

PLAINVILLE SCHOOL COMMITTEE MEETING  
Minutes of October 10, 2017

Regular Session

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CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:06 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Charlene McEntee, and Superintendent Raiche. Absent: Javed Ikbal

Administrators Present: Kate Campbell, Principal, Anna Ware Jackson School  
Edward Clarke, Administrator of Special Education and Support Services  
Robin Roberts-Pratt, Principal, Beatrice H. Wood School

APPROVAL OF MINUTES

**MOTION by Charlene McEntee seconded by Maggie Clarke to approve the September 28, 2017 regular session minutes with one revision requested by Mrs. Clark; said revision is in the Town Building Committee Report to add the word ‘going’ in the sentence, “Mrs. Clarke reported that the Committee met on September 20<sup>th</sup> and that the foundation is going in...” So voted.**

**MOTION by Linn Caprarella, seconded by Maggie Clarke to approve and hold the September 28, 2017 executive session minutes. So voted.**

SHOWCASE

None.

COMMENTS BY CITIZENS AND FACULTY

Mrs. Campbell said the Jackson School Facebook page had approximately 1800 views regarding the newscast and approximately 2600 views regarding the Texas donation drive. In addition, Mrs. Campbell said the 3<sup>rd</sup> grade student council is planning to host an after school “feast” for Plainville firefighters and police officers in appreciation of their service. This is not a fundraiser, but there will be requests for donations from local businesses. The date is not yet set, but will most likely take place in mid-December.

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 October 2nd. Items on the agenda included:

- Discussion about seeking a municipal representative on the collective bargaining committee
- A data specialist has been hired

- A ski trip to Sunday River has been booked
- Interviews with NESDEC and MASC were held and the Committee voted to hire MASC to conduct the superintendent search process

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

Mrs. Caprarella said the 1<sup>st</sup> quarterly meeting with the Education Support Professionals is scheduled for October 23<sup>rd</sup>.

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

Nothing.

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

Mrs. Abrams said they are working on setting up a schedule.

d. Town Building Committee-Mrs. Clarke

Mrs. Clarke reported that the Committee met on October 4<sup>th</sup> and the schedule was discussed at length as the architects rejected the original schedule requesting additional detail in the schedule. In addition a member of the Plainville community attended the meeting and has worked with construction schedules and is concerned about the schedule. Discussion also continued about the use of the current town hall and police/fire station in the future; consensus seems to be that the Committee will want to continue utilization of the current town hall, perhaps for the recreation department, and may sell the current police/fire building and utilize those funds to remedy the current town hall. There was also discussion about obtaining bricks from the old Wood School as some people would like to have a brick as a memento. Also, discussion about fundraising to relocate the current 9/11 memorial.

e. Sick Leave Bank Committee-Mr. Ikbal

Superintendent Raiche said a request has been submitted to utilize 20 days from the Education Support Professionals sick leave bank. A meeting with Jennifer Ryan, the representative for the union, Mr. Ikbal, the representative for the school committee and Superintendent Raiche will be set up to review this request.

f. Wellness Committee-Mr. Ikbal

Mr. Clarke said 264 students and 81 parents participated in the Walk to School Day held on October 4<sup>th</sup>; this was the largest number of walkers to date. In addition, the 1<sup>st</sup> wellness meeting is scheduled for Oct. 12<sup>th</sup>.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

- a. Appointment: Abby LeCompte, .2 nurse (contracted service)

SUPERINTENDENT'S REPORT

- a. Special Education Regional Steering Committee

Superintendent Raiche reported on the efforts of the Special Education Regional Steering Committee which met during the 2016-17 school year. At the final meeting during the 2016-17 school year this committee began preliminary work on identifying long and short term goals for each focus area identified, i.e., the development of more effective supports for students with social/emotional needs, and refining the transition process from elementary to secondary school. The Committee will meet this fall,

with the goal of reporting on a fully developed implementation plan in mid-December, 2017. Mrs. McEntee asked if written processes/protocols will be developed for the transition of students from elementary to secondary school as she is looking for consistency. Superintendent Raiche said he thought this would be part of the implementation plan.

b. Air Quality

Superintendent Raiche said that air quality testing was done at both schools today, and he should receive a report in two to three weeks.

c. K-1 Playground

Superintendent Raiche said the K-1 playground should be completed by this Thursday with students being allowed to play on it starting Monday, October 16<sup>th</sup>.

OLD BUSINESS

a. Fall Festival on Sunday, October 14, 2017, 12-5

Mrs. Abrams paid the \$35 fee to secure a table at the Festival in which she, Mrs. Clarke and Mr. Ikbal will attend. Mrs. McEntee may try to stop by. She hopes to put together a flyer to hand out to community members attending the festival.

b. School Committee Goals for 2017-18

• Town Hall/Office Hours—meeting dates

Mrs. Clarke suggested three dates:

- Monday, November 13, 2017 at 7:00 pm at Jackson School-Mrs. Clarke, Mrs. McEntee and Mrs. Abrams are available to attend this date
- Thursday, February 15, 2018 at 6:00 pm at the Plainville Senior Center-Mrs. Clarke, Mrs. McEntee and Mrs. Abrams are available to attend this date
- Friday, May 18, 2018 at 10:00 am at Wood School-Mrs. Clarke and Mrs. Caprarella are available to attend this date

• Survey questions

Mrs. Abrams received recommended questions from Mr. Ikbal and Mrs. Clarke. In addition Mrs. McEntee suggested the question, “Do you know what the role of a school committee member is?” and Mrs. Clarke added the question, “Do you feel your child was well prepared in moving to King Philip?” Mrs. Abrams brought up the question of whether parents would like to consider the elimination of February vacation from the school calendar; however, this is a contractual issue and discussion ensued. It was determined that Mrs. Abrams will create a list of questions from the suggested questions and the Committee will review said list at the next meeting.

