

PLAINVILLE SCHOOL COMMITTEE MEETING
Minutes of May 9, 2017
Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:04 p.m. in the Wood School Library Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Iqbal, and Superintendent Raiche. Absent: Charlene McEntee. The meeting was audio and video recorded.

Administrators Present: 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 Linn Caprarella, seconded by Javed Iqbal to approve the April 25, 2017 regular session minutes. So voted.

MOTION by Linn Caprarella, seconded by Maggie Clarke to approve and hold the April 25, 2017 executive session minutes. So voted.

SHOWCASE

a. *Video from Plainville Pride Night-Kate Campbell, Principal*

A video presentation from the Plainville Pride Night was shown. Superintendent Raiche said the event had good attendance.

COMMENTS BY CITIZENS AND FACULTY

None.

COMMUNICATIONS AND AUDIENCES

None.

COMMENDATIONS

None.

ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

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

No report, as Mrs. McEntee was not at the meeting tonight.

- b. Negotiations Subcommittee-Mrs. Caprarella, Mrs. Clarke
Mrs. Caprarella said negotiation meetings were held on May 1, 2017 (with the teachers) and on May 8, 2017 (with the ESPs) and the Committee will meet in executive session at tonight's meeting.
- b. Budget Subcommittee-Mrs. McEntee, Mrs. Abrams
Nothing to report, however, they will be scheduling a meeting soon.
- c. Communications Subcommittee-Mrs. Abrams, Mr. Ikbal
Nothing to report, however, they will be meeting prior to the May 23, 2017 school committee meeting.
- d. Town Building Committee-Mrs. Clarke
Mrs. Clarke said the bid process is open and there is a public information session scheduled at the Senior Center on Wednesday night, May 10th. In addition, the current town hall and fire/police stations will be open to the public on Saturday, May 13th from 10 to 1 so that townspeople can walk through the current buildings.
- e. Sick Leave Bank Committee-Mr. Ikbal
Nothing.
- f. Wellness Committee-Mr. Ikbal
Nothing.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

Transfer:

Alison Gordon, Instructional Paraprofessional in kindergarten **TO** Long-term substitute in grade two, effective May 8 – June 19, 2017

Appointment:

Neelima Marthineni, Long-term substitute instructional paraprofessional in grade five, effective May 3 – June 19, 2017

Superintendent Raiche also reported that he received a retirement letter on Friday, May 5, 2017, from special education teacher, Charlene Ehrlinger. Mrs. Ehrlinger will be retiring at the end of the school year.

SUPERINTENDENT'S REPORT

a. Revised District Committee Structure

Superintendent Raiche explained the current district committee structure and made some recommendations for improvement. He has reached out to staff to obtain feedback on his proposed plan. In addition, Superintendent Raiche has researched how other districts set up their Committees. The Professional Development Coordinating Council may restructure how they operate and move from becoming a planning council to one that provides recommended professional development from other committees.

b. Walk to School Event on May 3, 2017

Ed Clarke, Administrator of Special Education and Support Services, reported that a total of 247 students walked to school. In addition, approximately 60 staff and “others” walked. It was a picture-perfect day and three preschoolers walked, too!

c. Board Docs Webinar

Superintendent Raiche informed the Committee that he and Mrs. Rieger attended a webinar on BoardDocs today and are quite interested in obtaining this as a program for use in school committee meetings starting in September. He shared some information that was received from the facilitator of the webinar. He hopes to schedule a 15-20 minute presentation for the Committee at the first school committee meeting in June (June 13, 2017).

d. Form for Parents for Personally-owned electronic devices for staff

Superintendent Raiche shared a form that has been created to inform parents of the use of personally-owned electronic devices and also receive their permission.

e. Board of Selectman meeting on May 8, 2017

Superintendent Raiche attended the Board of Selectman meeting last evening. He wanted to clarify how the Special Education Stabilization Fund will function. Jennifer Thompson, town administrator, is seeking input from the Department of Revenue and Caron Ketchum, School Business Administrator, is seeking input from DESE on how this type of fund works. The recent passage of the Municipal Modernization Act is intended to streamline the usage of such funds, not complicate.

