

PLAINVILLE SCHOOL COMMITTEE MEETING
Minutes of September 12, 2017

Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:02 p.m. in the Wood School Learning Commons. Also present were Maggie Clarke, Javed Iqbal, Charlene McEntee, and Superintendent Raiche. Absent: Linn Caparella

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

EXECUTIVE SESSION

a. *Negotiations – Plainville Education Association-Education Support Professionals (ESPs)*

MOTION by Charlene McEntee seconded by Javed Iqbal, to go into Executive session at 6:03 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
Maggie Clarke	Yes
Charlene McEntee	Yes
Javed Iqbal	Yes

The Committee moved to the Principal's conference room to meet so that the audience for the regular meeting would not have to leave the Library Commons.

Returned from Executive session at 6:10 p.m.

APPROVAL OF MINUTES

MOTION by Javed Iqbal seconded by Maggie Clarke to approve the June 27, 2017 regular session minutes as presented. So voted.

MOTION by Javed Iqbal, seconded by Maggie Clarke to approve and hold the June 27, 2017 executive session minutes. So voted.

MOTION by Maggie Clarke seconded by Javed Iqbal to approve the July 12, 2017 regular session minutes as presented. 3 in favor, 1 abstain (McEntee)

SHOWCASE

None.

COMMENTS BY CITIZENS AND FACULTY

Ellen LeBlanc, parent of a Wood School student, spoke. She was concerned that her son, attended a Spanish class during the first week of school. She had spoken on the phone with Mrs. Roberts-Pratt, Principal of the Wood School, and Mrs. Roberts-Pratt. Mrs. LeBlanc expressed concern that this occurred because the hiring and/or scheduling processes currently in place were not sufficient to address this type of problem. Mr. Raiche responded to her concerns.

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 last Tuesday. Items on the agenda included:

- Opening day updates (went very well at both the middle and high school)
- Community advisory work group meetings are beginning
- A superintendent search (interviewing MASC and NEASC) will begin soon as the current superintendent's contract was not renewed
- A delegate for the MASC annual meeting was appointed and
- Review of the goals for the 2017/18 school year

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

The negotiations subcommittee met on September 6, 2017 with the Education Support Professionals to finalize negotiations and the Memorandum of Agreement for a successor contract was approved earlier in Executive Session.

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

A budget subcommittee meeting is scheduled for September 28, 2017 at 7:30 PM.

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

Mrs. Whitaker informed the Committee that a new template for the district website has been budgeted and that the Subcommittee will be meeting to discuss the website. Mrs. Abrams said they will determine when the next meeting is and discuss a plan of action to implement and revamp the district website.

Mrs. McEntee asked about the signage that was to be put in place in the foyers of each school. Mrs. Whitaker said she did not receive a directive to go forward with this initial plan after a walkthrough of the buildings with Mrs. Abrams and Mr. Ikbal. Mrs. McEntee was surprised as she thought the budget subcommittee had given their approval to move forward with placing the signage in the schools. Mr. Raiche suggested that this topic be placed on the agenda for the next communication subcommittee meeting.

e. Town Building Committee-Mrs. Clarke

Mrs. Clarke reported that the Committee held a groundbreaking on August 7, 2017 at 6:30 p.m. and despite the rain, she was pleasantly surprised at how many people showed up. A gas pipe was replaced

last week and the foundation for the town hall will begin soon. They are still scheduled for a 16-month completion. In addition, the start time for Building Committee meetings is now 6:00 p.m. and meetings are the 1st and 3rd Wednesday of each month.

f. Sick Leave Bank Committee-Mr. Ikbal

Mr. Ikbal reported that a conference call was held on June 27, 2017 for a request for sick leave from a member of the custodian union. The custodian received fourteen (14) days and the union membership agreed to give additional sick days to the bank so the bank does not fall below the threshold of 31 days.

g. Wellness Committee-Mr. Ikbal

Nothing.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

Retirement/Resignations:

- Karen Nelson Instructional Paraprofessional at Wood School, effective on September 1, 2017
- Janice DeBlasio, Wood School Receptionist/Security Assistant
- Lauren Moses, Grade Three Teacher

Transfers:

- Selena Graham Instructional Paraprofessional in kindergarten **TO** Instructional Paraprofessional in grade two
- Linda Kavanah .9 Instructional Paraprofessional in Preschool **TO** .5 Preschool Teacher
- Elizabeth McMorro, Resource/Inclusion Teacher at Jackson School **TO** Grade 3 Teacher
- Mary (Pasquantonio) Kiley, Resource/Inclusion Teacher at Wood School **TO** Resource/Inclusion Teacher at Jackson School

Appointments:

