

PLAINVILLE SCHOOL COMMITTEE MEETING  
Minutes of April 25, 2017  
Regular Session

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CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 4:37 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Iqbal, Charlene McEntee and Superintendent Raiche. The meeting was audio and video recorded.

NEW BUSINESS

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

The Committee continued their discussion on chapters 9-12 from the book, *The Art of School Boarding*. Some of their comments:

- Mrs. McEntee: The reading reiterates what she has learned from the past nineteen years—building relationships and trust is key. The Committee needs to improve in three areas: overseeing policy, legislative decision communication and fiduciary practice communication.
- Mrs. Caprarella: From the readings, she would add transparency as a key component to the success of being a school committee member—helps to build trust and thinks people would then feel comfortable sharing concerns
- Mrs. Abrams: How well does the Committee do at building trust, relationships and transparency with staff and the community? With many new families she feels adding pictures and a short biography of each committee member to the website will help in being recognized as a school committee member. In addition the Communications Subcommittee will be investigating ideas to assist the Committee in marketing themselves.
- Mr. Iqbal: He feels the Committee does well with relationships and transparency is fair. If the Committee makes themselves available for community members to meet with them, it should be at an event associated with the schools.
- Mrs. Clarke: There is always room for improvement; it is best to keep putting ourselves out there and let the community know committee members are available to hear concerns, etc.
- Mr. Raiche: Relationships are important and do impact the students of the district; the book was a good reminder of the basic tenets of effective school committee work.

Overall, the Committee will continue to reach out to parents/staff/community, and they will continue to think through long-term goals in the future. They enjoyed reading this book and discussing ways to improve as school committee members.

*b. Policy Review: Policies BHC, BHD, BHE, BIA, BIBA, BID, and BJBK*

The Committee reviewed the aforementioned policies.

- BHC, School Committee-Staff Communications – no changes

- BHD, Communication Goal – no changes (However, it was noted that a sign shall be placed at the door of the location of a school committee meeting, informing that an open session meeting is taking place.)
- BHE, Use of Electronic Messaging by School Committee Members – changes recommended and will bring forward to the next school committee meeting
- BIA, New School Committee Member Orientation – changes recommended and will bring forward to the next school committee meeting
- BIBA, School Committee Conferences, Conventions, and workshops – changes recommended and will bring forward to the next school committee meeting
- BID, School Committee Member Compensation and Expenses – no changes
- BJ, School Committee Legislative Program – no changes
- BK, School Committee Memberships – no changes

Superintendent Raiche asked that the Committee implement a policy for staff concerning solicitation for such programs as go fund me or other programs where fundraising is involved and where a classroom receives donations. Any donations received become property of the district. The Committee agreed, and he will bring forward a draft policy at the next school committee meeting.

*c. School Committee Goals Review*

The Committee reviewed their goals and discussed the action steps taken to complete their goals. Goal #1, *To improve community engagement, the school committee will participate in activities both within and outside of the school building to develop transparency and understanding of school and community needs.*

For Goal #2, *To educate the community and legislators, the school committee will improve its knowledge base on local, state and federal issues that would impact policy within the schools.*

**At 5:40 p.m. a MOTION by Linn Caprarella seconded by Maggie Clarke to take a 5-minute recess. So voted.**

**The meeting reconvened at 5:45 p.m.**

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

## APPROVAL OF MINUTES

**MOTION by Javed Ikbal, seconded by Maggie Clarke to approve the April 11, 2017 regular session minutes. So voted.**

**MOTION by Javed Ikbal, seconded by Linn Caprarella to approve and hold the April 11, 2017 executive session minutes. So voted.**

## SHOWCASE

None.

## COMMENTS BY CITIZENS AND FACULTY

Robin Roberts-Pratt, principal of the Beatrice H. Wood School, informed the Committee that a letter from Brother Daniel Skala at Xaverian Brothers High School was received by Hilary Robinson, grade 6 teacher. The letter informed Mrs. Robinson that a former student nominated Mrs. Robinson as a special teacher who made a positive impact on his life. A breakfast honoring Mrs. Robinson and other special teachers will be held at Xaverian High School on May 26<sup>th</sup>.

## COMMUNICATIONS AND AUDIENCES

None.

## COMMENDATIONS

None.

## ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

### a. King Philip School Committee-Mrs. McEntee

Mrs. McEntee reported that the King Philip School Committee met last evening but she was unable to attend as she attended the joint finance committee in Plainville between the Board of Selectman and Finance Committee. However at the King Philip School Committee meeting the Committee primarily discussed health insurance negotiations with the unions.

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

Mrs. Caprarella said the Committee met yesterday, April 24, 2017 with the Plainville Education Association-ESPs and will meet in executive session at tonight's meeting.

### a. Budget Subcommittee-Mrs. McEntee, Mrs. Abrams

Mrs. Abrams, Mrs. McEntee, Mr. Raiche and Mrs. Ketchum attended the joint meeting between the Board of Selectman and Finance Committee last evening. Primary discussion centered on the King Philip FY18 budget and the amount to be appropriated. The Finance Committee has asked the Plainville district to reduce their FY18 budget to 2% above last year's instead of the 2.9% that was sought. This is so they can appropriate a 4.5% increase to King Philip's proposed budget. Discussion about the impact on Plainville's budget.

