

PLAINVILLE SCHOOL COMMITTEE MEETING  
Minutes of September 28, 2017

Regular Session

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CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:05 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Iqbal, Charlene McEntee, and Superintendent Raiche.

Administrators Present: Kate Campbell, Principal, Anna Ware Jackson School  
Edward Clarke, Administrator of Special Education and Support Services  
Caron Ketchum, School Business Administrator  
Stephanie Whitaker, Technology Systems Administrator

EXECUTIVE SESSION

- a. Recording Secretary Contract
- b. Superintendent's Contract
- c. Teacher and Education Support Professionals Contracts

**MOTION by Charlene McEntee seconded by Maggie Clarke, to go into Executive session at 6:06 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
Charlene McEntee	Yes
Javed Iqbal	Yes

Returned from Executive session at 6:40 p.m.

APPROVAL OF MINUTES

**MOTION by Maggie Clarke seconded by Charlene McEntee to approve the September 12, 2017 regular session minutes with one amended change per the request of Mrs. McEntee. On page 2 under the King Philip School Committee, bullet 3 add "interviewing MASC and NESDEC" and delete "using MASC". So voted, 4 in favor, 1 abstain (Caprarella)**

**MOTION by Charlene McEntee, seconded by Maggie Clarke to approve and hold the September 12, 2017 executive session minutes. So voted, 4 in favor, 1 abstain (Caprarella)**

SHOWCASE

- a. Open House Videos for Jackson and Wood School

The Committee viewed two videos:

- Opening day/week for Jackson School created by Laurie Durand, Music Teacher
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- Opening day/week for Wood School created by Ian Hall, Digital Specialist  
Both videos were well received and appreciated by the Committee.

#### COMMENTS BY CITIZENS AND FACULTY

None.

#### COMMUNICATIONS AND AUDIENCES

None.

#### COMMENDATIONS

None.

#### ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

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

Mrs. McEntee said the King Philip School Committee met on September 18th. Items on the agenda included:

- Budget update
- Discussion on goals
- Getting proposals from MASC & NEASC for the upcoming Superintendent search
- Vote on the delegate for the annual MASC conference
- Discussion on extracurricular committees and clubs
- Discussion on 504 plans

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

Mrs. Caprarella said the Committee will discuss in executive session.

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

Mrs. McEntee said a budget subcommittee meeting is scheduled for tonight.

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

Mrs. Abrams said no meetings have yet been scheduled.

*e. Town Building Committee-Mrs. Clarke*

Mrs. Clarke reported that the Committee met on September 20<sup>th</sup> and that the foundation is going in, that the old Wood School is coming down piece by piece, the rebar is in, and more asbestos has been identified in the building and is being removed. In addition, a discussion was held with the Redevelopment Authority about potential uses for the current town hall and safety building. John Teiner from the Plainville Recreation Department has expressed an interest in using the current town hall. Wednesday, October 4<sup>th</sup>, is the next meeting.

*f. Sick Leave Bank Committee-Mr. Ikbal*

Nothing.

*g. Wellness Committee-Mr. Ikbal*

Mr. Ikbal said a meeting is scheduled for October 12<sup>th</sup>; Mr. Clarke said the “Walk to School” event is scheduled for October 4<sup>th</sup>.

## RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

### a. Appointments:

- Stacey Haven, Enrichment Coordinator for the 2017-18 year
- Sam Murdoch, Special Education Teacher at Wood School, effective October 12, 2017

In addition Superintendent Raiche informed the Committee that Abby LeCompte has been offered the .2 nurse position.

## SUPERINTENDENT'S REPORT

### a. Staff Migration Trends

Three employees retired and fourteen employees resigned during the 2016-17 school year. Some took new positions with more responsibility/salary and others for personal/family reasons.

### b. Educational Background of Teaching Staff

Over three quarters of teachers in the district hold a degree at or above the Master's level. (Master's + 15 credits, Master's + 36 credits or Master's + 60 credits). New teachers hired have brought approximately forty (40) years of experience with them.

### c. Instrumental Music Program

The instrumental music teaching position had been increased from a .6 to a .8 position effective for the 2017/2018 school year. Superintendent Raiche reported that the program has reported an increase in the number of band students by 23. In addition, it is anticipated that the band size for next year will be 115 students.

## OLD BUSINESS

### a. BoardDocs Update

Mrs. Rieger informed the Committee that the 1<sup>st</sup> training was held earlier today from 11:30 a.m. – 4 p.m. The next steps will be to order Chrome books/tablets and then provide training for the Committee and administrators.

### b. School Committee Goals for 2017-18

Mrs. Abrams asked about action steps for the school committee goals. Mrs. Clarke will coordinate the 'town hall' meetings, which will most likely be held in October, January, and April. Each school committee member will bring one question to the next meeting that they would like to include in a survey to the community about the perception of the school committee and school district. Discussion also was held on the legislative goal and the best ways to attain this goal, i.e. keep abreast of discussion on the MASC list serve, bring back ideas as a result of attending conferences such as the annual MASC conference, etc.

## NEW BUSINESS

### a. North Attleboro Elks-Donation of Dictionaries for grade 3 students (Vote Required)

The North Attleboro Elks is continuing their yearly nationwide dictionary program of donating dictionaries to grade 3 students.

**MOTION by Maggie Clarke, seconded by Charlene McEntee, to approve the gift of dictionaries for grade 3 students from the North Attleboro Elks. So voted.**

*b. BayState Textiles Gift of \$28.00 (Vote Required)*

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve \$28.00 from BayState Textiles, Inc. for the Plainville district to be used to reimburse expenses for district technology purchases. So voted.**

*c. Jackson School Council Fundraiser; Adopt a Texas Classroom (Vote Required)*

The Committee reviewed a memo from Laurie Durand seeking the approval for a fundraiser to be held at Jackson School from October 2-6, 2017; said fundraiser will obtain donations of school supplies for a school in Texas that was damaged due to Hurricane Harvey. The members of the Grade 3 Jackson School Council will coordinate the fundraiser with Mrs. Durand.