- Angela Green Information Technology Technician (effective August 7, 2017)
- Frances Bonarrigo, Business Services Assistant (effective September 5, 2017)
- Denise Guzzetti, Receptionist/Security Assistant @ Wood School (effective August 31, 2017)
- Sarah Gould, School Adjustment Counselor at Wood School
- Ian Hall, Digital Learning Specialist-Districtwide
- Kristen Geuss, .9 Instructional Paraprofessional-Preschool
- Christine Yanni, .5 Instructional Paraprofessional-Preschool
- Samantha Rodas, Instructional Paraprofessional-Kindergarten
- Karen Wing, Instructional Paraprofessional-Grade 4
- Neelima Marthineni, Instructional Paraprofessional-Grade 4/ILC

We currently have two student teachers—Amanda Furtado from Bridgewater State University, placed at Wood School and Elizabeth Krumsiek from Providence College, placed at Jackson School.

There are six open positions; however, Stacey Haven was recently appointed to the position of enrichment coordinator and focus is on filling the special education position at Wood, the .2 nurse, and the network administrator.

SUPERINTENDENT'S REPORT

a. Coordinated Program Review Schedule

DESE will conduct its 5-year Coordinated Program Review over the next 4-6 weeks and will be onsite the week of October 16th. Mr. Raiche, Mr. Clarke and Mrs. Campbell met last week with the chair of the review committee.

b. Accountability Reporting

Mr. Raiche provided documents from a recent DESE webinar on the amended accountability system that will be used this year; he anticipates receiving a NO LEVEL rating due to high participation rates in testing last spring. He expects to have the results of the MCAS 2.0 taken last spring in mid-October.

c. Student Learning Goals

Mr. Raiche provided documents on the student learning goals for 2017-18 in Reading, Writing and Math. He informed the Committee that grade level teams set their goals with his approval in both performance and growth and that math goals continue to be the district goals. In addition, he will continue to set his goals for 2017-18 once he analyzes the MCAS 2.0 results.

d. Student Enrollment

Mr. Raiche provided documents on enrollment (646 students K-6 as of September 1, 2017). Enrollment rates are about 20 less than anticipated. He anticipates some additional enrollments with the completion of The Woods and Oasis developments. He also provided data on the enrollment/exit of students over a three-year period.

In addition, he shared documents on student attendance for the 2016-17 year (steady at 96%) and tardiness rates; reiterating the importance of students coming to school each and every day and arriving on time.

e. Opening Day & Inservice Activities

Mr. Raiche provided copies of the agendas for the August 28th Opening Day and August 29th Inservice Day as well as his PowerPoint presentation. The national speaker, Michael Lamb, who we secured from the TURN organization, was well-received by staff for his presentation on Social Emotional Learning, which was presented at the Inservice Day. Mr. Raiche informed the Committee that approximately 45 people from other districts (3-4 from King Philip, Boston, New Hampshire, and Maine) attended the presentation and that Mr. Lamb complimented the district on providing this topic for the staff on opening day.

f. Federal Grant Update

The amount of monies received for grants in the 2017/18 year are down and it appears there is a revenue deficit of \$12,000. Steps to address will be discussed at the next budget subcommittee meeting on September 28, 2017.

g. Staff Evaluation Report

The Committee reviewed the staff evaluation report from 2016-17.

OLD BUSINESS

a. Implementing BoardDocs Update

The Committee was informed that on September 28, 2017 a trainer for BoardDocs will be working with Susan Rieger to begin the process of implementing the BoardDocs program.

NEW BUSINESS

a. BayState Textiles Gift of \$ (Vote Required)

MOTION by Charlene McEntee, seconded by Maggie Clarke, to approve \$99.75 from BayState Textiles, Inc. for the Plainville district to be used to reimburse expenses for district technology purchases. So voted.

b. Approval: Fundraiser for Special Olympics (Vote Required)

Laurel Peter, grade 4 teacher, approached Mr. Raiche about coordinating fundraisers for the Special Olympics program. The Committee reviewed a memo on the selling of mums at the Wood School Open House as well as continuing the sale of pencils around Valentine's Day in February and culminating with the Polar Plunge at Lake Massapoag in Sharon, MA.

MOTION by Maggie Clarke, seconded by Javed Iqbal, to approve the fundraising activity of selling Mum plants at the Wood School Open House for Special Olympics. So voted.

c. End-of-Year (2016-17) Food Services Report-Mrs. White

Mrs. White, Food Service Director, Mrs. Crowley, Administrative Assistant, and Mrs. Zuzick, Food Service Manager at Jackson School spoke and presented a PowerPoint on the 2016-17 food service department. They did this presentation prior to the Superintendent's Report. In their presentation they reviewed the goals from last year, highlights from the year—student council students at Jackson School serving lunch on Fridays, Farm fresh food delivered weekly, experienced great breakfast and lunch participation, the friendly service provided by food service staff, the new kitchen layout and equipment in Jackson School, including new paint, and the Wood School Student Lunch Committee's positive impact on the food service department. In addition, they presented their goals for 2017-18, which include increasing the breakfast participation rate by 2%, increasing the lunch participation rate by 1% and stabilizing the workforce. The Committee thanked them for attending the meeting and for providing everyone with fresh peaches and apples from *The Big Apple*.