### b. Communications Subcommittee-Mrs. Abrams, Mr. Ikbal

The communications subcommittee will meet on May 23, 2017 at 5:00 PM to discuss marketing of the Committee.

c. Town Building Committee-Mrs. Clarke

Mrs. Clarke presented a PowerPoint on the status of the town's two proposed buildings—a new town hall and a safety building. The total cost is expected to be \$34,180,000.00. It is anticipated that funds to pay for the project will come from the town's Gaming Stabilization Fund.

d. Sick Leave Bank Committee-Mr. Ikbal

Nothing.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

Superintendent Raiche said that he received the following:

Retirement/resignation:

Anne Marie Morris, Grade 2 Teacher, effective at the conclusion of the current school year.

Resignation: Charles Konicki, Facilities/Maintenance/Custodian, effective immediately

Appointments: Kelly Harlow, Long-term substitute instructional paraprofessional in kindergarten, April 11 – June 8, 2017 and

Benjamin Tileston, Long-term substitute .4 music teacher at Wood School, effective April 24, 2017 - June 19, 2017

Student Teacher:

Kimberly Teague, an instructional paraprofessional in grade 2, is completing a modified student teaching assignment for eight weeks in the Jackson School.

SUPERINTENDENT'S REPORT

a. Nothing

OLD BUSINESS

a. School Committee Evaluation Results

Mrs. Abrams facilitated a discussion about the results of the 2017 school committee self-evaluation. She compared results from last year which were slightly higher than the results from this year and a discussion took place. Overall, the ratings were satisfactory, above average or exceptional.

**MOTION at 6:30 pm. by Mrs. Caprarella seconded by Mrs. McEntee to extend the meeting beyond two hours. So voted.**

NEW BUSINESS

a. Approval for Grade 5 Students to participate in Science MCAS Trial Test and DESE Survey (Vote Required)

Superintendent Raiche recommends that the Committee approve his request that students in grade 5 participate in the school climate questionnaire from DESE as well as the MCAS Science Trial test.

**MOTION by Charlene McEntee, seconded by Linn Caprarella, to approve that students in grade 5 participate in the Science MCAS Trial Test and DESE Survey on school climate, with the right for parents to opt out of the trial science MCAS and survey. So voted 4 in favor, 1 opposed (Mrs. Clarke)**

*b. School Committee Meeting Dates for 2017/2018 (Vote Required)*

After a review, the Committee decided to delete the date of August 8, 2017 from the proposed calendar.

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the schedule of school committee dates in FY2018 with the deletion of the date, August 8, 2017 from the proposed calendar. So voted.**

*c. Establishment of a Special Education Stabilization Fund Account-Discussion*

Superintendent Raiche shared a document from DESE on their Advisory on Special Education Stabilization Funds. He is recommending that the Committee review and hopefully take a vote of approval at the next school committee meeting. However, after discussion, the Committee decided to take a vote tonight.

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to establish a Special Education Stabilization Fund. So voted.**

*d. Social Media Policy - Discussion*

Superintendent Raiche shared policies from other school districts as well as the section from Plainville's current responsible use policy which speak to the topic of social networking. Discussion ensued. Superintendent Raiche will bring recommended policy language forward at a future meeting for consideration.

*e. Legislative Update*

None.

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

Mrs. Abrams asked about creating a process to send out cards to staff members when life events happen. Mrs. McEntee said at King Philip the Superintendent's Executive Assistant sends out cards on behalf of King Philip School Committee. Mrs. Rieger, the Administrative Assistant for Superintendent Raiche will do the same.

Mrs. Abrams asked about setting up a school committee goal meeting for FY18. This will tentatively take place on June 27<sup>th</sup> from 4-5 pm, place to be determined.

EXECUTIVE SESSION

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

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

Roll Call Vote:

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

Returned from Executive session at 7:15 p.m.

INFORMATION

There was no discussion on items in information.

ADJOURNMENT

**MOTION by Linn Caprarella, seconded by Charlene McEntee, to adjourn at 7:16 p.m. So voted.**

Respectfully submitted,

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Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Memo and policies from Section B
- Document on School Committee Goals for 2016-2017
- Minutes from April 11, 2017
- Memo on resignations and appointments dated April 20, 2017
- Old Business: School Committee self-evaluation results for 2016-2017
- New Business:
  - Memo and supporting documents on Grade 5 students participating in DESE’s Science MCAS Trial Test and Survey on school climate
  - Proposed School Committee Meeting dates for 2017-2018
  - Memo and document from DESE on the establishment of a special education stabilization fund account
  - Memo and supporting documents on social-media policies
- Information::
  - School Committee Organization listing as of April 12, 2017
  - Food Service documents through March 2017
  - Annual Report documents (2015-2016)