrs. McEntee asked what subcommittees Superintendent Raiche is presently participating in as our representative to the Bi-County Collaborative. Superintendent Raiche is currently on the facilities subcommittee and in the past was a participant on the budget subcommittee.

Mrs. McEntee is concerned about the location of classrooms for students who are part of the Bi-County Collaborative and wants to ensure the continuation of these classrooms in a public school setting. Member districts of Bi-County Collaborative, in her opinion, ought to set aside space in their school buildings for the Collaborative to utilize. It appears that the Collaborative may begin to utilize a separate building in Walpole for classroom space; however, Superintendent Raiche said this space will be geared towards middle/high school students and also said that when he was on the budget subcommittee, only three (3) programs were not in public school buildings.

MOTION by Linn Caprarella, seconded by Javed Ikbali, to approve the appointment of Superintendent David P. Raiche to serve as the district representative to the Bi-County Collaborative Board of Directors for the 2017/2018 school year. So voted.

d. Job Descriptions(Vote Required)

- Student Support Specialist
- School Adjustment Counselor

MOTION by Charlene McEntee, seconded by Javed Ikbal, to approve the two aforementioned job descriptions as presented.

Discussion about the job descriptions of student support specialist and school adjustment counselor with most dissension, raised by Mrs. Abrams, about the qualifications—Board Certified Behavior Analyst vs. Behavior Support Specialist certification--as well as discussion about the omission in the job description of School Adjustment Counselor leading team meetings. Also discussed the term *Professional Status* and Mrs. Clarke asked whether it is wise to ask staff members to go to student homes (as this is listed in the job description for the school adjustment counselor). After considerable discussion, it was decided to table the vote on these two positions.

No Vote Taken on the above motion; as decision was made to table the vote.

e. Discussion: Communication between Plainville Public Schools and King Philip Public Schools in matters pertaining to budget and special education

Mrs. Abrams asked that this item be on the school committee agenda, particularly since there has been considerable discussion recently about the support/non-support of the proposed FY2018 school budget for the King Philip budget from the Plainville Finance Committee and Board of Selectmen. Lengthy discussion ensued. Note:

- School Committee members want the community to know that they are listening and participating in budget and special education process/decisions
- Mrs. McEntee said it is not common for Plainville parents to attend King Philip School Committee meetings as there is a contingent of parents from Wrentham and Norfolk who regularly attend their meetings
- The transition process of all students to King Philip: strengths and challenges are currently being discussed with the Regional Special Education Task Force of which Superintendent Raiche, Mr. Clarke, Special Education Administrator, Mrs. Campbell, Principal of the Jackson School and Annemarie Adams, Special Educator, are participants. This Task Force was created as a result of *The Walker Report*.
- Plainville provides information in a timely manner to King Philip about students entering in grade 7
- Superintendent Raiche meets regularly with the King Philip region superintendents
- Plainville's budget and King Philip's budget are separate

f. Discussion: MASC presentation

MASC recently held presentations that Mrs. McEntee and Mrs. Abrams attended. One was by the Assistant Deputy Commission from DDS, Victor Hernandez, on available programs and the second presentation was by Elaine Varney and Audrey Lasher, from King Philip, on the

transition from age 22 out of special education and the regulations and steps to follow for these students.

g. Legislative Update

Glenn Koocher, Executive Director of MASC, has sent an email to school committee members about the upcoming change to the formula used for the foundation budget.

Mrs. McEntee said there is a proposed “millionaire’s tax”—monies from this tax will be earmarked for education.

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

Mrs. Caprarella said the mural in the Jackson School library is something to be seen and commended Mrs. June Miller, Jackson School art teacher, who put the mural up. She said that the changes in the Jackson School library look great. (paint, furniture, rugs, etc.)

EXECUTIVE SESSION

a. Negotiations – Plainville Education Association (PEA) and Education Support Professionals (ESP)

MOTION by Linn Caprarella seconded by Javed Ikbali, to go into Executive session at 7:15 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 Ikbali	Yes
Charlene McEntee	Yes

Returned from Executive session at 7:40 p.m.

INFORMATION

There was no discussion on items in information.

ADJOURNMENT

MOTION by Maggie Clarke, seconded by Linn Caprarella, to adjourn at 7:41 p.m. So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from May 9, 2017

- Superintendent's Report: Document regarding the item listed in the superintendent's report
- Old Business: Policies that are recommended approval for a second vote
- New Business:
 - Memo on America's Best Defense, Karate School graduation,
 - Memo on superintendent's recommendation regarding School Choice
 - Memo on superintendent's recommendation for a district representative to Bi-County Collaborative
 - Memo and two Job Descriptions: Student Support Specialist and School Adjustment Counselor
- Information::
 - School Council Minutes from April 5, 2017 (AWJ and BHW)
 - Approved Job Descriptions of a Network Administrator, Director of Maintenance and Custodial Services/Maintenance Specialist, and School Nurse



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
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David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee
From: David P. Raiche, Superintendent
Re: Resignations, Transfers, Appointments, and Leaves

The following resignations have been received:

Maureen Larochelle	School Nurse, Jackson School (effective June 19, 2017)
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Alison Gordon	Instructional Paraprofessional, Jackson School (effective June 19, 2017)
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The following transfers have been made effective for the 2017/2018 school year:

Jessica Vine	Grade 4 Teacher to Grade 2 Teacher
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Caitlin Nunez	Grade 4 Teacher to Grade 6 Teacher
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SUPERINTENDENT'S REPORT

a. Enrichment Program

The 2016-17 school year Enrichment Program offered students in grades K-6 with the opportunity to participate in before and after school activities through its fall and winter/spring sessions. As you can see from the supporting documentation, our participation rate improved for the third consecutive year. I have also provided you with a multi-year report that includes data from the past three (3) years.

b. Pre-School Program

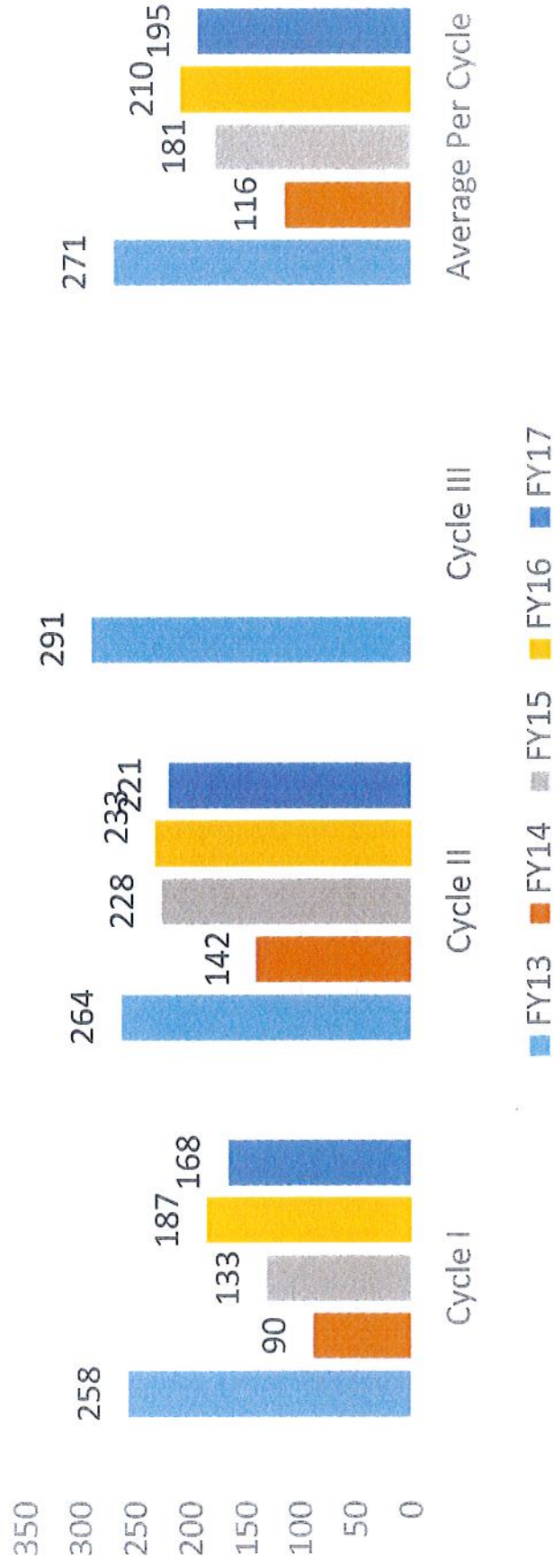
The need to expand our pre-school program was discussed at the May 23, 2017 Budget Subcommittee meeting. Several recently completed early intervention evaluations, which require service, led to the Budget Subcommittee supporting expansion. Given the increased cost of staffing we also discussed the program's current structure for the inclusion of typical peers (2, 3, and 4-day options). By moving to a 4-day only program for typical peers we anticipate collecting an additional \$9,000 in tuition fees. This would help offset the projected increase in personnel costs of \$20,000. The difference of \$11,000 will be covered by reducing personnel costs elsewhere in the FY2018 budget.

Attachments

ENRICHMENT PROGRAM Student Participation Rates



Plainville Public Schools Enrichment Program Number of Participants



Plainville Public Schools

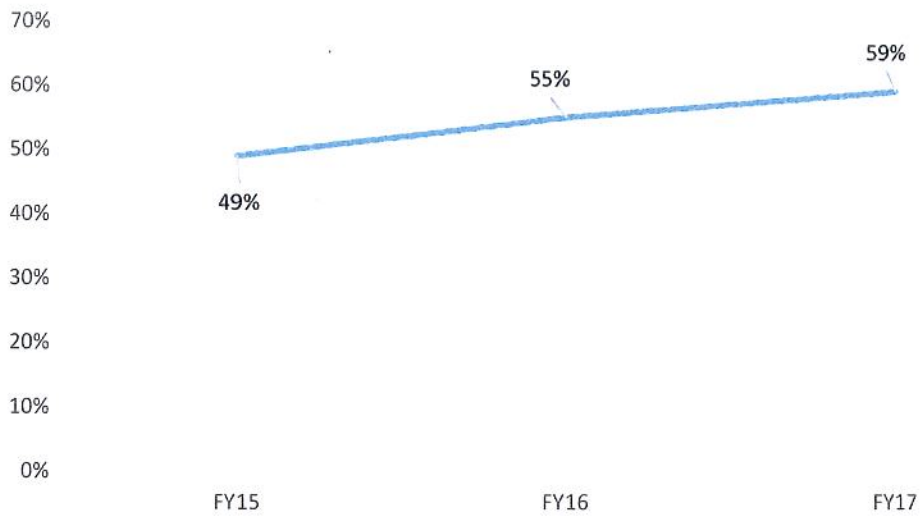
Enrichment Program

3 Year Review

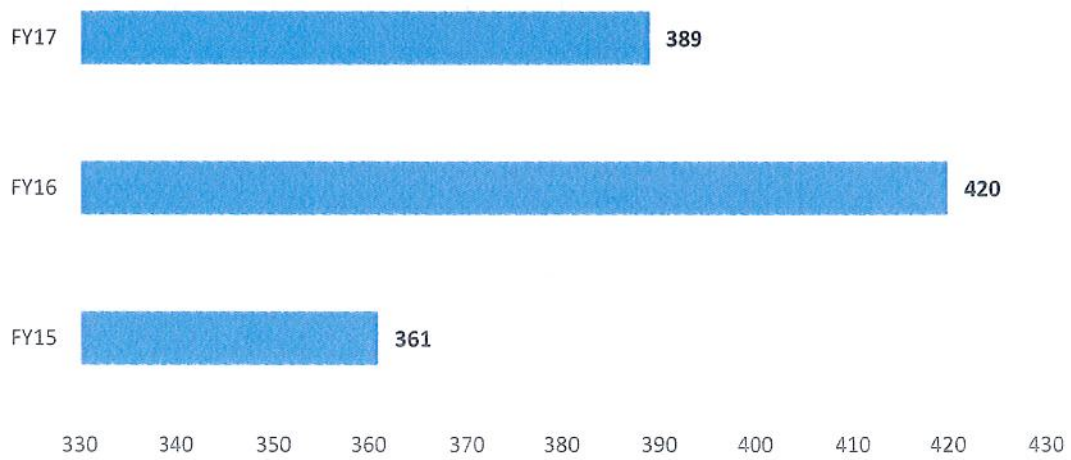
June 2017



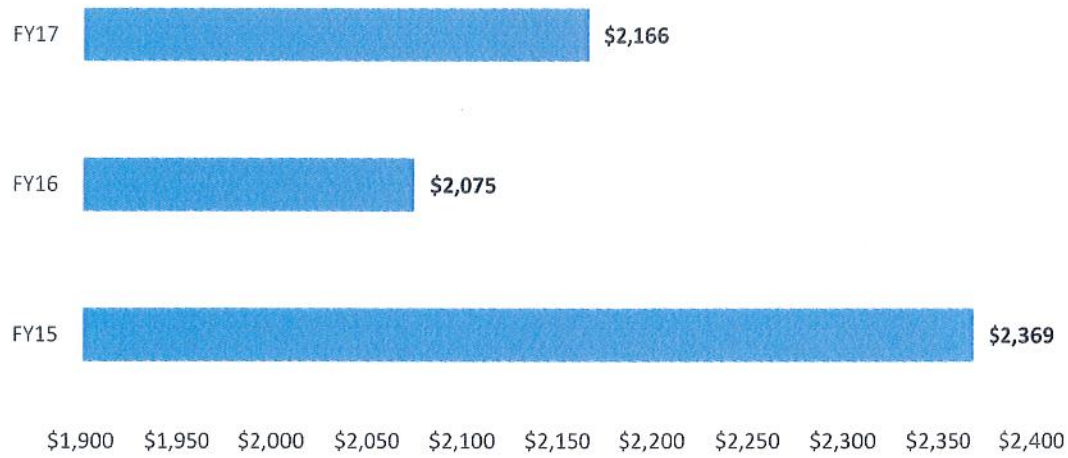
Enrichment Program Participation Rate



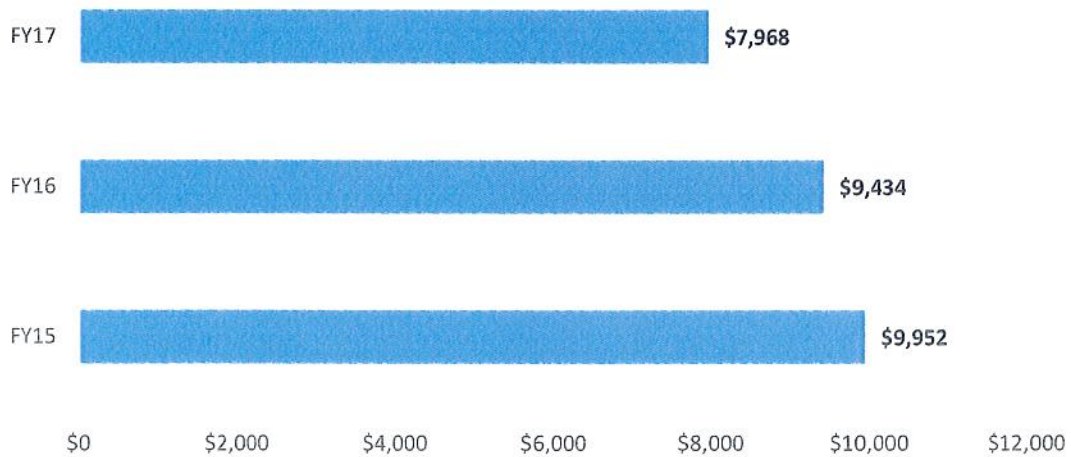
Enrichment Program No. of Participants



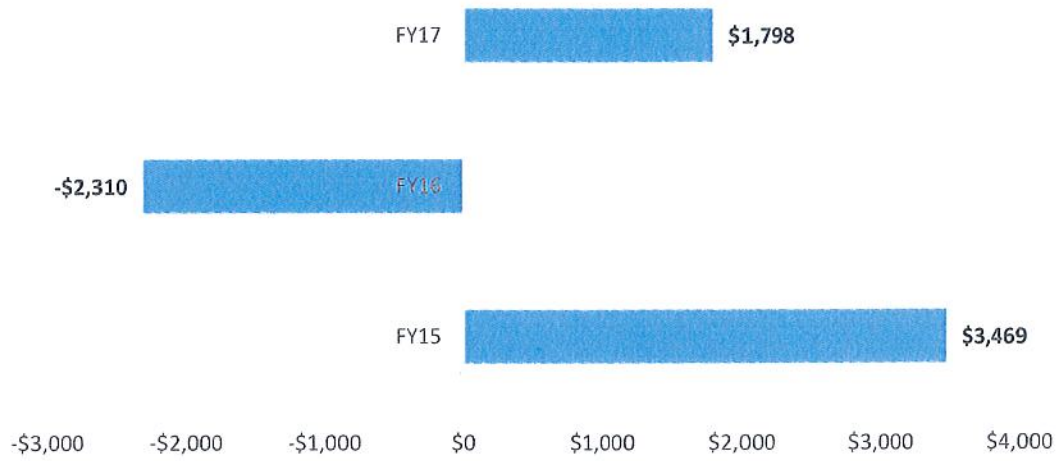
Enrichment Program Tuitions Collected



Enrichment Program Total Expenses



Enrichment Program Profit/Loss





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David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
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Date: June 7, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: Network Administrator Job Description (Vote Required)

At the May 9, 2017 school committee meeting, the Committee approved the job description of Network Administrator. However, I would like to make one revision in the Terms of Employment section. I have enclosed the proposed job description.