**MOTION by Maggie Clarke, seconded by Linn Caprarella, to approve the Jackson School Council Fundraiser to adopt a Texas classroom and send school supplies to a school in Orange, Texas (with details as presented). So voted.**

*d. Plainville Lions Club Flyers for Annual Fall Festival on October 15, 2017*

The Committee had previously decided to obtain a booth at the upcoming Fall Festival sponsored by the Plainville Lions Club. Mrs. Abrams will complete the form and pay the \$35.00 fee to obtain the booth and each committee member will give her \$7.00. Mrs. Clarke, Mr. Ikbal and Mrs. Abrams are available to attend the festival and they will determine what time slots they will take during the festival.

*e. Reorganization of School Committee-MASC Delegate*

Since the current MASC delegates, Mrs. Clarke and Mrs. Caprarella, are unable to attend the annual MASC conference this November, the Committee needs to appoint another school committee member as the delegate and another as alternate delegate. Mrs. McEntee is the alternate delegate for King Philip School Committee.

**MOTION by Charlene McEntee, seconded by Maggie Clarke to appoint Javed Ikbal as the MASC Delegate Representative and Amy Abrams as the MASC Delegate Alternate. So voted.**

*f. Money Returned to the Town General Fund, FY2017 (Vote Required)*

The Committee reviewed a memo from Superintendent Raiche which listed the amount of money that has been returned to the town for the past ten years for each fiscal year's school budget.

**MOTION by Charlene McEntee, seconded by Javed Ikbal, to approve the return of \$1,471.00 in unspent funds from the FY2017 school budget to the Town of Plainville's general fund. So voted.**

**EXECUTIVE SESSION**

- a. Recording Secretary Contract, Superintendent's Contract, Memorandum of Agreement for the Education Support Professional Contract, Teacher Contract

**MOTION by Linn Caprarella seconded by Maggie Clarke, to go into Executive session at 7:32 p.m. for the purpose of discussing collection bargaining strategies which, if held in open session, might hurt the Committee's bargaining position and to return to the regular meeting.**

Roll Call Vote:

Amy Abrams	Yes
Linn Caprarella	Yes

Maggie Clarke	Yes
Charlene McEntee	Yes
Javed Ikbal	Yes

**MOTION by Javed Ikbal, seconded by Maggie Clarke to extend the meeting past 8:00 p.m. So voted.**

**Returned from Executive Session at 8:06 p.m.**

*g. Approval: Recording Secretary Contract*

**MOTION by Javed Ikbal, seconded by Charlene McEntee, to amend the recording secretary contract in Section A, “The Secretary to the School Committee shall be compensated at the rate of \$150.00 per regular meeting during Fiscal Year 2018 and will receive additional compensation for any meeting that lasts longer than two hours; said additional compensation will be prorated at an hourly rate.” In addition, the recording secretary will receive retroactive pay for meeting dates in FY2017 that began at 4:00 p.m. and were longer than two hours. So voted.**

*h. Approval: Superintendent Contract (Vote Required)*

Superintendent Raiche’s current contract expires in June, 2018.

**MOTION by Maggie Clarke, seconded by Javed Ikbal to approve the extension of Superintendent Raiche’s current contract for two years and to approve a 3.2% increase in salary for FY18, a 3.5% increase in salary for FY19 and a 4.0% increase in salary for FY20. All other terms of the contract will remain the same. So voted.**

*i. Approval: Revised Memorandum of Agreement-Education Support Professional Contract for the Duration of September 1, 2017 – August 31, 2020 (Vote Required)*

The Memorandum of Agreement had one minor change from the Memorandum of Agreement which was approved at the last school committee meeting. Current language: “A substantially different position shall be defined as a transfer of more than two grades...”

Proposed language: “A substantially different position shall be defined as a transfer of two grades or more”

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the revised Memorandum of Agreement for the contract for the Education Support Professionals for the period of September 1, 2017 – August 31, 2020 as presented. So voted.**

*j. Legislative update*

None.

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

None.

#### INFORMATION

There was no discussion on items in information.

ADJOURNMENT

**MOTION by Linn Caprarella seconded by Javed Ikbal, to adjourn at 8:12 p.m. So voted.**

Respectfully submitted,

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Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from September 12, 2017
- Appointment Memo
- Superintendent's Report: Documents on staff migration, educational background of teaching staff, and instrumental music program information
- Old Business: Document on School Committee Goals for 2017/18
- New Business:
  - Memo on the gift of dictionaries from the North Attleboro Elks
  - Memo on BayState Textiles Gift (\$28.00)
  - Memo on the Jackson School Council Fundraiser to Adopt a Texas Classroom
  - Flyers pertaining to the Plainville Lions Club Annual Fall Festival
  - Reorganization memo and MASC Delegate form
  - Memo on money returned to the town's General Fund
- Information::
  - Food Service End-of-Year 2016/17 Report
  - Job descriptions for Curriculum Team Member ad Grade/Teacher Liaison
  - FY17 Revolving Accounts Summary and FY17 Budget Summary through 6/30/17
  - Revised Listing of School Committee Attendance and Minutes approved in 2016/17
- Executive Session:
  - Contract document for recording secretary, contract documents for Supt. Raiche, document on teacher salary and Memorandum of Agreement for Education Support Professional contract