He also noted that there was lengthy discussion about the King Philip FY18 school budget and concerns about the impact of programs at King Philip if King Philip’s proposed budget is not approved by the Plainville Finance Committee.

f. DARE graduation

DARE graduation was held last evening. Mrs. Abrams said, “It was quick and right to the point.”

OLD BUSINESS

None

NEW BUSINESS

a. BayState Textiles, Inc. \$30.00 (Vote Required)

MOTION by Javed Iqbal seconded by Linn Caprarella, to approve \$30.00 from BayState Textiles, Inc. for the Plainville district to be used to reimburse expenses for district technology purchases. So voted.

b. Policies from Section B (1st Vote Required)

- Policy File BHE, Use of Electronic Messaging by School Committee Members
- Policy File BIA, New School Committee Member Orientation
- Policy File, BIBA, School Committee Conferences, Conventions, and Workshops

The Committee reviewed these three policies at their last school committee meeting and recommended revisions.

MOTION by Maggie Clarke, seconded by Javed Iqbal, to approve the three aforementioned policies from section B in the policy manual as presented. So voted.

c. Policies from Sections G and K (1st Vote Required)

- Policy File GBEC, Gifts to and Solicitations by Staff
- Policy File KCD, Public Gifts to the Schools

Superintendent Raiche presented the two aforementioned policies for review and discussion. Discussed section D, in Policy File KCD, Public Gifts to the Schools, which basically says the Superintendent needs to be informed prior to an acceptance of a donation in order to have some oversight of potential donations. There is one typographical change on File KCD, Public Gifts to the Schools, on #6, change the word “be” to “but”.

MOTION by Javed Iqbal, seconded by Maggie Clarke, to approve the two aforementioned policies from section G and section K with the one change of the word “be” to “but” in #6 of Policy File K, Public Gifts to the Schools. So voted.

d. Policy from Section I (Vote Required)

- Policy File IJNDB, Internet, Network and Email Responsible Use Policy for Staff

Wording from the section Social Networking and Digital Tools was updated to reflect COPPA. There is one typographical change on page 5, third line under Social Networking and Digital Tools—add the letter “d” to issue.

MOTION by Linn Caprarella, seconded by Javed Iqbal, to approve Policy File IJNDB with the one change (adding the letter “d” to the word issue on page 5). So voted.

e. Job Descriptions (Vote Required)

- Director of Maintenance and Custodial Services/Maintenance Specialist
- School Nurse
- Network Administrator
- Technology Systems Administrator

The Committee reviewed and discussed the proposed job description revisions. Superintendent Raiche informed the Committee that Mr. Clarke, and the school nurses, Caroline Pasquantonio and Maureen Larochelle, reviewed the school nurse description and made the recommended revisions. The Technology Systems Administrator job description does not need to be changed. Both he and Stephanie Whitaker, reviewed the Network Administrator job description.

MOTION by Linn Caprarella, seconded by Javed Iqbal, to approve the job description of Director of Maintenance and Custodial Services/Maintenance Specialist as presented. So voted.

MOTION by Linn Caprarella, seconded by Javed Iqbal, to approve the job description of School Nurse as presented. So voted.

MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the job description of Network Administrator as presented. So voted.

f. Legislative update

None.

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

None.

EXECUTIVE SESSION

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

MOTION by Linn Caprarella seconded by Maggie Clarke, to go into Executive session at 6:41 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 Iqbal	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 Javed Iqbal, to adjourn at 7:16 pm So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from April 25, 2017

- Resignations, Transfers, Appointment, and Leaves memo dated May 4, 2017
- Superintendent's Report:
 - Documents regarding the items listed in the superintendent's report
- New Business:
 - Memo on gift received from BayState Textiles, Inc. \$30.00
 - Memo and accompanying policies from Section B
 - Memo and accompanying policies from Section G and Section K
 - Memo and accompany policy from Section I
 - Memo and accompanying job descriptions
- Information:
 - Enrollment as of May 1, 2017
 - School Committee Meeting Dates for 2017/2018
 - Food Service information through April 2017
 - School Budget and Revolving Funds through March 2017