Current job description approved May 9, 2017:

Terms of Employment: Full-time, 220-days with salary and benefits to be established by the Superintendent of Schools

Proposed job description:

Terms of Employment: Twelve-month full time position with salary and benefits to be established by the Superintendent of Schools

For your information: This position was budgeted as a twelve-month full time position.

I recommend approval. Thank you.

Enclosure

JOB SPECIFICATIONS

Title: *Network Administrator*

Qualifications:

- *Bachelor's degree*
- *Network certification (MCSE, MCNE or equivalent) and/or equivalent experience managing a complex network preferred*
- *At least two (2) years' of field network engineering experience*
- *Strong verbal/written communication skills*
- *Exceptional analytical abilities for hardware and software problem-solving*

Reports to: *Technology Systems Administrator*

Job Goal:

- *Successfully configure, secure, monitor and manage the network infrastructure (LAN, WAN, and Wireless Network) for the Plainville Public Schools*
- *Provide support for network-related issues in a timely manner*

Performance Responsibilities:

- *Plan, implement and manage a centralized and remote network infrastructure and configurations in a physical and virtual (Hyper-V) Windows Server 2008R2-2012R environment*
- *Install, monitor and maintain system-wide endpoint security; ensure the security of the server infrastructure by implementing industry best-practices regarding privacy, security, and regulatory compliance*
- *Create and manage Active Directory accounts, permissions, access rights, and storage allocations in accordance with best-practices*
- *Manage the Internet firewall and filter in accordance with CIPA guidelines, policies and laws*
- *Implement and maintain back-up, restore and replicate solutions for servers, files and other critical system resources*
- *Implement and maintain Office 365 e-mail archiving solution*
- *Assist with managing telecommunication and voicemail systems*
- *Practice server asset management, including maintenance of server component inventory and related documentation and technical specifications information for network infrastructure*

Network Administrator - Job Specifications

Performance Responsibilities (continued):

- *Recommend, schedule, and perform software and hardware upgrades, patches and reconfigurations*
- *Recommend and implement network solutions to optimize connectivity and uptime*
- *Participate in system-wide technology initiatives such as equipment roll-outs, pilots and upgrades, as needed and provide feedback for evaluation*
- *Maintain open communication with Technology Department personnel, administrators and staff to insure the smooth flow of information regarding network issues and needs*
- *Assist in the development of long-range technology plans that align with the district's strategic technology plan and vision*
- *Collaborate with the Technology Team on the planning, purchase, deployment, and use of technology resources*
- *Provide second level tech support to Help Desk personnel as needed*
- *Keep up to date with latest technologies*
- *Work off hours when required*
- *Lift/move objects weighing over 30 lbs; occasional lifting/moving of objects weighing over 60 lbs; may lift/move heavier objects with assistance*
- *Perform all other duties and responsibilities as assigned by the Technology Systems Administrator*

Terms of Employment:

Twelve-month full time position with salary and benefits to be established by the Superintendent of Schools

Evaluation:

Yearly by the Technology Systems Administrator

Approved:



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David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
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Email: draiche@plainville.k12.ma.us

Date: June 7, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: Student Support Specialist and School Adjustment Counselor Job
Descriptions (Vote Required)

At the May 23, 2017 school committee meeting, the Committee decided to table the vote of approval for the Student Support Specialist and School Adjustment Counselor job descriptions.

With regard to the Student Support Specialist position I continue to recommend we indicate a preference to hire an individual with either BCBA certification or BSS certification in the future. For your information I have included additional information regarding these programs. The BSS certification program requires successful completion of three (3) courses while the BCBA certificate program requires successful completion of the same three (3) courses, three (3) additional courses, supervisory hours, and an exam.

With regard to the School Adjustment Counselor position I have added language which makes this person responsible for serving as team chair at Wood School.

Enclosure


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[Certificate Program](#)

- [competencies](#)
- [course descriptions](#)

[Registration](#)
[Testimonials](#)
[FAQ](#)

The Best
information and most effective
techniques available.

Certificate Program

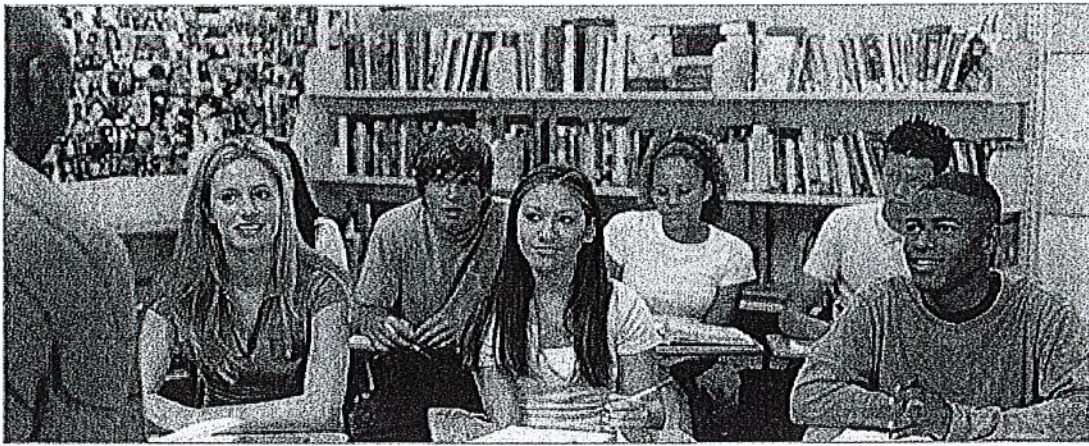
The Behavior Support Specialist Certificate Program was developed by University of Arizona faculty John Umbreit, Ph.D., Jolene Ferro, Ph.D., and Carl Liaupsin, Ed.D. ([About Us](#)) It operates through a license officially granted by the University of Arizona. Instructors hold faculty rank in Special Education at the University of Arizona and have extensive experience in behavioral analysis, developing FBAs, and implementing function-based interventions.

The program is designed to deliver web-based, online training as continuing education for personnel who provide behavioral support in classrooms, schools, and related environments. The lessons and materials in the BSS Certificate program are uniquely designed to provide comprehensive instruction in behavioral support that teaches participants to effectively, independently, and appropriately apply these methods.

Participants earn CEUs for completing each course. Upon completion of all three courses, participants earn a Certificate as a Behavior Support Specialist. The Certificate identifies the participant as demonstrating proficiency in developing FBAs and function-based interventions.

This program has successfully trained school faculty to provide behavior support for groups and individual students for 8 years. ([Testimonials](#)) Participants progress through a series of three linked [Courses](#) addressing 21 competency areas and 90 competencies.

This program maintains compliance with all University of Arizona guidelines related to privacy and confidentiality. The course series also presents students with information and practical application of appropriate ethical standards regarding function-based intervention practices. Students in the course series are required to learn these ethical standards and apply them in their written assignments and their work with youth.



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Applied Behavior Analysis (ABA) Courses

[Contact Us](#)

Courses Providing web-based classes on FBA and effective behavioral support

BSS

Since 2001, the Behavior Support Specialist (BSS) certificate program has delivered fully online web-based courses for individuals who provide behavioral support in classrooms, schools, and community settings. The program teaches participants to:

- Effectively and independently conduct Functional Behavioral Assessments (FBAs),
- Design function-based interventions, and
- Support school-wide Positive Behavioral Intervention and Support (PBIS) efforts.

Courses are offered each year in the Fall and Spring semesters.

COST - Our BSS courses are offered through **UA Online**. Tuition is \$653 per unit. Participants must be registered as students at the University of Arizona.

Those who are interested only in the BSS Certificate should apply for admission to the **Behavior Support Specialist Graduate Certificate** program at <http://grad.arizona.edu>. Click on **Apply Now**, select **UA Online** for the campus, and then select the BSS certificate program. Any questions or difficulties with applying should be directed to Kevin Prahar at kpahar@email.arizona.edu or at 520-626-2960.

For additional information about the University of Arizona BSS course of study, email Jolene Ferro at jferro@email.arizona.edu.

The BSS program is based on a **Complete Mastery Approach**. Participants must demonstrate competence in, and application of, each concept before they can move to the next lesson or to the next course.

The certificate program consists of three courses, each worth three (3) credit hours:

- SERP 502 - Behavior Principles and Disability: Assessment and Intervention,
- SERP 529A - Advanced Positive Behavioral Support, and
- SERP 529B - Advanced Positive Behavioral Support.

Course Descriptions:

SERP 502 Behavior Principles and Disability: Assessment and Intervention

SERP 502 is the first course in the BSS sequence. It ensures that participants are knowledgeable about the basic behavioral principals and techniques of applied behavior analysis that are needed to complete accurate FBAs, and design effective function-based interventions and comprehensive Behavior Intervention Plans (BIPs). Students complete the course by conducting an FBA and developing a function-based BIP. Course 1 provides 3 credit hours/45 clock hours of instruction. Specific competencies in Course 1 address basic Applied Behavioral Analysis competencies needed to effectively complete an FBA and BIP.

SERP 529A Advanced Positive Behavioral Support

SERP 529A is the second course in the BSS sequence. SERP 502 is a prerequisite. It provides advanced knowledge and skills in applied behavior analysis and the factors that affect the application of behavior principles within schools and other natural settings, including ethical issues, effective instruction, and factors in the classroom environment. Participants complete an FBA, develop and test a function-based intervention, monitor, and make data-based decisions based on the effectiveness of the plan. Course 2 provides 3 credit hours/45 clock hours of instruction.

SERP 529B Advanced Positive Behavioral Support

SERP 529B is the third course in the BSS sequence. SERP 529A and SERP 552 are prerequisites for this course. It provides each student continued opportunity to apply and develop skills and knowledge of FBA, function-based interventions, legal and ethical issues, and collaboration within the context of their classroom, school, and district. Participants complete 2 additional FBAs and develop, implement, and monitor the function-based interventions. This course provides 3 credit hours/45 clock hours of instruction.

6/6/2017

BSS | Applied Behavior Analysis (ABA) Courses

1430 E 2nd St.
Education Building #69, Room 412
PO Box 210069
Tucson, AZ 85721-0069

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SITE·IN·A·BOX

Applied Behavior Analysis (ABA) Courses

Courses Providing web-based classes on FBA and effective behavioral support

[Contact Us](#)

Online Applied Behavior Analysis Coursework

We offer a six-course sequence (18 semester hours) that meets all coursework requirements and addresses all the information required to take the *Board Certified Behavior Analyst (BCBA)* exam. This BACB-approved course sequence can be completed in a period of 16 months, which includes 3 consecutive semesters and one summer session. All coursework is offered fully online.

Those interested in taking the BCBA exam must also have at least a master's degree and experience supervised by someone who already holds the BCBA. If you are also interested in an MA, you should check our fully online MA in Behavior Support offered through the Special Education Program.

COST - Our ABA courses are offered through **UA Online**. Tuition is \$653 per unit. For more information, please see <http://uaonline.arizona.edu/program/special-education-behavior-support-ma>

For detailed information about the BCBA requirements, go to the BACB website.

Those who are interested only in the *BACB-Approved Course Sequence* should apply for admission to the **Graduate Certificate in Applied Behavior Analysis** program at <http://grad.arizona.edu>. Click on **Apply Now**, select **UA Online** for the campus, and then the certificate program in applied behavior analysis. Any questions or difficulties with applying should be directed to Kevin Prahar at kprahar@email.arizona.edu or at 520-626-2960.

For additional information about the University of Arizona BCBA course of study, email Jolene Ferro at jferro@email.arizona.edu.

Course Descriptions

SERP 502 Behavior Principles and Disability: Assessment and Intervention, is the first course to be taken. It ensures that participants are knowledgeable about the basic behavioral principles and techniques of applied behavior analysis that are needed to complete accurate FBAs, and design effective function-based interventions and comprehensive Behavior Intervention Plans (BIPs). Students complete the course by conducting an FBA and developing a function-based BIP. SERP 502 provides 3 credit hours/45 clock hours of instruction.

SERP 529a Advanced Positive Behavioral Support, provides advanced knowledge and skills in applied behavior analysis and the factors that affect the application of behavior principles within schools and other natural settings, including ethical issues, effective instruction, and factors in the classroom environment. Participants complete an FBA, develop and test a function-based intervention, monitor, and make data-based decisions based on the effectiveness of the plan. SERP 529a provides 3 credit hours/45 clock hours of instruction.

SERP 529B Advanced Positive Behavioral Support, provides each student continued opportunity to apply and develop skills and knowledge of FBA, function-based interventions, legal and ethical issues, and collaboration within the context of their classroom, school, and district. Participants complete 2 additional FBAs and develop, implement, and monitor the function-based interventions. SERP 529b provides 3 credit hours/45 clock hours of instruction.

SERP 552 Issues in Applied Behavior Analysis, increases knowledge and skills in working with persons with challenging behavior using the most advanced techniques. Participants learn to design and briefly implement an experiment in which one fixed and one variable schedule are compared, design and implement a stimulus discrimination procedure, define and use stimulus equivalence procedures, conduct a brief functional analysis, organize and interpret functional analysis data, and analyze case studies of a variety of procedures. SERP 552 provides 3 credit hours/45 clock hours of instruction.

SERP 590 Single Subject Research, reviews principles and practices underlying various single-subject research designs. Participants learn the advantages and disadvantages of various designs and how to select a research design that is appropriate to a given scenario. They also learn to critically evaluate research that incorporates single-subject research designs, create data graphs, and develop a comprehensive research proposal. SERP 590 provides 3 credit hours/45 clock hours of instruction.

SERP 553 Ethical Issues in Behavior Analysis, enables students to apply ethical and professional standards and concerns that are salient to the interactions between their work, the people they serve, and others involved in the process (e.g., other professionals, families, systems of care, and society). Participants analyze case studies to identify examples of ethical violations, identify resolutions of ethical violations, conduct a risk-benefit analysis, apply components of effective evidence-based supervision, and explain ethical guidelines (e.g., voluntary participation, informed consent, and confidentiality) for behavior analytic research. SERP 590 provides 3 credit hours/45 clock hours of instruction.