d. End-of-Year (2016-17) Technology Report-Mrs. Whitaker

Mrs. Whitaker spoke about the highlights of the 2016-17 year including the purchase of 200 devices in order to fulfill the goal for one-to-one computing in grades 1-6. Eighteen additional Surface tablets, and fifteen ClearTouch interactive panels were also purchased. Aerohive wireless access points were installed in every classroom and six outdoor Aerohive access points were also installed. During enrichment, Mrs. Whitaker, Mrs. Lareau, and Mrs. Casselman held classes in Green Screen (to the SWAT students) and 3D Modeling and Printing. She also expressed excitement about the Makerspaces at both schools.

e. Approval: Job Descriptions: Curriculum Team Member and Grade/Teacher Liaison (Vote Required)

Superintendent Raiche requested that the two aforementioned job descriptions be revised. He solicited input from the administrative team and PEA leadership prior to making any changes. Mrs. Clarke asked if there was any concern about these changes from the PEA and Mr. Raiche said there was not.

MOTION by Javed Iqbal, seconded by Maggie Clarke, to approve the job descriptions of Curriculum Team Member and Grade/Teacher Liaison as presented. So voted.

f. Approval: Education Support Professional Contract for the Duration of September 1, 2017 – August 31, 2020 (Vote Required)

The Committee approved the Memorandum of Agreement for the new contract for the Education Support Professionals in Executive session earlier this evening; said contract is for the duration of September 1, 2017 – August 31, 2020. The successor contract will be created, signatures will be obtained and the contract books will be given to each ESP member.

MOTION by Charlene McEntee, seconded by Maggie Clarke, to approve the Contract for the Education Support Professionals for the duration of September 1, 2017 – August 31, 2020. So voted.

g. Discussion: Student Teacher Assignments-Mrs. Abrams

Mrs. Abrams was concerned about the assignment of student teachers for current staff members, who are employed in a position and allowed to complete student teaching. Mr. Raiche said that universities follow guidelines from DESE and that from what he has read, someone who is working in the capacity of an instructional paraprofessional and wants to obtain a graduate degree in education is allowed to complete student teaching while employed in such capacity. He did agree that in the past student teaching was an eight or sixteen week assignment, but this process has changed over the past few years. He said there is no adversity to the district and actually it facilitates growth among our staff who are in graduate degree programs, thus increasing skill levels in the classroom. Mrs. McEntee felt it was a win/win situation for our district. Mrs. Abrams asked if a policy should be implemented but the consensus was that we did not need a policy. Mr. Raiche said he reviews every situation prior to allowing the student teaching assignment.

h. School Committee Goals for 2017/2018-Mrs. Abrams

Mrs. Abrams shared a document she created listing two goals for the 2017-18 year. Goal 1 is related to community relations and goal #2 is related to legislative knowledge. This item will be put on the agenda for September 28th so that assignments can be made to complete the actions/benchmarks for each goal.

i. Legislative update

Mr. Iqbal said the PAC raising money for the Families to Education organization was fined ½ million dollars.

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

None.

INFORMATION

There was no discussion on items in information.

EXECUTIVE SESSION

b. Negotiations – Superintendent’s Contract

MOTION by Javed Ikbal seconded by Maggie Clarke, to go into Executive session at 7:35 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
Maggie Clarke	Yes
Charlene McEntee	Yes
Javed Ikbal	Yes

ADJOURNMENT

MOTION by Charlene McEntee seconded by Javed Ikbal, to adjourn at 8:16 p.m. So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from June 27, 2017 and July 12, 2017
- Memo on Resignations, Transfers, and Appointments
- Old Business: Memo on update of utilization of BoardDocs
- Superintendent’s Report: Documents
- New Business:
 - Memo on BayState Textiles Gift (\$99.75)
 - Memo on request for fundraiser for Special Olympics
 - End-of-Year Technology Report for 2016/17
 - Proposed Job Descriptions for Curriculum Team Member and Grade/Teacher Liaison
 - Document containing School Committee Goals for 2017/18
- Information::
 - Enrollment: September 1, 2017
 - Bi-County Quarterly Report as of June 2017
 - Revised Job Description for Information Technology Technician and Business/Services Clerk
 - Revised Minutes of the Regular June 13, 2017 school committee meeting
 - Listing of School Committee Attendance and Minutes approved in 2016/17
- Executive Session:
 - Memorandum of Agreement for ESP contract and contract documents for Supt. Raiche