

**Carver Public Schools**  
**School Committee Meeting**  
**Monday, March 14, 2016**

**Minutes**

*Committee Members Present:*

Paula Kibbe  
James O'Brien  
Andrew Soliwoda

*Administrative Leadership Team:*

Present: Scott Knief, Superintendent of Schools  
Meredith Cargill, Director of Curriculum, Instruction & Technology  
Peter Gray, Assistant Superintendent for Business & Finance

Absent: Gina Hanlon-Cavicchi and Barry Struski

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Paula Kibbe opened the regular meeting with the Pledge of Allegiance at 7:00 pm.

Introduction of Robotics Team by Coaches Dan Ryan and Tony Rota and a celebration of the team making it to semi-final competition. Middle School team is in its first year. All students participated in the development and build of their "robot". Signs up will take place this spring for next years Team. Meetings are Thursday evenings.

**Middle School**

Jacob Pearlman  
Alex Diogenes  
Emily Grover  
Luke Gregory  
Jared Staples  
Michael Fox  
Austin Peterson  
Lexi Gallagher

**High School**

Samuel Gregory  
Samantha Grover  
Paul Lapsley  
Mike Pompei  
Nicholas Gerrior  
Carley Ryan  
Kasey Gallagher

- I     **Comments from the General Public:** None.
- II    **Comments from the EAPC:** Tammy Johnson reported on S326 Charter School Caps and the potential impacts to school districts.

**III Update by Student Advisory Council & Captain's Council** Pat Hurley and Alison Tougas reported on the annual powderpuff game which this included underclassmen participation. Also, annual Jingle Bell run was held with 1000 cans of food donated to local Women's Center. Be an "11" seminar was held for grade 7 students with workshops on leadership and team building. Fall and Winter sport seasons were successful. Spring sports start March 21.

**IV Approval of Minutes**

Regular Meeting Minutes and Executive Session Minutes from Jan. 11, 2016. James O'Brien made a motion to approve the minutes as written. Andrew Soliwoda second the motion. All in favor.

**V Communications**

**A. Carver Reporter: School Budget & From One Superintendent to Another:** two recent articles were shared with committee.

**B. Day on the HILL:** Annual event at the State House is Tuesday, April 26. Superintendent Knief and several MHS students will attend to meet with Governor Baker and our local legislatures for information and background on critical legislative issues and insights from legislators on FY17 projections. School Committee members were asked to check their availability for this event.

**C. ESSA Challenges:** Every Student Succeed Act (replaces NCLB). Under ESSA, which goes into effect in the 2017/18 school years, states will need to come up with accountability plans and submit them to the federal Education Department. Students will still need to be tested in grades 3 through 8 and once in high school. Topics for discussion for responsibility and authority will be academic standards, accountability, teacher quality, testing and Title I funding.

**VI Reports from the Superintendent**

**A. Personnel Updates**

New Hires: Diane Goulder, Kinder Para; Emily Levenson, Pre-K Para  
Resignations: Donna Hillary and Ashley Madge, Kinder Paras, and Taylor Reid, Sped Para. Retirements: Patricia Caldarone, Admin Asst. MHS; and Marie Sullivan, Special Ed. Admin Asst., Steve Davies, MHS Science Teacher, Kevin Nolan, MHS Science Teacher, and Deborah Sousa, MHS Special Ed Teacher.

## **Instructional Leadership Standard I**

**Instructional Leadership Goal 1:** Provide standards based curriculum and instruction to increase learning, student growth, and achievement as measured by selected state and local assessments.

**A. Technology Plan**—Meredith Cargill gave an overview of the district Technology Plan including the mission and goals of the plan. Information has been previously presented to the Committee as the plan evolved and the final version is now ready for submission and implementation.

**B. Mid - Year District Improvement Plan Review-** Scott Knief, Meredith Cargill, Karen Teichert and Ruby Maestas highlighted completion of action steps throughout each of the 4 standards. Goals covered were: implementation of rigorous standards based science curriculum for grade 6-8, evaluators completing a minimum of 10 walkthroughs collectively on a weekly basis with targeted constructive feedback, report out student's progress on achieving the schools 21<sup>st</sup> century learning expectations, use of collaborative process to develop fiscal 2017 school budget, use of collaborative process to review and edit the 10 year capital outlay plan, upgrade technology to support teaching and learning and bring our district to at least the minimum industry standard, increase support to staff on computer related issues by improving helpdesk services, continue to solicit grant funding opportunities, evaluate the effectiveness of Crusader Period, successfully complete the schematic design for new Elementary School bringing the project through scope and funding with MSBA and getting town vote. Also, using PBIS model the staff develops increased awareness of positive behaviors, completed the feasibility study and funding through CPA/capital outlay to renovate track and field at MHS, engage community in an on-going discussion of substance abuse issues through the Carver Cares-Mobilizing the Community group, increase collaboration and connections with community mental health and disabilities service agencies, increase CPS community awareness of bullying prevention and intervention strategies, develop events, activities, and programs that encourage school pride and unity, implement a formal unified sports program for grades 7-12 and provide on-going professional development for teachers on integration of technology in the classroom.

James O'Brien said the improvement plan is realistic and thorough and he appreciated all the efforts of the work that has been completed.