Disability & Psychoeducational Studies Department

6/6/2017

Online Applied Behavior Analysis Coursework | Applied Behavior Analysis (ABA) Courses

1430 E 2nd St.
Education Building #69, Room 412
PO Box 210069
Tucson, AZ 85721-0069

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PLAINVILLE PUBLIC SCHOOLS

Title: *Student Support Specialist (K-6)*

Qualifications:

- 1. Teacher with Professional Status*
- 2. Three or more years of successful teaching experience in Plainville preferred*
- 3. Knowledgeable and current with regard to state and district initiatives*
- 4. Supports state and district initiatives*
- 5. Knowledgeable and current in interdisciplinary curriculum, effective instruction and performance-based assessments*
- 6. Experience in the dynamics of students with serious behavioral/emotion issues*
- 7. Experience in designing and assisting teachers in implementing, monitoring and adjusting individual and/or classroom behavioral plans*
- 8. Leadership training and/or experience*
- 9. Effective communication skills*
- 10. Proven organizational skills*
- 11. Ability to work independently and be self-directed*
- 12. Certified in Early Childhood or Elementary Education*
- 13. Certified in Special Education – preferred*
- 14. BCBA (Board Certified Behavior Analyst) Certification – preferred*

Reports to: *Superintendent of Schools*

Job Goal: *Responsible for gathering and generating information and working with teaching staff and parents to ensure student success, including students who present significant social/emotional/behavioral challenges in the classroom setting*

Performance *General:*

Responsibilities:

- 1. Work with the principals, classroom teachers and other specialized personnel(i.e. psychologist, reading specialist, speech/language, ABA, coaches, etc.) to assure that students' academic and behavioral needs are being met*
- 2. Assist in developing activities for students identified for intervention or challenge*
- 3. Provide feedback and support to first, second and third year teachers and others upon request or at the direction of administrator(s)*
- 4. Provide feedback and support through the district Mentor Program*

**Performance
Responsibilities
Continued:**

Meetings:

1. Attend relevant planning meetings
2. Attend meetings of the district's Professional Development Planning Team
3. Disseminate relevant information
4. Attend BEST team meetings, upon request

Instruction:

1. Propose and when approved, carry out inservice programs for teachers, principals, and other instructional staff members
2. Assist teachers in developing small group lessons that incorporate the need for differentiation for students with behavioral needs
3. Assist teachers in soliciting/creating and scoring tasks that serve as valid indicators of work that meets district standards
4. Model "best practice" strategies at the request of teachers and/or administrators

Miscellaneous:

1. Conduct parent workshops demonstrating behavioral strategies
2. Collect data related to problematic student behavior
3. Design behavioral plans
4. Articulate, facilitate and coordinate implementation of behavioral plans between teachers
5. Promote and maintain good morale, close rapport, high interest and cooperation through relationships with staff
6. Gather, interpret and prepare reports with regard to behavioral assessment data
7. Disseminate information/research on current trends and best practices
8. Assist in RTI planning efforts and oversight

**Terms of
Employment:**

The school year equivalent to that of other teachers (PK-6)

Salary shall be set in accordance with the contract between the Plainville School Committee and Plainville Education Association

Evaluation:

Yearly by Superintendent (instrument to be determined through negotiations)

PLAINVILLE PUBLIC SCHOOLS

Title: *Student Support Specialist*

Qualifications:

- *Teacher with Professional Status*
- *Three or more years of successful teaching experience in Plainville preferred*
- *Knowledgeable and current with regard to state and district initiatives*
- *Supports state and district initiatives*
- *Knowledgeable and current in interdisciplinary curriculum, effective instruction and performance-based assessments*
- *Experience in the dynamics of students with serious behavioral/emotion issues*
- *Experience in designing and assisting teachers in implementing, monitoring and adjusting individual and/or classroom behavioral plans*
- *Leadership training and/or experience*
- *Effective communication skills*
- *Proven organizational skills*
- *Ability to work independently and be self-directed*
- *Certified in Early Childhood or Elementary Education*
- *Certified in Special Education – preferred*
- *BCBA (Board Certified Behavior Analyst) certification or Behavior Support Specialist certification, preferred*

Reports to: *Superintendent of Schools or designee*

Job Goal: *Responsible for collaborating and consulting with teaching staff and parents to ensure student success, including students who present significant social/emotional/behavioral challenges within the school environment*

Performance *General:*

Responsibilities:

1. *Work with principals, classroom teachers and other specialized personnel (i.e. psychologist, reading specialist, speech/language, ABA, coaches, etc.) to support student behavioral needs in order to ensure academic and social growth*
2. *Develop intervention activities/strategies for students that help support their success within the classroom*
3. *Provide feedback and support to teachers and staff upon request or at the direction of administrators*
4. *Provide feedback and support through the district Mentor Program*

**Performance
Responsibilities
(continued):**

Meetings:

1. Attend relevant planning meetings
2. Attend meetings of the district's Professional Development Coordinating Council
3. Disseminate relevant information during meetings (data, RTI, Universal Screener)
4. Attend BEST team meetings, upon request
5. Attend parent meetings that focus on student support strategies

Instruction:

1. Propose and when approved, carry out inservice programs for teachers, principals, and other instructional staff members
2. Assist teachers in **introducing and implementing** differentiation/ accommodation strategies for students with behavioral needs
3. Model "best practice" strategies at the request of teachers and/or administrators
4. **Teach targeted classroom lessons based on expectations/skills that support the PBIS model**

Miscellaneous:

1. Conduct parent workshops demonstrating behavioral strategies **and current SEL topics**
2. Collect data related to problematic student behavior
3. Design behavioral plans **and complete FBA's**
4. Articulate, facilitate and coordinate implementation of behavioral plans between teachers
5. Promote and maintain good morale, close rapport, high interest and cooperation through relationships with staff
6. Gather, interpret and prepare reports with regard to behavioral assessment data
7. Disseminate information/research on current trends and best practices
8. Assist in RTI planning efforts and oversight
9. **Assist in the implementation of a PBIS school-wide framework**
10. **Coordinate the collection, analysis and use of Universal Screener data**

**Terms of
Employment:**

The school year equivalent to that of other teachers (PK-6)

Salary shall be set in accordance with the contract between the Plainville School Committee and Plainville Education Association

Evaluation:

Yearly by Superintendent **or designee**

Approved:

JOB SPECIFICATIONS

Title: *School Adjustment Counselor*

Qualifications:

- *Master's Degree in Social Work or Counseling*
- *Massachusetts School Social Worker/School Adjustment Counselor certification*
- *Experience providing services under the MA Model for Comprehensive School Counseling Programs - preferred*
- *Previous school counseling experience at the elementary or middle school level - preferred*
- *Ability to deal with typical issues such as family conflict, eating disorders, sexual identify, alcohol and drug abuse, and physical, sexual, and/or psychological abuse*
- *Willingness to visit students' homes*
- *Demonstrated experience supporting students with special needs*
- *Experience in providing consultation services, including workshops, to staff*
- *Demonstrated ability to produce concise reports including relevant developmental, social and medical information*
- *Previous leadership training and/or experience*

Reports to: *Superintendent of Schools or designee*

Job Goal:: *To identify student needs and make use of internal and community resources that will result in positive changes and lead to all students functioning to their fullest potential in the school and community*

Performance Responsibilities:

1. *Responsible for individual and/or group short-term counseling and assisting referred students*
2. *Responsible for cooperating and consulting as a team member with teachers, principals and other school personnel for purposes of diagnosing, evaluating and recommending interventions for the adjustment of students*
3. *Responsible for providing crisis intervention and conflict resolution services when requested by school personnel*
4. *Responsible for making home visits to parents of referred students and counseling with parents at school and in the home to help them understand the social, emotional and academic needs of the student*
5. *Responsible for serving as a referral agent and case manager for the student and parent(s)/guardians(s) in developing a network of social services with community agencies*

Approved:

***Performance
Responsibilities
(continued):***

- 6. Responsible for servings as team chairperson and managing eligibility determination, individual education plan development and placement discussions*
- 7. Responsible for serving as a resource team member and/or supervisor of attendance for the court when indicated in cases of children in need of service*
- 8. Responsible for providing outreach and follow-up for students referred because of attendance problems*
- 9. Responsible for compiling, summarizing, maintaining, and submitting data or other records of students referred for appraisal to appropriate school personnel*
- 10. Responsible for safeguarding the student's rights to privacy against disclosure of information in the student's case history, or disclosures of confidences during counseling within the framework of applicable laws and system wide policies*
- 11. Responsible for being knowledgeable and conforming to state and system wide regulations and guidelines on student records*
- 12. Responsible for assuming equal educational opportunity to all individuals regardless of race, color, gender, age, marital status, religion, national origin, sexual orientation or disability*
- 13. Participate in the Section 504 process when required*
- 14. Assist in the planning, organization and delivery of the school counseling curriculum*
- 15. Pursue professional growth and participate in professional development*
- 16. Performance of other job related duties as assigned*

***Terms of
Employment:***

The school year equivalent to that of the teachers (PK-6)

Salary shall be set in accordance with the contract between the Plainville School Committee and the Plainville Education Association

Evaluation:

Per Teacher Contract



PLAINVILLE PUBLIC SCHOOLS


68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 7, 2017

To: School Committee

From:  David P. Raiche
Superintendent of Schools

Re: Curriculum Coordinator Job Descriptions (Vote Required)

I recommend one minor adjustment to the curriculum coordinator position job descriptions—replace the term ‘pacing guides’ with ‘curriculum maps’. This is on the three curriculum coordinator job descriptions—language arts, mathematics and science.

Enclosure

JOB SPECIFICATIONS

TITLE: *Language Arts Curriculum Coordinator*

QUALIFICATIONS:

- *DESE Elementary Certification*
- *Member of the Plainville Public School teaching staff*
- *Familiarity with Massachusetts Language Arts Curriculum Frameworks*
- *Familiarity with the Common Core State Standards*

REPORTS TO: *Superintendent of Schools*

JOB GOAL: *Work in partnership with the assigned administrator to coordinate curriculum development in the Plainville Public Schools in alignment with the Massachusetts Curriculum Frameworks and the Common Core State Standards*

PERFORMANCE RESPONSIBILITIES: *The following performance responsibilities will be shared equally by the Language Arts Curriculum Coordinator and the assigned administrator:*

- *Co-Chair Language Arts Curriculum Committee with assigned administrator*
- *Attend Curriculum Steering Committee meetings*
- *Attend state informational curriculum meetings and relevant association conferences*
- *Communicate language arts updates to the District Leadership Team and the School Committee*
- *Gather and analyze language arts student performance information and make recommendations for improvement*
- *Assist the Professional Development Planning Team in providing language arts related professional development*
- *Coordinate and articulate curriculum issues with Norfolk, Wrentham and King Philip*
- *Create and maintain a curriculum guide which is aligned with the state standards*
- *Identify, with the assistance of the language arts curriculum teams, grade-level curriculum expectations*
- *Develop, with the assistance of the language arts curriculum teams, curriculum maps for grades K-6*

TERMS OF EMPLOYMENT: *Two-year appointment by the Superintendent of Schools
Compensation per contract*

EVALUATION: *Annually by the Superintendent of Schools*

Approved:

JOB SPECIFICATIONS

TITLE: *Mathematics Curriculum Coordinator*

QUALIFICATIONS:

- *DESE Elementary Certification*
- *Member of the Plainville Public School teaching staff*
- *Familiarity with Massachusetts Mathematics Curriculum Frameworks*
- *Familiarity with the Common Core State Standards*

REPORTS TO: *Superintendent of Schools*

JOB GOAL: *Work in partnership with the assigned administrator to coordinate curriculum development in the Plainville Public Schools in alignment with the Massachusetts Curriculum Frameworks and the Common Core State Standards*

PERFORMANCE RESPONSIBILITIES: *The following performance responsibilities will be shared equally by the Mathematics Curriculum Coordinator and the assigned administrator:*

- *Co-Chair Mathematics Curriculum Committee with assigned administrator*
- *Attend Curriculum Steering Committee meetings*
- *Attend state informational curriculum meetings and relevant association conferences*
- *Communicate mathematics updates to the District Leadership Team and the School Committee*
- *Gather and analyze mathematics student performance information and make recommendations for improvement*
- *Assist the Professional Development Planning Team in providing mathematics related professional development*
- *Coordinate and articulate curriculum issues with Norfolk, Wrentham and King Philip*
- *Create and maintain a curriculum guide which is aligned with the state standards*
- *Identify, with the assistance of the mathematics curriculum teams, grade-level curriculum expectations*
- *Develop, with the assistance of the mathematics curriculum teams, curriculum maps for grades K-6*

TERMS OF EMPLOYMENT: *Two-year appointment by the Superintendent of Schools
Compensation per contract*

EVALUATION: *Annually by the Superintendent of Schools*

Approved:

JOB SPECIFICATIONS

TITLE:	<i>Science Curriculum Coordinator</i>
QUALIFICATIONS:	<ul style="list-style-type: none">• <i>DESE Elementary Certification</i>• <i>Member of the Plainville Public School teaching staff</i>• <i>Familiarity with Massachusetts Science Curriculum Frameworks</i>
REPORTS TO:	<i>Superintendent of Schools</i>
JOB GOAL:	<i>Work in partnership with the assigned administrator to coordinate curriculum development in the Plainville Public Schools in alignment with the Massachusetts Science Curriculum</i>
PERFORMANCE RESPONSIBILITIES:	<p><i>The following performance responsibilities will be shared equally by the Science Curriculum Coordinator and the assigned administrator:</i></p> <ul style="list-style-type: none">• <i>Co-Chair Science Curriculum Committee with assigned administrator</i>• <i>Attend Curriculum Steering Committee meetings</i>• <i>Attend state informational curriculum meetings and relevant association conferences</i>• <i>Communicate science updates to the District Leadership Team and the School Committee</i>• <i>Gather and analyze science student performance information and make recommendations for improvement</i>• <i>Assist the Professional Development Planning Team in providing science related professional development</i>• <i>Coordinate and articulate curriculum issues with Norfolk, Wrentham and King Philip</i>• <i>Create and maintain a curriculum guide which is aligned with the state standards</i>• <i>Identify, with the assistance of the science curriculum teams, grade-level curriculum expectations</i>• <i>Develop, with the assistance of the science curriculum teams, curriculum maps for grades K-6</i>
TERMS OF EMPLOYMENT:	<i>Two-year appointment by the Superintendent of Schools Compensation per contract</i>
EVALUATION:	<i>Annually by the Superintendent of Schools</i>

Approved:



PLAINVILLE PUBLIC SCHOOLS
68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

Caron B. Ketchum
School Business Administrator

Telephone: (508) 699-1323
Fax: (508) 699-1302
Email: cketchum@plainville.k12.ma.us

MEMORANDUM

To: Plainville School Committee

From: *CBK* Caron Ketchum
School Business Administrator

Date: May 30, 2017

Re: Gift to Plainville Public Schools (Vote Required)

In accordance with Massachusetts General Laws **Chapter 44, Section 53A-Grants and Gifts; Acceptance and Expenditure**, I have been notified by the Town Accountant that all gifts and donations must be formally accepted by the School Committee before funds are released from the Gift Account for school use.

Please be advised that I am in receipt of the following gift from Bay State Recycling Program.

Baystate Textiles, Inc.

The Plainville Public Schools is in receipt of **\$50.00** for the Plainville district. This money is to be used to reimburse expenses for district technology purchases.

The district receives \$100/ton or 5¢ per pound for recycling textiles. Since the program's inception in October 2013, the district has recycled **30,485** pounds for a total of **\$1,524.25**.

Please take a vote of approval to accept this gift from Baystate Textiles, Inc.



PLAINVILLE PUBLIC SCHOOLS

Anna Ware Jackson School
68 Messenger Street
Plainville, MA 02762



Kate Campbell, Principal
kcampbell@plainville.k12.ma.us

(508) 699-1304
(508) 699-1303 FAX

INTEROFFICE MEMORANDUM

TO: PLAINVILLE SCHOOL COMMITTEE
FROM: KATE CAMPBELL
SUBJECT: STOP & SHOP A+ REWARDS
DATE: MAY 31, 2017

Please accept the attached check in the amount of \$2042.17 for the Anna Ware Jackson School Gift Account.