NEW BUSINESS

a. New England Patriots Cradles to Crayons Coat Drive (Vote Required)

A request was received from the New England Patriots for our district to participate in the Cradles to Crayons Coat Drive. Superintendent Raiche recommended that students at the Wood Elementary School be allowed to participate.

**MOTION by Linn Caprarella, seconded by Maggie Clarke to approve the fundraising request from the New England Patriots Cradles to Crayons Coat Drive in which students at Wood Elementary School participate. So voted.**

*b. Data Team Member Job Description (Vote Required)*

Superintendent Raiche said the Plainville Education Association reviewed the proposed description prior to bringing it to school committee for approval.

**MOTION by Charlene McEntee, seconded by Maggie Clarke, to the job description for Data Team Member as presented. So voted.**

*c. Nature's Classroom Coordinator Job Description (Vote Required)*

Superintendent Raiche said the Plainville Education Association reviewed the proposed description prior to bringing it to school committee for approval.

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the job description for Nature's Classroom Coordinator as presented. So voted.**

*d. Revised Rubrics-Teacher Evaluation Elements (Vote Required)*

Superintendent Raiche shared documents with the Committee on the proposed language changes in standard areas I, II, and III in the teacher evaluation rubrics. Said changes are being recommended by the Educator Evaluation Committee. No changes were recommended in standard area IV. Note: there are other rubric sets for teachers such as coaches, nurses, psychologists, library/media, etc.

**MOTION by Maggie Clarke, seconded by Linn Caprarella, to approve the revisions to standard areas I, II and III for the teacher evaluation rubrics as presented. So voted.**

*e. Revised Rental Rates (Vote Required)*

The budget subcommittee met on September 28, 2017 and reviewed the rental rates in the Use of Facilities policy; the last time revisions in the rates were made in June of 2015.

**MOTION by Charlene McEntee, seconded by Maggie Clarke to approved the revised rental rates in the Use of Facilities Policy, File KF, as presented. So voted.**

Superintendent Raiche said the Committee also needs to vote on the date which these revised rates go into effect.

**MOTION by Charlene McEntee, seconded by Maggie Clarke to amend the aforementioned vote to revise the rental rates in the Use of Facilities Policy, File KF, and approve the date of January 1, 2018 as the effective date the new rates go into effect. So voted.**

*f. Line Item Transfers for Fiscal Year 2018 (Vote Required)*

The budget subcommittee met on September 28, 2017 and recommends approval of line items transfers for the FY2018 school budget.

**MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the line item transfers in the FY2018 school budget as presented in a memo dated September 29, 2017. So voted.**

*g. School Adjustment Counselor/Team Chair at Wood School-Update from Mrs. Roberts-Pratt*  
Mrs. Roberts-Pratt, Principal of the Beatrice H. Wood School, informed the Committee that the recently hired school adjustment counselor at Wood School is transitioning to the role of team chair; she described in detail the current day-to-day schedule of the school adjustment counselor and anticipates that she will be chairing meetings in the next month or so. The first meeting is scheduled in late October. She will initially be shadowed by Mr. Clarke, Special Education Administrator, for approximately 30 days, depending on the number of meetings that will be held.

*h. Legislative update*  
None.

*i. Any item(s) not anticipated at the time of posting*  
Mrs. Abrams mentioned she received a notification about the NSBA conference in San Antonio, Texas on April 7-9, 2018.

Mrs. Abrams also mentioned that MASC has scheduled the Division III meeting on October 17<sup>th</sup> at The Boston Tavern in West Bridgewater, MA.

#### INFORMATION

There was no discussion on items in information.

#### EXECUTIVE SESSION

None.

#### ADJOURNMENT

**MOTION by Linn Caprarella seconded by Maggie Clarke, to adjourn at 6:45 p.m. So voted.**

Respectfully submitted,

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Susan M. Rieger, Recording Secretary

#### Meeting Handouts:

- Agenda
- Minutes from September 28, 2017
- Appointment Memo
- Superintendent's Report: documents on Special Education Regional Steering Committee
- New Business:
  - Memo on the New England Patriots Cradles to Crayons Coat Drive
  - Memo on approval of Data Team Member Job Description
  - Memo on approval of Nature's Classroom Coordinator Job Description
  - Memo and Standard Areas I, II, III, and IV (Teacher Rubrics for evaluation)
  - Memo on recommendation to revise the rental rates for using the facilities
  - Memo on recommendation to move line items in the FY2018 school budget
- Information::
  - Enrollment, October 1, 2017
  - Revised September 12, 2017 regular session school committee minutes