**C. PARCC/MCAS Update-** Meredith Cargill presented updates on the PARCC testing as we approach our second round of testing in Spring of 2016. There is no comparative data to previous years as this past year was our first year (baseline). Also discussed was how PARCC differs from MCAS in terms of types of questions.

## **Management and Operations Standard II**

**Management and Operations Goal 2:** Maintain current staff and programs while addressing the needs of the school buildings and implementing legal mandates utilizing available resources as measured by current staffing levels and programs, ongoing monitoring of building conditions, and compliance with legal mandates.

- A. MSBA Updates/Story of a Building/Carver Elementary Ed Plan Chosen for MSBA Exemplars:** Scott Knief explained at the end of January, Liz Sorrell was contacted by MSBA and asked permission to publish the Carver Elementary School Education plan on the MSBA website as an Exemplar for a plan that meets the MSBA criteria and translates the education needs of the students into the building space needs.

This plan was created by the administrators and staff and the elementary school. The following team was thanked for their work on the educational plan: Liz Sorrell, Ruby Maestas, Meredith Cargill, Paula Foley, Kerry Agashe, Michelle Taylor, Jen Kelley, Karen Teichert, Terri Sexton, Mike Schultz and Elementary lead teachers.

Superintendent Elizabeth Sorrell was asked to represent Carver and the Carver Elementary School Education Plan on February 4 at the joint conference of the MSBA and the Inspector General's office: The Story of a Building at the Joseph Estabrook Elementary School in Lexington MA.

- B. Facilities Updates/CMHS Well Water Issues** - Peter Gray reported on the water quality at Middle High School. Department of Environmental Protection asked our district for lead and copper testing. Results came in with four high levels, so all drinking fountains were closed and bottled water was provided. On February 10<sup>th</sup>, water service was restored. Corrective measures were taken to our corrosion control system and the fixtures that had previous high levels remain shut off and will be replaced with new fixtures. Manganese has been reported in our water, we are attempting to lower our readings. A piping system may need to be installed. Water will be tested quarterly and results made available on our school website.

Septic system is up and running, sewerage treatment plant has been decommissioned. The building will be repurposed for storage and landscaping.

Gales Associates have taken core samples of the gymnasium slab for the replacement of that floor. Reports will be available in a few weeks but preliminary results show high moisture and alkalinity levels which means moisture mitigation will need to be done prior to any new surface being laid down. Project completion date is end of Summer 2016.

- C. Student Activities Policy Revision** – Peter Gray reported every three years DESE requires each school district to be audited by an outside firm to be sure the school's student activity accounting is following the correct policies and procedures and internal controls. Subsequently we self audit. The recent audit report by the firm of Lynch, Molloy and Marini recommended a revision to a few sections of our current Student Activities Policy and to also add some additional language to remain current. Student Activity Account policy was presented with changes as a first reading in order to be in compliance with Mass. General Law Chapter 71, Section 47. At April meeting, second reading and vote will be taken.
- D. Transportation Report** – Peter Gray presented the transportation analysis per pupil costs, in district, out-of-district comparisons and Carver trends for FY 06-14. We provide a very cost effective, low per pupil transportation system. Carver is below the state average for per pupil cost. Graphics showing how Carver stacks up with the state were provided.

#### **Professional Culture Standard IV**

**Professional Culture Goal 4:** Revise and implement policies and procedures in order to emphasize reflective practices, high standards, effective communication, and continuous learning which are measured by the implementation of appropriate policies and procedures; Teacher Evaluation Tools; Administrative Evaluation Tools; NAEYC accreditation; School-Wide Positive Behavior Intervention Supports (PBIS); and Conflict Resolution.

- A. Transition Plan-** Scott Knief talked about his entry plan as new Superintendent. These goals are identified through the standards of effective leadership. **Standard I.** Review District Mission, Vision and Core Values and Beliefs and Increase Understanding of Elementary School Programs and Practices. **Standard II:** Implementation of District Technology Plan; Design, Development and Construction of new Elementary School; Submit Statement of Interest to Replace Roof, Boilers and Windows at the Middle High School. **Standard III:** Outreach to Community Organizations; Increase use of Social Media, to Celebrate Successes in the Carver Public Schools. **Standard IV:** Commitment to High Expectations; School District Policy Review and Stakeholder Meetings.

## **VII Recommendations from Superintendent**

### **A. Annual Appointment to READS Board of Directors**

James O'Brien made a motion to appoint Scott Knief to serve as the representative on the Board of Directors of READS Collaborative for the 2015/2016 school year. Andrew Soliwoda second the motion. No discussion. All in favor.

## VIII **Reports from the School Committee**

James O'Brien officially welcomed Scott Knief on board and stated he is looking forward to his cooperative approach.

March 31<sup>st</sup> is next Joint Meeting of Selectmen and School committee at Town Hall.

James O'Brien made a motion to adjourn at 9:29p.m. Andrew Soliwoda second. All in favor.

NEXT REGULAR MEETING: <b>CHANGED</b> to <b>APRIL 4, 2016</b> 7:00 p.m.
NOTE: <b>ANNUAL TOWN MEETING</b> will be <b>Monday APRIL 11<sup>th</sup> at 7p.m</b>