Next year we are planning on purchasing new long sleeve shirts for all staff members as well as t-shirts for students. I would also like to use some of the money throughout the school year to purchase coffee for the staff and snacks for students.

Cc: David P. Raiche, Superintendent



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 7, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: PTO Fundraisers for 2017/2018 (Vote Required)

I met with PTO president, Lauren Cecko and we reviewed the proposed listing of PTO fundraisers for the 2017/2018 school year. Mrs. Cecko will be at the meeting to answer any questions you may have.

For you information the new fundraising activities are:

- Amazon Smile, which works much like the Stop & Shop Rewards Program;
- It's a Sign Party – a parent only event;
- Coin Wars, which works the same as students/staff coin fundraisers from the past; and
- Gift Card Fundraiser.

New activities include the Holiday Boutique at Wood School and Wood School Trivia Night.

I recommend approval of the PTO 2017/2018 fundraisers.

Enclosure

PTO Fundraisers For 2017-2018:

1. Book Fair 1- Fall WOOD school 1- Spring Jackson
2. Fun Fair
3. B.J.'s memberships
4. Holiday Boutique Jackson
5. Holiday Boutique Wood
6. Auction
7. Movie Night
8. Gift Card Fundraiser
9. Wood School Trivia
10. Coin Wars
11. Red Sox Tickets
12. Apparel
13. It's a Sign Party
14. Amazon Smile
15. Stop-N-Shop
16. Mother Son Bowling (NC Wood ONLY)
17. Sweetheart Dance (NC Wood ONLY)
18. Halloween Party (NC Wood ONLY)
19. March Madness (NC Wood ONLY)
20. Honey Dew
21. Box tops



PLAINVILLE PUBLIC SCHOOLS


68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee

From:  David P. Raiche
Superintendent of Schools

Re: *School Improvement Plans:*

- *Anna Ware Jackson School – 2017/2018*
- *Beatrice H. Wood School – 2017/2018*

Please review the proposed School Improvement Plans for Jackson School and Wood School. Any questions, concerns or comments should be forwarded to me as I anticipate responding to these proposals within the next two (2) weeks.

2017 - 2018

The Mission Statement of the Plainville Public Schools

The mission of the Plainville Schools is to promote lifelong learning throughout the community and to prepare students to become responsible, contributing members of a changing society by providing a challenging, rigorous educational program which motivates and enables intellectual, physical, social, and emotional development in an atmosphere which nurtures creative and critical thinking and the development of values.

The Mission Statement of the Anna Ware Jackson School

The mission of the Anna Ware Jackson School is to inspire every student to think, to learn, to achieve, and to care in a safe, child-centered learning environment.

Our school motto is: Jackson students choose to be safe and secure, respectful and responsible, positive and productive, kind and courteous, work hard, be nice, make a difference; to be the best you can be.

Members of the Anna Ware Jackson School Council 2017 - 2018

Principal

Kate Campbell

Teacher Members: Selena Graham–

Parent Members: - Kim Janssen –Kristen Garrity

Community Members: Trish Gallerani and Anne Marie Morris

As members of the Jackson School Council, we believe that the following conditions are essential to student success at the Jackson School:

- Class size and staffing must be kept at a level that will optimize student success.
- Adequate support services must be provided to meet the needs of all of our students.
- The Plainville Public Schools' philosophy of providing the least restrictive environment for all students must continue to be implemented.
- Professional development opportunities for all staff members should be provided to maximize their effectiveness in working with students with diverse needs as well as meet state and district expectations.
- The organization of staff into professional learning communities provides the opportunity for collaboration of ideas among staff

- members along with the sharing and practicing of best instructional practices.
- The analysis of common formative and summative assessments used to drive student instruction with the goal of using data to improve student learning.
- Aligning lesson structure within curriculum maps to develop grade specific expectations/standards.
- Differentiation within large and small group instruction to meet individual learning styles and needs.

Anna Ware Jackson School
School Improvement Plan
2017 – 2018

District Strategic Plan Goal: Align the district's ELA and math curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.

Long Term Objective: Increase student achievement (K-3) in reading/writing as measured by: Benchmark Assessment (Fountas & Pinnell), student performance on common standard based grade level assessment scores, Massachusetts state assessments, Early STAR Literacy assessments and the STAR literacy and reading assessments. Increase student achievement in mathematics as measured by student performance on standard-based common assessments, Massachusetts state assessments, as well as the STAR assessments. Provide every child with a quality reading/language arts and mathematics program that is designed to provide differentiated instruction to increase individual growth across all grade levels.

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
Offer ELA/MATH Professional development opportunities for teachers to implement/design lesson structure, model curriculum units, and assessments which align to the MA frameworks/essential standards. Guided Reading PD for all classroom teachers, tutors and para professionals.	Principal Coaches Teachers	June 2018		Money for substitutes allowing time for collaboration and unit development, (October planned time frame).
Continue to utilize small group instruction in areas of ELA and math. Focus will be to increase differentiation within small groups to best meet individual needs and styles.	Principal Teachers Coaches Reading Specialist	June 2018		Money for substitutes to allow teachers to visit other teachers' classrooms and PD on different vs differentiation.
Provide opportunities for staff to share "best practices": 2-4 Teacher (only) Learning Walks to focus on individual targeted skills.	Coaches Teachers ELL Teacher Student Support Specialist	June 2018		Funding for substitutes for staff to meet observe and share strategies

Continue a cohesive RTI in areas of ELA, Math, adding in social/behavioral needs. Digital data collection will be implemented and used for social emotion RTI data using the universal screener results. Digital collection system of data by all teachers will be developed by mid-year, green binder sheets moving to digital version and electronic platform that houses building referrals and incidents.	Reading Specialist Teachers/Principal ELA/Math Coach Tutors Student Support Specialist	June 2018		Collaboration time to develop groups and focus areas. Day 2 grade level meetings. Extension of Day 2 academic meetings that carry over to social/emotional focus. Development of schedule that allows both academics and social emotional instructional support.
Teachers will develop standard based classroom instruction, interventions and learning centers using data from formative and summative assessments collected through RTI. Formative assessments data will be used to drive instruction. Data collection system in place for all teachers to collect multiple pieces of evidence on grade level standards for report card grading.	Principal Special Educators Tutors Teachers ELL Teacher Reading Specialist Student Support Specialist	June 2018		\$0
Ensure fidelity in the assessment and reporting of student achievement. Teachers will continue to develop a digital system of collecting formative assessment and essential standard data to develop intervention groups and track student growth.	Principal Classroom Teachers Coaches/Digital Learning Specialist Student Support Specialist	June 2018		Funding for substitutes/training
K/1/2/ 3 grade staff will attend EW training when needed. Teachers will implement new techniques to improve comprehension and fact finding strategies of nonfiction text. EW trainer will spend one day on specific grade level focus embedding skills into cross content curriculum .PD for 3 types of writing will be supported when needed.	Principal Science Coordinators Coaches Teachers ELL Teacher Reading Specialist	Fall and Spring		Subs while PD being attended. Schedule provided for opportunities to observe colleagues

3 data meetings during school year to analyze data for patterns of consistent growth vs. areas of need. State assessment scores will be analyzed to determine areas of growth and specific areas of need.	Principal Reading Specialist ELL Teacher Classroom Teachers Tutors Coaches Student Support Specialist	June 2018		Money for substitutes
Increase use of daily technology skills within content areas of instruction. State and Plainville Scope and Sequence will be used as guidelines for grade level expectations.	Digital Learning Specialist Coaches Media Specialist Classroom Teachers	June 2018		\$0
Increase clarity in PLC agenda across grade levels -expectations should include curriculum updates/embedding technology and using data to support teaching and learning. Digital template will be used on ONE DRIVE for consistency and easier communication.	Principal, Coaches, Teachers, Reading Specialist ELL Teacher Digital Learning Specialist Technology Administration	June 2018		\$0
Increase opportunity for teacher learning of utilizing higher level thinking skills within essential questions as well as posted objectives, lesson scaffolding, and assessments.	Teachers Administration Coaches	June 2018		\$0
Three calibration days/common scoring for math and writing.	Principal Teachers Coaches ELL Teacher Reading Specialist Special Educators	September 2017 January 2018 June 2018		Money for substitutes
Writing assessments with common rubric and expectations will be developed at all levels. New EW rubric will be designed by ELA committee with grade level input to meet specific needs of each level.	Principal Teachers Coaches ELL Teacher Reading Specialist Special Educators	June 2018		\$0

Vertical PLC sharing once per term to discuss on-going successes and struggles.	All Staff	November 2017 March 2018 May 2018		\$0
All teachers will provide ongoing family communication, including curriculum updates/class and school events. Utilizing up-to-date websites, email blasts, and parent newsletters (grade level and/or individual sites).	Principal Teachers	June 2018		\$0
Provide opportunities for math coach and/or ORIGO representative to increase knowledge of ORIGO 2.0.	Principal Math Coach Teachers	September 2017 January 2018		\$0
Monthly/bi-weekly teacher liaisons meeting. Agendas and shared notes will be collected digitally on One Drive similar to PLC agenda.	Teachers Administration Liaisons	Monthly		\$0

Anna Ware Jackson School
School Improvement Plan
2017 - 2018

District Strategic Plan Goal: Align the district's ELA and math curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.

Long Term Objective: Increase student achievement in ELA and math across all grade levels as measured by rubrics at all grade levels. Provide every child with a quality instruction that is designed to provide differentiated learning across all grade levels.

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
Ensure that all teachers implement/embed Empowering Writers strategies across content areas as well as within targeted types of writing (Narrative, Expository, Opinion). New rubric designed spring of 2017 utilized by grades K-3.	Principal ELA Coach Classroom Teachers	June 2018		Funding for substitutes if necessary

Provide support and PD in the implementation of the NGSS	Principal Teachers Science Coordinators Science Committee	PD through June 2018 March faculty meeting 2018		Money for substitutes
Allow time for teachers to collaboratively score students' work three times a year/math as well as writing.	Classroom Teachers Principal ELA Coach ELL Teacher Special Educators	June 2018		Money for substitutes
Develop anchor texts as exemplars of good opinion, informational, and narrative texts/rubrics at each grade level specific to grade level curriculum standards. Build upon ELA anchors into science and social studies content areas.	ELA Coach Principal ELA Curriculum Team Science Committee	June 2018		\$0
Feedback opportunity for parents to share pros/cons of what they feel are valuable pieces of our ELA and Math curriculums.	Principal Coaches Teachers Tutors	Principal Coffee Hour November 2017 and May 2018		\$0
Digital data collection training for collecting evidence for report cards and formative assessments.	Principal Teachers Technology Administration Digital Learning Specialist	June 2018		Money for substitutes
Give direction and support to teachers in understanding and implementing best practices for active learning and the provision of feedback to students. This will include growth producing feedback PD.	Principal Teachers Coaches	June 2018		Money for substitutes
Create measurable criteria for assessing social expectations Universal Screener results-RTI interventions following up school wide language and expectations.	Student Support Specialist School Psychologist Principal Teachers	June 2018		\$0
Continue developing IXL math program through individual/small group instruction to meet student level of progress grades 1- 2-3. K will be introduced to IXL start of 2017 school year.	Principal Math Coach Classroom Teachers	June 2018		Assessment budget line

Utilize Accelerated Reader in grades 1-3. Comprehension connections made within classroom settings.	Principal Teachers ELA Coach Media Specialist	June 2018		Assessment budget line
On-going Foundations training (for any new staff) to increase knowledge of spelling patterns as well as the use of high frequency words in daily writing. (goal- Foundations consistent across K-3).	Principal ELA Coach ELL Teacher Classroom Teachers Reading Specialist	November 2017		\$0
Create/design common assessment rubrics in ELA and math aligned to standards referenced report card.	Principal Teachers Coaches	June 2018		Stipends for teachers
Use common assessment data at grade level to create RTI groups for targeted instruction, (re-teaching and enrichment) both in and out of classrooms. Day 2 meetings.	Principal Teachers Tutors Coaches ELL Teacher Reading Specialist Special Educators Paraprofessionals	Ongoing		\$0
Writing and math benchmark common assessments will follow district protocol. Data will be analyzed over each term as well as over a year's span to review student growth.	Teachers Coaches Administration	June 2018		Stipends for teachers
Create clear PLC agendas/norms and expectations across building focusing on supporting student learning/curriculum development. Agendas will be housed on One Drive and will be available to teachers, coaches and administration 24 hours before meeting.	Teacher Leaders Principals	Ongoing		\$0
Update common formative assessments in all grade levels in the areas of math and ELA to align to essential standards.	Coaches Teachers	June 2018		\$0

Develop student technology knowledge/skills using Plainville's technology scope and sequence Benchmark assessments developed by Digital Learning Specialist and technology committee.	Digital Learning Specialist Technology Administration Principal Coaches Teacher Leaders	October 2017 June 2018		Funding for substitutes
Development of STEM room. Continue updating and building upon a room that is utilized by the school for creative, higher level thinking classes and learning opportunity.	Digital Learning Specialist Technology Administration Principal Coaches Teacher Leaders	On-Going		\$1000.00 for supplies

**Anna Ware Jackson School
School Improvement Plan
2017 -2018**

District Strategic Plan Goal: Effectively communicate the district's goals, objectives, and progress to and among students, parents, staff and the community in order to sustain community-wide support for the district's educational programs

Long Term Objective: To create partnerships with local business, community organizations, and service groups to help increase their understanding of the quality education being provided in Plainville as well as to strengthen our programs with their manpower and resources.

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
Continue our early literacy partnership with the Town Clerk's Office through "Welcome Baby" program.	Principal	June 2018		\$500.00 (School Council funds)
Community Senior Center Math BINGO.	Principal Laurie Durand	October 2017 March 2018		\$0
Opportunities for student participation in community services Lunch and Learns, Senior Center Math BINGO/Can Drive/Veteran's Day Breakfast/Heavenly Hats Donation.	Principal Classroom Teachers	June 2018		\$0
Continue community activities such as Read-Aloud Day, Parent Visitation Days, ICARE Program, School Spirit Days, Student Spirit Assembly, Reading Buddies, School-Wide Morning Meetings.	Principal Classroom Teachers	June 2018		\$250.00 (School Council funds)

JA in a Day program -community curriculum (students grades K-3).	Principal Classroom Teachers Tina Baker	June 2018		\$0
Provide workshop/parenting support program for all incoming K parents.	Principal	August 2018		\$0
Continue building understanding and implementation to all staff pertaining district-wide standards referenced report card (essential standards/ data collection system).	Principal Teachers Support staff Coaches	June 2018		\$0
Continue to support families with understanding a new district-wide standards referenced report card.	Principal Teachers Coaches	June 2018		\$0

**Anna Ware Jackson School
School Improvement Plan
2017 - 2018**

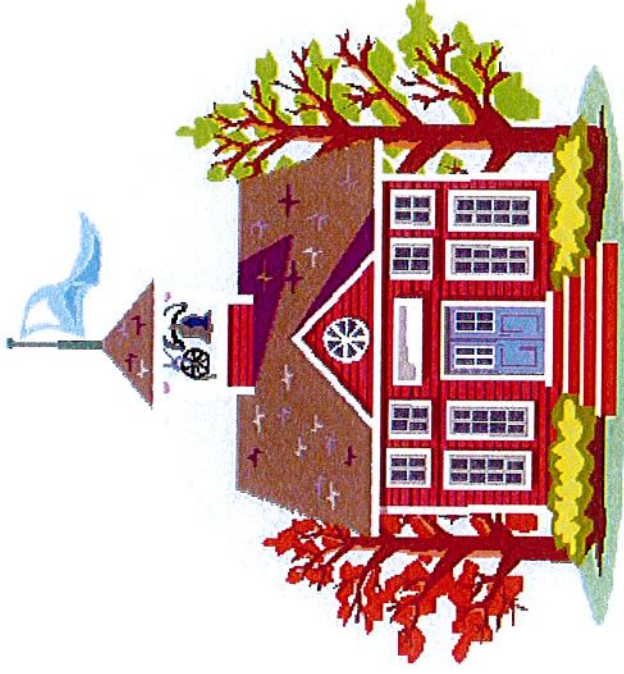
District Strategic Plan Goal: Provide and maintain a safe, inviting and adaptable teaching and learning environment where staff and students may attain the educational goals of the district.

Long Term Objective: To support the health/wellness and safety of the Jackson School community. To formalize and expand the school Positive Behavioral Interventions and Support Model within the Jackson School.

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
Update building-wide behavioral plan to establish a culture of clear, consistent expectations /consequences. Modify major/minor protocol.	Student Support Specialist School Psychologist Principals Teachers Para Professionals	June 2018		\$0
Staff care plans developed and updated. Wellness and mindfulness needs addressed.	Principal Student Support Specialist School Psychologist	January 2018		\$0
Inform parents and students of the latest information about nutrition and healthy eating.	School Nurse PE Teachers	June 2018		\$0

Continue to support the practice of fire and lockdown drills so that students and staff know the procedure in the event of an emergency.	Principal Plainville Police and Fire Departments	October 2017 March 2018		\$0
Continue implementation of bullying prevention law, as well as use of the Jackson pledge to encourage good peer relationships among the students/awareness bullying assembly.	Principal Student support Specialist School Psychologist	June 2018		\$0
Increase PBIS system within the Jackson community and classroom settings. Enhance social emotional learning through Tier 1 support. Use of a universal screener for externalizing and internalizing behaviors to identify at-risk students will be implemented school-wide.	Principal Student Support Specialist School Psychologist	June 2018		\$0
Implement consistent Social Thinking Curriculum language/concepts in grade K-3 to increase expected behaviors and common language across the grade levels.	School Psychologist Teachers Student Support Specialist	June 2018		\$0
3 rd grade Student Council to provide student voice- represent their ideas/needs and opinions. Also plan school spirit days/ activities/ March Madness Literacy Month/teacher appreciation week.	Principal Laurie Durand	June 2018		\$500.00 (school council oversees budget)
Acknowledge teacher accomplishments with STAFF SHOUT OUTS.	Principal Student Support Specialist	June 2018		\$0

Continue SPARK awards and recognition for positive student behaviors.	Principal Student Support Specialist Teachers	June 2018		\$0
Develop a structure/schedule for in-class lesson development of Mind-Up Curriculum on social awareness and emotional wellbeing. Student support specialist will model lesson for teachers first then return to duplicate within class settings.	Principal Student Support Specialist Teachers	June 2018		\$0
School-wide teaching of the Mindful stances. Monthly topics for focus points. 7 stances (not in Sept and June) will be addressed through classroom instruction and whole group morning meetings.	Principal Student Support Specialist Teachers	June 2018		\$0



School Improvement Plan
Beatrice H. Wood School
Plainville, Massachusetts

2017-2018

The Mission Statement of the Plainville Public Schools

The mission of the Plainville Schools is to promote lifelong learning throughout the community and to prepare students to become responsible, contributing members of a changing society by providing a challenging, rigorous educational program. The Wood School Council endorses providing an educational program which motivates and enables intellectual, physical, social, and emotional development in an atmosphere which nurtures creative and critical thinking and the development of values.

The Mission Statement of the Beatrice H. Wood School

The staff of the Beatrice H. Wood School will provide a quality education for all students that maximize their academic achievement, promotes their physical, social and emotional development, emphasizes family and community values, and develops their ability to succeed in a diverse and changing society. We will create an environment where students, staff, parents and community members work and grow together.

Our school motto is "*The Bridge from Home to the World.*"

Members of the Beatrice H. Wood School Council

Principal

Robin Roberts-Pratt (Chair)

Teacher Members

Devon Almeida

Laurel Peter

Parent Members

Jim Caprarella

Kelly Harlow

Emily Hatami

Community Member

Kathy Parker

As members of the Beatrice H. Wood School Council, we are committed to the following beliefs:

- All children have the ability to learn and succeed.
- All children learn and develop at different rates and in different ways.
- All children have value and deserve respect.
- High expectations lead to high performance.
- All members of our school community are teachers and learners.
- Class size and staffing levels affect student success.

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Align the district's curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.*

Long Term Objective: *To continue alignment of Plainville curriculum to state frameworks maximizing creativity through the use of Professional Learning Communities.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Continue curriculum articulation with King Philip Middle School, Wrentham, and Norfolk School Districts	Principal and Math/ELA Coach	Ongoing	Meetings with Wrentham, Norfolk, King Philip Middle School, and Principal to assess current curriculum.	0
2. Offer PD in the area of science instruction after program is determined working with consultants throughout the year	Principal and Specialists	June, 2018	PD offerings	0
3. Offer book studies on concepts/best practices (i.e. revision and formative assessments)	Principal and Coaches	June, 2018	PD offerings	0
4. Continue to provide professional literature	Principal and Teachers	June, 2018	Monday Memo	Funding from Marshall Memo provided by School Council
6. Create and implement curriculum map in Science for all grade levels	Principal and Science Coordinator	June, 2018	Completed Map	Stipends for teachers
7. Generate common assessments in Science with an established test protocol for teachers	Principal and Science Coordinators	June, 2018	Completed assessments	Stipends for teachers
8. Provide PD on Social Emotional Learning	Principal and Student Support Specialist	June, 2018	PD offerings/ coaching	0
9. Update curriculum maps during PLT	Grade level Science Teachers	June, 2018	Updated/current maps	0
10. Include science in PLT rotation	Grade level Science Teachers	June, 2018	Science PTL Time	0
11. Schedule time for vertical alignment (joint staff mtg./professional development)	Principal and Teachers	June, 2018	Joint meetings	0
12. Schedule Data meetings throughout the year, overlapping with Tuesday morning meetings and 1st period	Principal	Ongoing	Successful data meetings	0

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Align the district's curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.*

Long Term Objective: *To promote the expansion of student recognition and academic enrichment programs.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Continue before and after school enrichment activities and school-wide Enrichment activities offered by students	Principal and Enrichment Coordinator	June, 2018	Academic Enrichment class held at the Wood School.	Stipends for instructors
2. Offer class showcases for the community such as the Meet the Authors, SWAT presentation, music and PE performances	Teachers/Principal	June, 2018	Successful Showcases	0
3. Encourage opportunities for students partner with Jackson students i.e. Dr. Seuss Day, Book Buddies, Maker Space Buddies	Teachers/Principal/Tutors	June, 2018	Partnerships	0
4. Continue and grounds on beautification projects	Principal/ Green Team Leaders	June, 2018	Green Team	0
5. Offer ongoing PD for students in SEL such as Raise Your Voices	Teachers	June, 2018	Enrichment Group	\$50 prizes
6. Create a student council	Teachers/Adjustment Counselor	June, 2018	Student Council	0
7. Monthly recognition from specialists included in Student of the Month breakfast	Specialists	June, 2018	Nomination	\$3.00 per student
8. Create opportunities for students to take part in school-wide enrichment in digital learning and SEL during data block	Principal/Adjustment Counselor/ School Psychologist/Digital Learning Specialist/Student Support Specialist	Ongoing	Successful Programs/activities	0
9. Implement a Student Mentor program in music programs	Music Department	Ongoing	Successful Mentorship	0

Beatrice H. Wood School School Improvement Plan 2017-2018

District Strategic Plan Goal: *Align the district's curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.*

Long Term Objective: *To increase student achievement in reading and mathematics as measured by the Fountas and Pinnell, STAR, Common Assessments, and standardized state assessments.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Continue the WRITE BRAIN publishing project with the entire school	Grade 4 Teachers	June, 2018	Published Books.	Funding for books/materials
2. Train grade 4/5 /ELA teachers Fountas and Pinnell	ELA Coach/ELA teachers	June, 2018	Trained faculty.	Funding for substitutes
3. To continue to encourage student-led conferences to write specific goals for ELA and math	Classroom teachers/students	On-going	Achievement of goals- student made portfolios, pictures, student work	0
4. Provide students opportunities to have pen pals, either out-of district or with vertical classrooms	Teachers	June, 2018	Pen Pals	\$50 Postage
5. Research and incorporate digital programs for our struggling readers/writers	Principal/Digital Learning Specialist	On-going	Improved scores	\$500 potential licenses
6. Incentive program for IXL (include reading)	Kerri-Lee	June, 2018	IXL reports	\$8-10 per student
7. Integrate fluency practice with poetry/ expanding who does announcements	Danielle & Amy A. (recommended students)	June, 2018	Successful morning announcements Improved DIBELS scores	0
8. Whoo's Reading blog in grade 4-5	Grade 4&5 Teachers	June, 2018	Blogging	\$50 per teacher
9. Encourage cross-grade level SSR reading	Teachers	June, 2018	Cross-grade readers	\$100 Books
10. SSR takes place in the classroom wherever you are in 2 nd period	Principal	June, 2018	Schedule	0
11. Continue using IXL in math in all grades and investigate IXL in reading	Teachers	June, 2018	IXL use	\$8-10 per student

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Align the district's curricula to the state curriculum frameworks both vertically and horizontally while also ensuring that instruction and assessment across subject areas reflects effective practice and high expectations for all students.*

Long Term Objective: *To provide a safe learning environment for every staff member and student throughout the school day.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Implement three lockdown drills per year	Principal	June, 2018	Successful drills	0
2. Encourage teachers to co-teach community building and Social Emotional lessons with the Adjustment Counselor	Teachers/Student Support Specialist	Ongoing	Co-taught lessons	0
3. Create regular lunch groups with Adjustment Counselor for SEL.	Teachers/Student Support Specialist/ Adjustment Counselor	Ongoing	Piloted Classrooms	0
4. Continue the use of Universal Screener for teachers and create screener and protocol for students	School Psychologist/ Student Support Specialist/ Adjustment Counselor/ Teachers	October 2017 and June 2018	Completed surveys	0
5. Provide and implement a digital citizenship curriculum provided by the Digital Learning Specialist	Digital Learning Specialists	June, 2018	Successful Program	0
6. Create 'Buddy' benches and hold other opportunities for students to focus on acts of kindness	Principal/ Student Support Specialist and AOK Team	June, 2018	Benches and AOKs	\$200 Materials
8. Hire a school Adjustment counselor	Principal/ Student Support Specialist/ AOK Team and School Psychologist	June, 2018	Successful AOK groups	0
9. Create a kindness garden for faculty and students	Staff/Students	On-going	Interactive Garden	\$150.00 paints
10. Encourage flexible seating, such as yoga balls, swivel stool, bean bags	Teachers/Principal	June, 2018	New Furniture	\$1500.00
11. Create/disseminate safety checklist in August to all classrooms	Security Assistant/Principal	August, 2017	Safety Checklist	0

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Effectively communicate the district's goals, objectives, and progress to and among students, parents, staff and the community in order to sustain community-wide support for the district's educational programs.*

Long Term Objective: *To encourage, create, and improve partnerships with families, local businesses, community organizations, and service groups to increase their understanding of the quality education being provided in Plainville.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Explore on-site activities enrichment/field trip opportunities for all students	Principal, Math/ELA Coach and grade 5 teachers	Ongoing	Grade 5 trips and assignments to Patriot Place.	\$375 for transportation
2. Provide a personal tour and welcome packet for all new families including a community services directory, important school contact information and school calendar	Principal, Nurse and Secretaries	August, 2017	Welcome Packets	0
3. Encourage staff to 'meet and greet' new class during August 'set-up'	Teachers	August, 2017	Successful Visits	0
4. Encourage parent/guardian and community volunteers in your classroom.	Principal and teachers	June, 2018	Successful partnerships and programs	0
5. Continue to organize food drive for the local food pantry from Feb-May	Principal and Nurse	May, 2018	Successful Drive	0
6. Collaborate with the Digital Learning Specialist to create and implement technology enrichment classes for students	Principal and Digital Learning Specialist	June, 2018	Enrichment classes	\$300 stipends
7. Collaboration among music department to create performances in addition to winter/spring concerts	Principal and Instrumental Music teacher	June, 2018	Successful Performances	\$150 Stipends
8. Collaborate with BSU to seek out partnerships in the area of science	Principal/ Science Coordinators	June, 2018	Successful Partnerships	\$ 1000 Travel/Buses

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Effectively communicate the district's goals, objectives, and progress to and among students, parents, staff and the community in order to sustain community-wide support for the district's educational programs.*

Long Term Objective: *To encourage and increase communication between home and school.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Encourage common websites for grade-levels with project updates/rubrics, project instructions and student exemplars	Teachers, Technology Administrator	June, 2018	Updated webpages	0
2. Encourage parent communication via SeeSaw/Blogs	Teacher/Digital Learning Specialist	June, 2018	Blogs/Digital Communication (in addition to website)	0
3. Encourage parents to come into classrooms after school math & ELA workshops	Teachers	Ongoing	Parent attendance at successful workshops	0
4. Review and revise current Mission statement	Teachers/Administration/District/Community	June, 2018	One District Mission Statement	0

**Beatrice H. Wood School
School Improvement Plan
2017-2018**

District Strategic Plan Goal: *Create a comprehensive professional development program that enables teaching staff, support staff and school committee members to meet the educational needs of the district.*

Long Term Objective: *Continue staff development to expand the use of instructional strategies in the class and to promote student success.*

Action Steps to Accomplish Objective	Person(s) Responsible	Anticipated Date of Completion	Indicators of Accomplishment (Evaluation Criteria)	Projected Expenses
1. Create lab classrooms for lesson study/modeling	Principal	Ongoing	Schedule reflecting planning time; allotting time during professional development days	0
2. Invite teachers throughout the district to present a lesson in each other's classrooms.	Principal	Ongoing	Membership and Professional discussions among faculty.	\$400.00
3. Schedule time for teachers to discuss and explore effective technology with the Digital Learning Specialist	Principal, Digital Learning Specialist, teachers	June, 2018	Time scheduled for technology instructions/ Effective use of technology in classrooms for instruction	Funding for substitutes
4. Offer PD opportunities in teaching English Language Learners	ELL teacher	June, 2018	Successful PD	Stipend for instructor
5. Introduce Makerspace lessons/activities	Art Teacher/Student Support Specialist/Principal	On-going	Makerspace activities	Stipends
6. Offer Flipped PD throughout the year.	Principal, Digital Learning Specialist, teachers	On-going	Offer Flipped PD	0
7. PD on utilizing support staff for teachers.	Principal, Digital Learning Specialist, teachers	On-going	Successful PD	0
8. Offer PD by experts in SEL	SEL Team	June, 2018	Successful PD	\$1300
9. Utilize Teachpoint program with teachers and ESP's to formalize evaluation process	Principals/Technology Administrator/Sped. Administrator	June, 2018	Successful use of Teachpoint	\$ per user
10. Implement 'Pineapple Express' as a way to promote peer interactions in classroom (replacing Learning Walks)	Coaches/Teachers	June, 2018	Successful Observations/interactions	0
11. Pilot a Microsoft Classroom in grade 4 and/or 5	Principals/Technology Administrator/ Teachers	June, 2018	Microsoft Classroom	Cost of office 365
12. Provide emails for the 5 th grade students.	Principals/Technology Administrator/Teachers	Ongoing	Student email accounts	\$ per email account



PLAINVILLE PUBLIC SCHOOLS


68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
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Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee

From:  David P. Raiche
Superintendent of Schools

Re: Policy File: IJNDC, Web Publishing Policy and
Policy File: IJNDD, Social Media Policy for Staff and
School Web Publishing/Social Media Release Form

I have enclosed the following:

- Policy File IJNDC, Web Publishing (attached is the current policy and the proposed policy)
- Policy File IJNDD, Social Media Policy for Staff (new proposed policy) and
- The School Web Publishing/Social Media Release Form (this will not be part of the policy, but rather a release form which pertains to both policies).

Please take a 1st vote of approval for the proposed Policy File IJNDC, Web Publishing and for the proposed new Policy File IJNDD, Social Media Policy for Staff. These policies have been reviewed by Mrs. Whitaker, Technology Administrator, as well as Attorney Andrew Waugh.

I also forwarded them to Jennie Ryan, Phyllis Clayman, and Laura Schoonmaker last week for review and comment. Should I receive any, I will so inform you.

Enclosures

The Plainville Public Schools do not discriminate on the basis of age, sex, race, religion, national origin, color or handicap in accordance with applicable laws and regulations.

WEB PUBLISHING

- **Educational Value**—All published material must have educational value and support the School District goals, guidelines, mission statement and policies.
- **Web Content**—All web content must be appropriate, accurate and complete and is overseen by the Webmaster in the School District. The content will be reviewed prior to posting to the website.
- **Protect Privacy**—At no time shall any student's personal information such as home address, phone number or e-mail address appear on the Internet. No name will be associated with student's photograph or student's class project for web publishing.
- **Student Safety**—A stranger should never be able to connect a student's name with his/her face. Pictures of students or activities of students that are taken from a distance may be posted to the Internet. However, close-up pictures or pictures of students who can be easily identified from a distance will not be posted to the Internet without parental permission due to the security and safety of the student (A web publishing permission form needs to be signed by the parents).
- **Copyright Laws**—Adhere to all copyright laws. Anyone wishing to use the materials on the Plainville Public School website or any other website is under obligation to obtain permission of the webmaster or the person who created the materials.
- **Content Monitoring/Auditing**—Regularly monitor your web page for appropriateness, quality, and educational value. Test your web page prior to submission using the minimum Internet speed connection (such as 56K dial-up modem) and lowest browser version (such as version 3.0) so that others with minimum connection may have access to the web page.

Approved: January 21, 2003

WEB PUBLISHING

The Plainville Public School website is a central point of location and resource to obtain school information. It is also a means of communication between the school district and students, parents and community members. When creating school webpages, staff members must publish materials that are of educational value and support the school district goals, guidelines, mission statement and policies. Material appropriate for web publishing includes school related information such as agendas, policies, appropriate administrative procedures, activities/services, schools, teachers/classes, and student projects. Anything that conflicts with the educational mission of the district is prohibited. Staff members are expected to follow the guidelines provided below:

- **Web Content**—All web content including external links to other websites must be current, appropriate, accurate, and complete and is subject to review by the technology department of the School District. Posting commercial advertising, marketing or a personal web page is prohibited.
- **Protect Privacy**—At no time shall any student's personal information such as home address, phone number or e-mail address appear on the school district website. No name will be associated with students' photographs, videos, audio files or students' class projects for web publishing. Additionally, no staff members' home telephone numbers, home addresses, photographs, videos or audio files will be posted on any school webpage without their consent.
- **Student Safety**—A stranger should never be able to connect a student's name with his/her face. To be in compliant with COPPA (Children's Online Privacy and Protection Act), photographs, videos, and/or audio captured of students in activities and events, and/or student projects shall not be posted to the school district website site without parental permission. (A web publishing permission form needs to be signed by the parents).
- **Ownership and Retention** - All school district web pages are the property of the Plainville Public Schools. Web pages will be deleted when a staff member leaves the district.
- **Copyright Laws**—Anyone wishing to use the materials on the Plainville Public School website or any other website is under obligation to obtain permission from the technology department or the owner who created the materials in order to adhere to all copyright laws.

SOCIAL MEDIA POLICY FOR STAFF

The school district shall remind all staff of the need for proper decorum in the digital world. All employees are expected to conduct themselves in ways that do not distract from or disrupt the educational process. The Plainville Public Schools recognizes the proliferation and, in some instances, usefulness, of online conversation between staff and students and/or their parent/guardian. However, due to the nature of social media sites, there exists a risk, without care and planning, that the lines between one's professional life and personal life will be blurred. Staff should always be mindful of how they present themselves to the world, online and otherwise.

Professional Responsibility

All communications of any nature should be crafted with the expectation that the communication could become public. Staff must also know that any information shared privately with a recipient could be re-distributed by such recipient, without the knowledge or consent of the staff member. The same principles which apply in face-face communication should also be applied to online conversation. In essence, nothing posted online is every truly "private". The distributor of all content is responsible for the content and the appropriateness of all materials.

When staff members communicate through social networking sites, such information is not retained. The responsibility falls on the staff member to comply with public records laws when using personal email or social media accounts to communicate with students and/or parents and guardians.

Personal Responsibility

Before endeavoring to establish any social networking account, staff members should familiarize themselves with the features of any account they choose to use. For example, social networking sites may require account holders to take specific steps to "privatize" the information they place online. Staff must educate themselves to the features of any social networking site selected. Staff are responsible should any information intended to be "private" becomes "public" due to their ignorance of the features of the social network chosen or failure to properly use such features.

Staff members shall also establish a social network identity and email identify that is separate from his/her "personal" social network identity or personal email account. Also, staff shall only use an educational social network account or educational email account to communicate with students and/or parents/guardians on matters directly related to education. The "friends" associated with such educational social network account should only be members of the educational community, such as administrators, staff, students and parents of such students. It is strongly recommended that staff members reject friend request from individuals who do not fit into any of these categories.

Privacy and Confidentiality

At all times and in the use of any form of communication, staff members shall always adhere to student privacy rights and the rights of employees to have their personal and medical information kept confidential. Information that is protected by law from disclosure to third parties should not be communicated online in a way the unreasonably exposes such information to retrieval by third parties. For example, through an educational social networking account, a staff member may not post or discuss confidential student information on the “wall”, the “information” section, or through any part of the social network account that would be accessible to other staff member’s social network “friends” associated with that account. One must always keep in mind that all online postings and conversations are treated as public records.

Posting Photos and/or Videos without Permission

Staff members are not to post or tag photos, videos and/or audio files of students, staff members or school activities without the express permission of the adult individual(s) or permission of the parent of students who are shown in the pictures. Additionally, do not post photos, videos or audio files of students without parent consent.

Staff members should follow the guidelines below and exercise good judgment when presenting themselves on social networking sites including but not limited to Facebook, Twitter, Instagram, and other digital tools.

- Staff members shall not list current Plainville School students as “friends” on networking sites.
- All e-contacts with current Plainville School students should be through the Plainville School District’s computer and telephone system, except for emergency situations.
- Staff members shall not give out their personal contact information to current Plainville school students without prior approval of the Plainville School District.
- Staff members shall not engage in prejudicial or discriminatory attacks, sexual harassment or other forms of cyberbullying.
- Staff members shall not post false, defamatory, threatening, racist or disrespectful language about a person or organization. This includes, but is not limited to, the posting of inappropriate and obscene content, photographs or other such information that might result in disruption of the Plainville School District.
- Staff members should no comment on other institutions or legal matters.



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 7, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: Approval: Transfer of FY17 Funds (Vote Required)

I am recommending that \$45,000 of funds from FY2017's budget, account #9400-9-0510, tuition, collaboratives, be transferred TO the recently created Special Education Reserve Fund.



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: Approval: Revised FY2018 Educational Budget Plan (Vote Required)

I recommend that you approve the revised FY2018 Education Budget Plan as presented in the attached document.

The new budget is **\$9,015,597.00**, the same amount approved by the townspeople on June 5, 2017. In comparing this line item budget to the one previously approved two (2) changes have been made. The first is IT Classroom Hardware (2451-5-0200) which has been reduced by \$40,000.00 and the second is custodial/maintenance salaries (4100-3-0200) which has been reduced by \$20,000.00.

Enclosure

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
1000	District Leadership & Administration	340,372.98	368,903.50	367,901.26	393,345.00	407,428.00	14,083.00	0.16%
1100	School Committee	13,230.95	6,918.57	11,024.14	9,083.00	10,331.00	1,248.00	
1110-3-0200	Stipend	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	0.00	
1110-4-0200	Contracted Service	8,590.55	2,200.51	5,033.26	3,890.00	4,860.00	970.00	
1110-5-0200	Misc Supplies	117.00	182.06	208.00	156.00	234.00	78.00	
1110-6-0200	Other Expenses	2,023.40	2,036.00	3,282.88	2,537.00	2,737.00	200.00	
1200	Superintendent	225,065.30	233,683.29	249,772.82	256,524.00	268,020.00	11,496.00	
1210-1-0200	Salary/Superintendent	148,220.01	152,799.93	158,150.06	163,683.00	169,003.00	5,320.00	
1210-2-0200	Salary Clerical	60,203.82	63,196.07	65,457.60	67,721.00	69,952.00	2,231.00	
1210-4-0200	Contracted Service	8,239.90	9,711.95	17,069.95	15,070.00	18,515.00	3,445.00	
1210-5-0200	Supplies	2,427.05	2,249.91	2,501.98	2,400.00	2,400.00	0.00	
1210-6-0200	Other Expenses	5,974.52	5,725.43	6,593.23	7,650.00	8,150.00	500.00	
1400	Finance and Administrative Services	95,562.08	112,242.84	103,550.00	112,988.00	114,977.00	1,989.00	
1410-1-0200	Salary/SBA	68,460.06	72,567.04	75,470.12	78,300.00	80,845.00	2,545.00	
1410-2-0200	Salary Clerical	19,827.74	20,502.04	21,270.08	25,378.00	26,182.00	804.00	
1410-4-0200	Contracted Services/Audit	1,480.40	3,047.75	3,747.00	3,900.00	4,600.00	700.00	
1410-5-0200	Supplies	186.56	117.13	164.72	250.00	250.00	0.00	
1410-6-0200	Other Expenses	1,116.37	643.63	631.58	660.00	600.00	(60.00)	
1430-4-0200	Legal Services for School Committee	4,490.95	15,365.25	2,266.50	4,500.00	2,500.00	(2,000.00)	

Plainville Public Schools FY2018 Budget

DESCRIPTION	Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	Difference between FY17 and FY18	% Difference Between FY17 and FY18
1450							
Information Management and Technology	6,514.65	16,058.80	3,554.30	14,750.00	14,100.00	(650.00)	
1450-4-0400 Cont Serv/Technology	5,219.81	14,828.48	1,566.10	13,380.00	13,380.00	0.00	
1450-5-0400 Computer Hardware/Software	1,116.37	658.58	1,273.50	650.00	0.00	(650.00)	
1450-5-0670 Supplies-Adm Technology	178.47	571.74	714.70	720.00	720.00	0.00	
2000							
INSTRUCTION	5,553,891.13	5,663,927.05	6,056,347.81	6,482,365.00	6,519,020.00	36,655.00	0.42%
2100 Districtwide Academic Leadership	237,999.47	230,370.82	242,289.84	251,050.00	262,480.00	11,430.00	
2110-1-0200 System Administrators	90,500.02	94,570.06	98,119.90	101,800.00	105,109.00	3,309.00	
2110-1-0510 Salary/Coord SpEd	101,659.99	104,710.05	107,600.12	111,635.00	114,153.00	2,518.00	
2110-2-0510 Salary/Clerical	36,508.97	25,564.57	25,814.40	26,965.00	33,068.00	6,103.00	
2110-4-0510 Cont Serv/SpEd Prog	6,267.96	1,894.18	6,026.27	5,000.00	4,500.00	(500.00)	
2110-5-0510 Supplies - SpEd Admin	1,019.64	1,450.49	2,419.39	2,200.00	2,200.00	0.00	
2110-6-0200 Travel-System Tech Admin	1,027.91	960.04	1,066.57	1,100.00	1,100.00	0.00	
2110-6-0510 Other Expenses and SpEd PAC	1,014.98	1,221.43	1,243.19	2,350.00	2,350.00	0.00	
2200							
School Building Leadership	310,799.49	288,918.45	313,641.40	313,036.00	339,714.00	26,678.00	
2210-1-2200 Salary/Principal (J)	101,375.00	105,430.00	110,699.94	114,900.00	118,634.00	3,734.00	
2210-1-3200 Salary/Principal (W)	101,375.04	105,430.00	109,379.93	113,480.00	117,168.00	3,688.00	
2210-2-2200 Salary/Clerical (J)	54,366.99	41,099.71	42,291.47	43,966.00	49,011.00	5,045.00	
2210-2-3200 Salary/Clerical (W)	42,191.64	26,372.38	28,215.20	27,632.00	42,941.00	15,309.00	
2210-4-2200 Contracted Services (J)	342.00	0.00	248.00	250.00	250.00	0.00	
2210-4-3200 Contracted Services (W)	128.00	69.50	0.00	250.00	500.00	250.00	
2210-5-2200 Supplies (J)	935.51	881.97	13,418.89	1,600.00	1,000.00	(600.00)	
2210-5-3200 Supplies (W)	1,477.61	1,067.84	1,384.24	1,025.00	1,025.00	0.00	
2210-6-2200 Other Expenses (J)	2,185.85	1,807.74	410.10	1,069.00	1,069.00	0.00	
2210-6-2300 School Councils (J)	1,067.90	1,503.68	3,280.03	3,200.00	2,884.00	(316.00)	
2210-6-3200 Other Expenses (W)	3,039.32	4,139.32	2,620.72	3,104.00	2,978.00	(126.00)	
2210-6-3300 School Councils (W)	2,314.63	1,116.31	1,692.88	2,560.00	2,254.00	(306.00)	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2250	Building Technology	87,079.21	117,710.46	137,550.28	135,676.00	202,686.00	67,010.00	
2250-3-0200	Salaries/Compt Tech/Specialist	69,452.72	97,916.35	107,293.34	108,616.00	176,626.00	68,010.00	
2250-4-2400	Contracted Services - (J) Tech	9,354.00	10,572.85	10,952.25	10,960.00	10,960.00	0.00	
2250-4-3400	Contracted Services - (W) Tech	6,004.00	7,812.85	7,402.25	7,900.00	7,900.00	0.00	
2250-5-0400	Computer Hardware- Tech				950.00	1,650.00	700.00	
2250-5-0510	Computer Hardware- SpEd				1,050.00	1,050.00	0.00	
2250-5-0880	Computer Hardware- Food Service				4,800.00	0.00	(4,800.00)	
2250-5-2400	Computer Supplies (J)	508.34	696.77	1,577.60	700.00	700.00	0.00	
2250-5-2670	Computer Hardware (J)	733.13	0.00	4,358.58	0.00	2,600.00	2,600.00	
2250-5-3400	Computer Supplies (W)	300.10	711.64	1,607.68	700.00	700.00	0.00	
2250-5-3670	Computer Hardware (W)	726.92	0.00	4,358.58	0.00	500.00	500.00	
2300	Instruction - Teaching Services	4,483,441.16	4,549,906.53	4,738,127.07	5,107,144.00	5,185,170.00	78,026.00	
2300	TEACHING	3,376,179.32	3,498,648.14	3,561,376.73	3,650,602.00	3,704,997.00	54,395.00	
2305-1-0120	Salaries/Kdgr Teachers	384,960.34	305,717.52	319,554.27	382,919.00	382,919.00	0.00	
2305-1-2200	Salaries/Reg Ed Teachers (J)	1,239,628.17	1,250,263.77	1,261,153.82	1,271,032.00	1,271,032.00	0.00	
2305-1-3200	Salaries/Reg Ed Teachers (W)	1,172,556.30	1,243,656.52	1,276,617.55	1,287,119.00	1,287,119.00	0.00	
2310-1-2200	Salaries/Reading Specialist (J)	73,821.02	76,026.06	64,731.94	69,096.00	69,096.00	0.00	
2310-1-2510	Salaries/SpEd Teachers (J)	197,806.96	221,491.86	199,584.06	209,130.00	262,902.00	53,772.00	
2310-1-3510	Salaries/SpEd Teachers (W)	242,342.88	348,667.14	345,261.82	333,781.00	333,781.00	0.00	
2310-1-4510	Salaries/PreSchool Teacher	41,561.86	28,339.27	69,497.32	72,164.00	72,164.00	0.00	
2310-1-5510	Salaries/Summer School Teachers	23,501.79	24,486.00	24,975.95	25,361.00	25,984.00	623.00	
2315	Instruction Co-ordinators	130,083.19	140,067.72	205,820.90	216,659.00	216,659.00	0.00	
2315-1-2000	Salaries/Instructional Co-ordinator(J)	65,041.61	70,033.95	134,805.43	108,330.00	145,709.00	37,379.00	
2315-1-3000	Salaries/Instructional Co-ordinator(W)	65,041.58	70,033.77	71,015.47	108,329.00	70,950.00	(37,379.00)	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2320	Medical/Therapeutic Services	297,599.72	315,467.56	324,778.78	356,968.00	398,412.00	41,444.00	
2320-1-2510	Salaries/OT, Speech, PT (J)	121,075.60	127,785.79	130,369.52	130,265.00	130,265.00	0.00	
2320-1-3510	Salaries/OT, Speech, PT (W)	44,247.52	43,273.61	46,785.38	56,538.00	110,310.00	53,772.00	
2320-3-2510	Salaries/Assists S/L/COTA/ABA (J)	123,404.37	135,575.83	138,604.96	158,749.00	146,249.00	(12,500.00)	
2320-3-3510	Salaries/Assists S/L/COTA/ABA (W)	2,763.81	2,805.39	2,861.04	2,919.00	2,919.00	0.00	
2320-3-5510	Salaries/Summer SPED Assist	5,063.97	4,710.21	3,928.76	6,053.00	6,175.00	122.00	
2320-4-5510	Cont Serv/ SpEd Assistants Summer	1,044.45	1,316.73	2,229.12	2,444.00	2,494.00	50.00	
2325	Salaries - Substitutes	38,248.10	65,948.01	49,707.50	66,155.00	66,155.00	0.00	
2325-3-0120	Salaries - Substitutes - Kdg	2,910.00	3,730.00	5,697.50	2,975.00	2,975.00	0.00	
2325-3-0200	Salaries - Substitutes - Reg Ed	25,748.10	51,238.01	32,297.50	48,600.00	48,600.00	0.00	
2325-3-0510	Salaries - Substitutes - SpEd	9,590.00	10,980.00	11,712.50	14,580.00	14,580.00	0.00	
2330	Salaries-Support Staff, Misc	472,906.35	376,424.62	403,864.87	533,140.00	511,208.00	(21,932.00)	
2330-3-0120	Salaries/Instructional Paras (K)	64,694.37	38,545.70	38,596.39	103,741.00	103,741.00	0.00	
2330-3-0121	Salaries/Sub Instructional Paras (K)	5,442.50	2,947.50	1,885.00	2,850.00	2,850.00	0.00	
2330-3-0400	Salaries/Media Para	20,623.14	21,208.67	21,445.21	22,229.00	22,229.00	0.00	
2330-3-2000	Salaries/Tutor (J)	60,177.63	56,928.04	43,286.73	38,857.00	38,857.00	0.00	
2330-3-2200	Lunch Supervisors/Helpers (J)	22,615.01	22,874.50	23,626.25	25,380.00	25,920.00	540.00	
2330-3-2510	Salaries/SpEd Paras (J)	97,973.87	73,859.33	80,737.52	88,599.00	107,845.00	19,246.00	
2330-3-2511	Salaries/Sub SpEd Paras (J)	8,742.50	11,505.00	6,745.00	5,775.00	5,775.00	0.00	
2330-3-3000	Salaries/Tutor (W)	26,938.77	9,019.46	28,474.32	38,920.00	38,920.00	0.00	
2330-3-3200	Lunch Supervisors/Helpers (W)	11,691.25	11,575.50	11,893.42	12,690.00	12,960.00	270.00	
2330-3-3510	Salaries/SpEd Paras (W)	75,826.97	39,931.15	49,498.22	68,819.00	73,223.00	4,404.00	
2330-3-3511	Salaries/Sub SpEd Paras(W)	2,957.50	3,202.50	1,875.00	2,475.00	2,475.00	0.00	
2330-3-5510	Salaries/Summer School Paras	8,086.26	8,928.00	9,701.25	9,703.00	11,498.00	1,795.00	
2330-4-0130	Cont Serv/ Enrichment	1,633.60	6,921.18	8,254.64	7,000.00	7,000.00	0.00	
2330-4-0510	Cont Serv / SpEd	63,932.69	65,128.15	74,049.73	100,507.00	52,770.00	(47,737.00)	
2330-4-0710	Cont Serv / Tutor	0.00	341.44	1,637.56	2,000.00	2,000.00	0.00	
2330-4-5510	Cont Serv / Summer School	1,570.29	3,508.50	2,158.63	3,595.00	3,145.00	(450.00)	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2340	Librarians & Media Directors	77,366.90	79,158.82	80,455.96	135,819.00	135,819.00	0.00	
2340-1-0200	Media Specialist	77,366.90	79,158.82	80,455.96	135,819.00	135,819.00	0.00	
2350	PROF DEVELOP	91,057.58	74,191.66	112,122.33	147,801.00	151,920.00	4,119.00	
2355-3-0120	Subs/Prof Conferences-Kdg	290.00	355.00	0.00	2,700.00	1,800.00	(900.00)	
2355-3-0200	Subs/Prof Conferences-Reg Ed	4,645.00	2,610.00	10,575.00	14,400.00	16,200.00	1,800.00	
2355-3-0510	Subs/Prof Conferences-SPED	1,125.00	335.00	1,311.50	3,150.00	2,700.00	(450.00)	
2357-6-0202	Professional Dues - Admin	3,071.00	3,066.00	3,198.00	4,872.00	5,031.00	159.00	
2357-6-0203	Conf Reg/Prof Dev-Admin	17,986.84	14,493.84	26,113.49	32,675.00	32,675.00	0.00	
2357-6-0340	Inservice/Professional Dev	34,810.42	27,995.66	41,528.88	45,170.00	44,750.00	(420.00)	
2357-6-0403	Conf Reg - Technology	1,310.00	1,695.00	2,235.00	4,400.00	4,400.00	0.00	
2357-6-0410	Prof Dues/Subscriptions	7,149.00	4,095.99	3,990.00	6,750.00	6,750.00	0.00	
2357-6-0423	Conf Reg - Teachers	7,088.75	5,504.34	5,943.01	9,500.00	11,500.00	2,000.00	
2357-6-0460	Course Reimbursement	8,643.00	11,774.51	10,245.00	16,000.00	16,480.00	480.00	
2357-6-0510	Inservice - SPED	0.00	0.00	191.67	1,000.00	1,000.00	0.00	
2357-6-0512	Professional Dues - SPED	425.00	275.00	275.00	434.00	434.00	0.00	
2357-6-0513	Conf Reg - SPED	1,993.19	973.89	2,785.52	3,500.00	4,950.00	1,450.00	
2357-6-0600	Professional Library	2,520.38	1,017.43	3,730.26	3,250.00	3,250.00	0.00	

Plainville Public Schools FY2018 Budget

	DESCRIPTION	Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	Difference between FY17 and FY18	% Difference Between FY17 and FY18
2400	Instructional Materials and Equipment	284,767.52	315,310.61	442,484.91	488,321.00	346,338.00	(146,489.00)	
2400	TEXTBOOKS/INSTR Materials	21,516.93	19,677.15	19,506.40	18,816.00	26,627.00	7,811.00	
2410-5-2030	Textbks/Materials-Lang Arts (J)	7,181.98	689.82	2,267.70	2,200.00	3,200.00	1,000.00	
2410-5-2040	Textbks/Materials-Math (J)	4,960.57	4,000.23	4,176.93	2,000.00	3,780.00	1,780.00	
2410-5-2070	Textbks/Materials-Reading (J)	674.73	2,498.04	2,374.12	3,000.00	3,000.00	0.00	
2410-5-2080	Textbks/Materials-Science (J)	0.00	956.48	1,678.60	4,000.00	3,000.00	(1,000.00)	
2410-5-2090	Textbks/Materials-Social Studies (J)	0.00	0.00	1,678.60	200.00	400.00	200.00	
2410-5-3030	Textbks/Materials-Lang Arts (W)	1,870.22	2,594.60	2,174.34	1,143.00	3,189.00	2,046.00	
2410-5-3040	Textbks/Materials-Math (W)	2,509.76	3,646.06	364.05	595.00	2,447.00	1,852.00	
2410-5-3070	Textbks/Materials-Reading (W)	864.77	1,400.00	1,816.63	700.00	2,450.00	1,750.00	
2410-5-3080	Textbks/Materials-Science (W)	1,499.25	0.00	0.00	500.00	385.00	(115.00)	
2410-5-3090	Textbks/Materials-Social Studies (W)	451.45	2,793.20	1,588.95	2,058.00	2,073.00	15.00	
2410-5-3110	Textbks/Materials- Health (W)	1,504.20	1,098.72	1,386.48	2,420.00	2,703.00	283.00	
2415	Other Instructional Materials (LIBRARY)	13,972.66	15,486.53	23,285.15	20,050.00	20,575.00	525.00	
2415-4-2620	Cont Serv-AV Repair (J)	0.00	0.00	0.00	500.00	500.00	0.00	
2415-4-3620	Cont Serv-AV Repair (W)	0.00	195.00	560.00	500.00	500.00	0.00	
2415-5-2620	Library Supplies Miscellaneous (J)	4,714.83	5,214.02	11,843.79	6,900.00	7,425.00	525.00	
2415-5-2621	Library Periodicals (J)	453.50	261.65	261.65	275.00	275.00	0.00	
2415-5-2622	Library Instructional Materials (J)	0.00	0.00	129.95	200.00	200.00	0.00	
2415-5-2623	Library Books (J)	2,440.98	3,535.47	3,553.45	3,600.00	3,600.00	0.00	
2415-5-3620	Library Supplies Miscellaneous (W)	2,534.54	2,333.69	2,706.05	3,750.00	3,750.00	0.00	
2415-5-3621	Library Periodicals (W)	473.40	321.57	390.62	425.00	425.00	0.00	
2415-5-3622	Library Instructional Materials (W)	0.00	0.00	191.49	300.00	300.00	0.00	
2415-5-3623	Library Books (W)	3,355.41	3,625.13	3,648.15	3,600.00	3,600.00	0.00	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2420	Instructional Equipment	38,395.68	28,418.03	32,355.19	34,184.00	33,090.00	(1,094.00)	
2420-4-0510	Cont Serv/Sped Equip	195.00	690.00	341.00	856.00	1,273.00	417.00	
2420-4-2200	Cont Serv/Copy Machine (J)	13,051.30	12,467.15	10,464.43	11,180.00	11,180.00	0.00	
2420-4-2620	Cont Serv/Instr Equip Repair (J)	0.00	0.00	0.00	750.00	750.00	0.00	
2420-4-3200	Cont Serv/Copy Machine (W)	13,938.86	13,610.27	14,055.79	14,348.00	11,837.00	(2,511.00)	
2420-4-3620	Cont Serv/Instr Equip Repair (W)	0.00	0.00	416.44	750.00	750.00	0.00	
2420-5-0120	Instr Equip - Kdg	1,497.50	0.00	0.00	1,000.00	1,000.00	0.00	
2420-5-0510	Instr Equip - SPED	2,524.57	259.00	324.90	2,300.00	2,300.00	0.00	
2420-5-2060	Instr Equip - (J)	6,138.32	431.61	2,816.84	1,500.00	1,500.00	0.00	
2420-5-3060	Instr Equip - (W)	1,050.13	960.00	3,935.79	1,500.00	2,500.00	1,000.00	
2430	General Supplies	49,989.59	42,047.57	62,147.86	66,060.00	67,770.00	1,710.00	
2430-5-0120	Supplies - Kindergarten	2,359.17	913.04	899.90	1,575.00	2,500.00	925.00	
2430-5-0130	Supplies - Enrichment	1,211.68	749.29	1,145.81	1,650.00	1,650.00	0.00	
2430-5-0510	Supplies - SpEd	3,277.74	1,063.88	501.04	3,500.00	5,690.00	2,190.00	
2430-5-2010	Supplies - General (J)	13,662.60	11,922.49	25,009.32	14,617.00	17,525.00	2,908.00	
2430-5-2020	Supplies - Art (J)	2,021.32	1,831.85	2,035.39	1,688.00	1,995.00	307.00	
2430-5-2030	Supplies - Language Arts (J)	2,112.50	1,344.64	1,430.72	4,740.00	3,000.00	(1,740.00)	
2430-5-2040	Supplies - Math (J)	486.10	2,161.76	4,312.65	2,500.00	500.00	(2,000.00)	
2430-5-2050	Supplies - Music (J)	1,214.96	1,569.64	2,053.35	1,625.00	1,675.00	50.00	
2430-5-2060	Supplies - PE (J)	523.14	747.53	745.86	500.00	700.00	200.00	
2430-5-2070	Supplies - Reading (J)	3,708.74	4,057.53	0.00	4,975.00	3,975.00	(1,000.00)	
2430-5-2080	Supplies - Science (J)	164.76	141.96	71.75	500.00	500.00	0.00	
2430-5-2090	Supplies - Social Studies (J)	110.00	110.00	110.00	280.00	280.00	0.00	
2430-5-2100	Supplies - Handwriting (J)	1,285.80	2,121.05	1,224.46	300.00	1,460.00	1,160.00	
2430-5-2110	Supplies - Health (J)	213.00	0.00	0.00	0.00	0.00	0.00	
2430-5-2150	Supplies - Reading Teacher (J)	365.00	0.00	0.00	500.00	500.00	0.00	
2430-5-2160	Supplies - World Language (J)	69.31	503.60	122.46	450.00	450.00	0.00	
2430-5-3010	Supplies - General (W)	8,900.78	7,216.12	10,637.51	11,557.00	13,525.00	1,968.00	
2430-5-3020	Supplies - Art (W)	1,454.17	1,420.48	1,118.23	1,500.00	1,500.00	0.00	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2430-5-3030	Supplies - Language Arts (W)	1,204.93	1,010.86	2,338.15	990.00	1,155.00	165.00	
2430-5-3040	Supplies - Math (W)	1,355.77	445.02	4,155.93	825.00	2,389.00	1,564.00	
2430-5-3050	Supplies - Music (W)	478.18	644.04	376.88	500.00	500.00	0.00	
2430-5-3060	Supplies - PE (W)	698.12	149.00	698.63	700.00	700.00	0.00	
2430-5-3070	Supplies - Reading (W)	366.24	365.21	242.00	300.00	300.00	0.00	
2430-5-3080	Supplies - Science (W)	2,125.80	17.98	189.95	8,500.00	3,500.00	(5,000.00)	
2430-5-3090	Supplies - Social Studies (W)	0.00	0.00	1,064.25	488.00	501.00	13.00	
2430-5-3160	Supplies - World Language (W)	552.60	498.41	513.90	300.00	300.00	0.00	
2430-5-4510	Supplies - PreSch	67.18	1,042.19	1,149.72	1,000.00	1,000.00	0.00	
2440	Other Instructional Services	7,283.81	6,255.80	8,065.00	7,250.00	7,250.00	0.00	
2440-4-2140	Cont Serv / Field Trips (J)	3,984.00	3,746.50	4,715.00	4,000.00	4,000.00	0.00	
2440-4-3140	Cont Serv / Field Trips (W)	3,000.00	2,392.00	3,350.00	3,000.00	3,000.00	0.00	
2440-6-2510	Travel/ABA	299.81	117.30	0.00	250.00	250.00	0.00	
2450	INSTRUCTIONAL TECHNOLOGY	153,608.85	203,425.53	297,125.31	341,961.00	191,026.00	(150,935.00)	
2451-4-0200	IT Classroom - Hardware Cont Serv	9,209.25	9,200.00	17,137.90	16,500.00	16,500.00	0.00	
2451-4-0510	IT Cont. Serv - SPED	2,164.00	684.00	1,630.00	3,200.00	3,200.00	0.00	
2451-5-0200	IT Classroom - Hardware	78,011.65	110,023.71	178,014.36	226,280.00	71,080.00	(155,200.00)	
2451-5-0400	IT Classroom - Supplies & Materials	14,210.37	10,841.09	16,601.52	10,000.00	5,000.00	(5,000.00)	
2453-4-0200	IT Media - Contracted Services	5,989.00	6,078.00	6,200.00	6,386.00	6,476.00	90.00	
2453-5-0400	IT Media - Supplies	0.00	0.00	0.00	400.00	400.00	0.00	
2453-5-0510	IT Hardware- SPED	977.00	20.80	2,658.00	2,000.00	2,000.00	0.00	
2455-4-0200	IT Instructional Software - Cont. Serv	34,383.22	55,161.31	62,893.25	61,580.00	70,755.00	9,175.00	
2455-5-0400	IT Instructional Software - Supplies	8,164.36	9,006.67	11,388.00	13,015.00	13,015.00	0.00	
2455-5-0510	IT Software - SPED	500.00	2,409.95	602.28	2,600.00	2,600.00	0.00	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
2700	GUIDANCE	12,472.92	17,141.34	30,397.10	28,980.00	24,474.00	(4,506.00)	
2720-4-2200	Cont Serv/RegEd Test (J)	4,925.12	6,438.90	10,354.75	10,357.00	9,619.00	(738.00)	
2720-4-3200	Cont Serv/RegEd Test (W)	5,077.00	10,449.99	9,161.50	13,713.00	9,820.00	(3,893.00)	
2720-5-0120	Testing Supplies / Kdg / Pre-S	914.15	252.45	3,892.66	1,200.00	2,125.00	925.00	
2720-5-0510	Testing Supplies / SpEd	1,566.65	0.00	2,420.49	2,500.00	2,510.00	10.00	
2720-5-2200	Testing Supplies / Reg Ed (J)	0.00	0.00	3,242.75	250.00	250.00	0.00	
2720-5-3200	Testing Supplies / Reg Ed (W)	0.00	0.00	1,324.95	960.00	150.00	(810.00)	
2800	PSYCHOLOGICAL SERVICES	137,331.36	144,568.84	151,857.21	158,158.00	158,158.00	0.00	
2800-1-2510	Salary - Sch Psych (J)	76,825.06	80,667.14	83,445.98	84,720.00	84,720.00	0.00	
2800-1-3510	Salary - Sch Psych (W)	56,425.98	59,952.57	63,789.96	68,138.00	68,138.00	0.00	
2800-4-0510	Cont Serv / SpEd Eval	3,019.40	2,760.00	3,727.50	4,500.00	4,500.00	0.00	
2800-5-0510	Supplies	1,060.92	1,189.13	893.77	800.00	800.00	0.00	
3000	SCHOOL SERV	670,803.48	761,764.31	716,691.50	768,503.00	765,217.00	(3,286.00)	-0.04%
3100	STUDENT SERVICES	3,138.92	4,290.90	880.00	3,900.00	3,900.00	0.00	
3100-4-0200	Cont Serv - (Including Census)	3,018.92	4,140.00	880.00	3,400.00	3,400.00	0.00	
3100-5-0200	Supplies - (Including MegaSkills)	120.00	150.90	0.00	500.00	500.00	0.00	
3200	HEALTH SERVICES	131,466.05	152,396.49	142,515.70	147,346.00	147,461.00	115.00	
3200-1-2200(J)	Salaries Nurse (J)	58,555.28	71,061.33	56,179.56	60,276.00	60,276.00	0.00	
3200-1-3200 (W)	Salaries-Nurse (W)	70,292.04	78,643.56	82,582.08	84,370.00	84,370.00	0.00	
3200-4-0200	Cont Serv / School Doctor	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	0.00	
3200-5-0200	Supplies	1,518.73	1,591.60	2,654.06	1,600.00	1,715.00	115.00	

Plainville Public Schools FY2018 Budget

	DESCRIPTION	Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	Difference between FY17 and FY18	% Difference Between FY17 and FY18
3300	TRANSPORTATION	514,864.05	583,120.01	545,202.83	585,292.00	586,785.00	1,493.00	
3300-4-0200	Cont Serv - Reg Ed Trans	359,700.68	379,423.26	355,746.72	399,220.00	383,000.00	(16,220.00)	
3300-4-0510	Cont Serv - SpEd Transp	155,163.37	203,696.75	189,456.11	186,072.00	203,785.00	17,713.00	
3400	Food Service			713.06	2,500.00	2,500.00	0.00	
3400-6-0200	Food Service-Bad Debt			713.06	2,500.00	2,500.00	0.00	
3600	School Security	21,334.46	21,956.91	27,379.91	29,465.00	24,571.00	(4,894.00)	
3600-2-0200	Security Coordinator	3,810.60	4,100.45	4,253.86	4,414.00	4,553.00	139.00	
3600-3-2300	Security Assistant (J)	9,288.50	8,575.29	9,677.70	8,800.00	10,283.00	1,483.00	
3600-3-3300	Security Assistant (W)	8,222.84	9,161.01	10,114.79	15,451.00	8,935.00	(6,516.00)	
3600-5-0200	Security-Supplies	12.52	120.16	3,333.56	800.00	800.00	0.00	
4000	OPER & MAINT	674,066.01	675,798.51	697,054.53	769,450.00	741,557.00	(27,893.00)	-0.32%
4100	CUSTODIAL SERVICES	350,666.21	359,191.35	328,369.38	364,047.00	396,655.00	32,608.00	
4110-2-0200	Salaries - Clerical	3,810.64	4,100.46	4,253.87	4,414.00	4,553.00	139.00	
4110-3-0200	Salaries - Cust/Maint	328,130.73	335,927.88	301,187.58	339,009.00	368,138.00	29,129.00	
4110-3-0800	Salaries - Overtime	5,519.89	3,427.29	9,698.18	4,500.00	4,500.00	0.00	
4110-3-0810	Salaries - Summer Help	6,720.00	6,804.00	6,249.00	7,680.00	11,520.00	3,840.00	
4110-3-0820	Salaries - Substitutes	3,108.00	5,040.00	3,757.50	3,744.00	3,744.00	0.00	
4110-3-0830	Clothing Allowance	3,376.95	3,891.72	3,223.25	4,700.00	4,200.00	(500.00)	
4110-5-0200	Custodial Supplies	14,411.57	7,361.75	15,673.45	15,000.00	15,000.00	0.00	
4120	HEAT	101,794.94	91,985.31	66,451.07	87,200.00	69,600.00	(17,600.00)	
4120-4-0860	Utility - Gas	101,794.94	91,985.31	66,451.07	87,200.00	69,600.00	(17,600.00)	

Plainville Public Schools FY2018 Budget

DESCRIPTION		Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
4130	UTILITY SERVICES	135,812.84	145,043.14	154,100.30	144,882.00	156,981.00	12,099.00	
4130-4-0840	Utility - Water	1,201.76	1,297.59	1,297.59	1,888.00	1,888.00	0.00	
4130-4-0850	Utility - Telephone	8,852.92	6,302.11	7,525.45	8,963.00	8,963.00	0.00	
4130-4-0870	Utility - Electricity	125,758.16	137,443.44	145,277.26	134,031.00	146,130.00	12,099.00	
4220	MAINT OF BLDGS	18,099.21	12,944.06	38,336.15	22,100.00	17,100.00	(5,000.00)	
4220-5-0200	Maintenance - Supplies	18,099.21	12,944.06	38,336.15	22,100.00	17,100.00	(5,000.00)	
4225	Building Security System	1,212.50	1,230.44	872.00	975.00	975.00	0.00	
4225-4-0200	Maintenance of Alarms	1,212.50	1,230.44	872.00	975.00	975.00	0.00	
4230	MAINT OF EQUIP	35,643.79	37,697.35	54,518.68	88,466.00	38,466.00	(50,000.00)	
4230-4-0200	Equipment - Cont Serv	33,234.02	35,930.94	47,073.15	85,716.00	35,716.00	(50,000.00)	
4230-5-0200	Equipment - Maintenance	1,340.77	688.91	6,478.60	1,500.00	1,500.00	0.00	
4230-6-0200	Maintenance - Other Exp	1,069.00	1,077.50	966.93	1,250.00	1,250.00	0.00	
4300	EXTRA MAINT	2,000.00	1,905.67	2,000.00	3,000.00	3,000.00	0.00	
4300-4-0200	Extraordinary Maintenance	2,000.00	1,905.67	2,000.00	3,000.00	3,000.00	0.00	
4400	NETWORKING/TELECOMMS	14,424.95	18,439.44	36,733.50	43,780.00	43,780.00	0.00	
4400-4-0400	Communication Services	14,424.95	18,439.44	36,733.50	43,780.00	43,780.00	0.00	

Plainville Public Schools FY2018 Budget

	DESCRIPTION	Expended Budget FY2014	Expended Budget FY2015	Expended Budget FY2016	Budget FY2017	Budget FY2018	\$ Difference between FY17 and FY18	% Difference Between FY17 and FY18
9000	PROG - Other Dists	376,737.24	435,851.02	607,039.70	401,213.00	350,638.00	(50,575.00)	-0.57%
9100	Tuitions - MA Public	0.00	0.00	0.00	25,000.00	25,000.00	0.00	
9100-9-0510	Tuitions - MA Public Schools	0.00	0.00	0.00	25,000.00	25,000.00	0.00	
9300	Tuitions - Non-Public	187,706.84	119,823.97	260,448.70	109,092.00	104,141.00	(4,951.00)	
9300-9-0510	Tuitions - Non-Public Schools	187,706.84	119,823.97	260,448.70	109,092.00	104,141.00	(4,951.00)	
9400	Payments - Collab	189,030.40	316,027.05	346,591.00	267,121.00	221,497.00	(45,624.00)	
9400-9-0510	Tuitions	189,030.40	316,027.05	346,591.00	267,121.00	221,497.00	(45,624.00)	
	Salary Adjustments - pending negotiation finalization					231,737.00	231,737.00	
	TOTAL	7,615,870.84	7,906,244.39	8,445,034.80	8,814,876.00	9,015,597.00	200,721.00	2.28%
	Town Approved Budget	7,619,996.00	7,908,340.00	8,446,096.00				
	Difference	4,125.16	2,095.61	1,061.20				



PLAINVILLE PUBLIC SCHOOLS


68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee

From:  David P. Raiche
Superintendent of Schools

Re: Creation of Positions: School Adjustment Counselor,
5 Preschool Teacher, .5 Preschool Instructional Paraprofessional,
Therapeutic Learning Center Teacher, Therapeutic Learning Center
Instructional Paraprofessional, .2 Nurse, (Vote Required)

I recommend that you approve the creation of the following positions, effective at the beginning of the 2017-18 school year:

1. School Adjustment Counselor
 2. 0.5 FTE Preschool Teacher
 3. 0.5 FTE Pre-School Instructional Paraprofessional
 4. Therapeutic Learning Center Teacher
 5. Therapeutic Learning Center Instructional Paraprofessional
 6. 0.2 FTE Nurse*
- This position is being established as a contracted service position.



PLAINVILLE PUBLIC SCHOOLS


68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: June 8, 2017

To: School Committee

From:  David P. Raiche
Superintendent of Schools

Re: Approval: Use of Procurement Card (Vote Required)

I recommend approval of the application and use of a district procurement card in accordance with the stipulations contained in the attached document.

Attachment



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

Caron B. Ketchum
School Business Administrator

Telephone: (508) 699-1323
Fax: (508) 699-1302
Email: cketchum@plainville.k12.ma.us

MEMORANDUM

To: Plainville School Committee

From: Caron Ketchum
School Business Administrator

Date: June 7, 2017

Re: Approval for use of Procurement Cards (Vote Required)

The use of procurement cards will expedite District purchasing and payables for isolated one-time purchases. Issuance of a procurement card under the name of the Plainville Public Schools is a privilege and every reasonable effort will be made to ensure cards are used responsibly and in a manner consistent with District policies, guidelines and applicable laws and regulations of the Commonwealth of Massachusetts.

Procurement cards will be issued to the Superintendent and Business Office for use by Plainville Public Schools administration. The Superintendent of Schools will retain authorization as to the type of items that can be purchased on the card and the maximum single transaction limit. Procurement cards may be used for travel, lodging and conference or seminar registrations with permission of the Superintendent of Schools. Procurement cards can also be used for one time emergency purchases authorized by the Superintendent via signed memo, email or purchase order.

The School Business Administrator and the Town Accountant will establish and issue guidelines for procurement card users. The procurement cards will be stored in a secure place and the account number will be protected. A card number may be used in a secure internet transaction but will never be written out and transmitted via email. If a procurement card is lost or stolen, the School Business Administrator will notify the bank, local police department and Town Accountant. Replacement of a lost or stolen card will be at the determination of the Superintendent of Schools.

Failure to adhere to procurement card policy and guidelines will result in revocation of card use. An individual who is found to be in abuse of procurement card usage will be subject to disciplinary action up to and including termination from employment along with potentially criminal charges being filed against them. In addition the district will seek restitution for any inappropriate charges made to a procurement card.

The School Business Administrator and Town Accountant will establish procedures to be followed regarding reconciliation processes. All relevant records are to be included with each statement and retained with applicable warrant records. The School Business Administrator is responsible for ensuring that documentation is available for review and audit.

Please take a vote of approval to allow the use of Procurement Cards in the Plainville Public Schools.

PLAINVILLE PUBLIC SCHOOLS			ENROLLMENT 2016 2017					
		Boys	Girls	Total	Class Average			
Barboza (AM/PM)		12	10	22				
Skazinski (AM)		18	18	36				
*TOTAL INT PRE -K		30	28	58		4		
J. Kubinski		12	7	19				
L. Leger		11	7	18				
A. Naggar		10	8	18				
L. Siddall		12	7	19				
C. Teague		8	8	16				
TOTAL-K		53	37	90	18.0	0		
1 Foley		7	9	16				
1 Miller		11	6	17				
1 Moore		10	10	20				
1 Ryan		9	8	17				
1 Travers		7	7	14				
TOTAL-1		44	40	84	16.8	-2		
2 Baker		10	8	18				
2 Eighmy		6	8	14				
2 Lomp		10	8	18				
2 Mazzeo		9	8	17				
2 Morris		8	7	15				
TOTAL-2		43	39	82	16.4	0		
3 Campbell		11	11	22				
3 Fregeau		11	9	20				
3 Moses		9	11	20				
3 Schoonmaker		10	10	20				
3 Surgenor		10	10	20				
TOTAL-3		51	51	102	20.4	0		
4 Almeida		12	8	20				
4 Maher		9	10	19				
4 Nunez		10	10	20				
4 Peter		8	8	16				
4 Vine		11	9	20				
TOTAL-4		50	45	95	19.0	0		
5 Flynn		11	10	21				
5 Hoyle		9	11	20				
5 Jagannath		11	11	22				
5 Skrabec		8	13	21				
5 Stoffel		9	12	21				
TOTAL-5		48	57	105	21.0	-1		
6 Clayman		12	7	19				
6 Driscoll		11	10	21				
6 Espenhain		12	7	19				
6 Molloy		12	10	22				
6 Robinson		8	8	16				
TOTAL-6		55	42	97	19.4	0		
AWJ INT PRE-K		30	28	58				
TOTAL JACKSON (K-3)		191	167	358				
TOTAL WOOD (4-6)		153	144	297				
TOTAL K-GRADE 6		344	311	655	18.7			
TOTAL SYSTEM		374	339	713		1		

June 1, 2017