

CARVER PUBLIC SCHOOLS
School Committee Meeting
Monday, August 10, 2015

Minutes

Committee Members Present:

James O'Brien
Andrew Soliwoda
Barry Struski

Absent: Gina Hanlon-Cavicchi
Paula Kibbe

Administrative Leadership Team:

Elizabeth Sorrell, Superintendent of Schools
Meredith Cargill, Director of Curriculum, Instruction & Technology
Peter Gray, Assistant Superintendent for Business & Finance

7:00 P.M. Barry Struski opened the regular meeting with the Pledge of Allegiance.

I. Comments from the General Public: None

II. Comments from the EAPC: Donna Ramsay acknowledged the appointment of Scott Knief as next Superintendent of Carver Public Schools after the retirement of Elizabeth Sorrell and looks forward to working with him. Also, kudos to all the teachers and staff for their work with summer programs. She encouraged students to start reading to prepare for another school year.

III. Update by Student Advisory Council & Captain's Council: None.

IV. Approval of Minutes:

James O'Brien made a motion to approve June 8, 2015 Regular Session Minutes. Andrew Soliwoda second. Approved unanimously.

James O'Brien made a motion to approve June 25, 2015 Special Session Minutes Andrew Soliwoda second. Approved unanimously.

June 18, 2015 minutes were held for approval to September 14th meeting.

V. Communications:

A. Foundation Budget Review Commission – Preliminary Report: Of note, the special education section will be reviewed. Currently, we are only allowed to count 1% of what we spend on out of district education. Also, the date of reporting enrollment will be changed from October 1 to February 1 starting in 2017 to better report and receive the correct amount of money for children in the district. The health

insurance amount spent by districts will be reviewed for the impact to districts. Simultaneously, the federal government has also changed the way it classifies students as low income. Our free and reduced lunch percentage has gone up over the past 5 years, but the government will not use that metric moving forward. In November, there will be updates on these foundation formulas.

- B. How the America's Most Challenging High Schools list works:** As stated in a recent article in the Washington Post, Carver Middle High School was identified in the top 11% of most challenging high school for students. This is based on the total number of Advance Placement, International Baccalaureate and Advanced International Certificate of Education tests given at a school each year and divided by the number of seniors who graduate = The challenge index.
- C. Carver Office of Planning & Community Development:** A new Master Plan for the Town of Carver is being drafted. A regional planning agency, SRPEDD has been hired to spearhead the effort. A request has been made to each town department to appoint a member to participate with this Master Plan Committee. School Committee members were asked to consider if they could commit to this assignment and to inform Gina Hanlon-Cavicchi, School Committee Chair. First Meeting is September 23 at 6 pm at Town Hall.

VI. Reports from the Superintendent:

Personnel Updates:

Hires: Teachers: **Abby Albin**, Speech Language Pathologist; **Sara Cannistraro**, Grade 4; **Christina Comeau**, Kindergarten; **Sarah Crump**, Kindergarten; **Teresa Fernandes**, MHS Math; **Joseph Jerolimo**, MHS Science; **Andrea Kane**, Grade 3 **Christina McKenna**, MHS Guidance Counselor; **Rebekah McLaughlin**, CES Music; **Leslie Ritz**, MHS Health; **Amy Tragert**, MHS Science.

Paraprofessionals: **Lisa Brown**, Kinder Para; **Katherine Chernicki**, Literacy Para; **Theresa Eby**, Kinder Para; **Donna Hillary**, Kinder Para; **Nina Hufault**, Special Ed Para; **Ashley Madge**, Kinder Para; **Mindi McEnaney**, Pre-K Para; **Sara Payson**, Special Ed Para; **Brieanna Wall**, Kinder Para.

Resignations: **Jaclyn Bontya**, MHS Health Teacher, **Cheryl Hermenau**, Kinder Para; **Lee Lawson**, Special Ed Para; **Martha Lesuer**, Special Ed Para; **Sonya Lomax**, MHS Math Teacher, **Elizabeth Norcliffe**, Speech Language Pathologist; **Linda Perkins**, Special Ed Para; **Lara Schofield**, Paraprofessional; **Jessica Schriefer**, Special Ed Para.

Instructional Leadership Standard I:

- A. District Improvement Plan:** The process starts with goal setting by principals, teachers and school councils. The plan is reviewed by the Administrative Leadership Team and it is organized by goals aligned with School Improvement Plans. James O'Brien said it was well structured and a great team effort with a well thought out path. James O'Brien made a motion to accept the District Improvement Plan as presented, Andrew Soliwoda second. Approved unanimously.

B. Superintendent Goals 2015-2016: Standard I: Goal B-1: Instructional Practices: In order to lead the Carver Public Schools to support the needs of all learners through research-based instructional practices and the integration of technology, the superintendent will lead the administration and staff to develop a technology integration plan as measured by the completion of plan. Goal B-2: Continue to work with principal and staff of the Elementary School to provide input on educational needs for the learning environment and design of the new Carver Elementary School as measured by the completion of the educational design and specifications for the new building. Standard IV: Goal D-1: Continuous Learning of Staff. Goal D-2: Continuous Learning of Administrators. Goal 3: Provide a range of professional development for all staff in order to increase the appropriate integration of technology to support the diverse learning needs of students in each content area which will be measured by a pre and post survey of all staff.

If the committee wants to add additional goals or focus for the superintendent, they can contact her with their requests and priorities.

C. Technology Plan 2015-2018: We have a compliance based tech plan with Department of Elementary and Secondary Education; however the Administrative Leadership Team crafted a technology vision using two inputs. First is the new elementary school and the other the completion of a major investment over the past few years of our infrastructure. The Vision Statement is: *The technology vision for Carver Public Schools is to transform the educational experience through the use of flexible and individualized technology that enhances curriculum and promotes rigorous learning for all students.* Each department and each grade level teacher will discuss what they need for their use to support the education of the students. Technology plan as it unfolds will be brought to the committee throughout the year.

Management and Operations Standard II:

- A. Medical Emergency Response Plan Update (MERP):** This plan is required to be updated annually. A meeting was held with police, fire, emergency services and principals. The gun law now has to be part of MERP and a two hour suicide prevention training must be provided for teachers for Prevention, Preparation, Response and Recovery. Additional drills will be done throughout the year.
- B. Multi-Hazard Evacuation Plan Update:** Binders are being updated with current year information and will be distributed to the teachers and staff.
- C. Policy Revision Discussion:** Carver Public Schools policies have been electronically transmitted to our school attorneys for review. Some may be deleted because they have become obsolete, others will need language updating, etc. After our attorneys review is complete, the policy sub-committee will meet to finalize updates.
- D. Budget Proposed FY2017 Calendar:** The timeline for building the budget and presenting information to school committee was discussed. Principals will review their needs with school council by September 30th. This becomes an accelerated process

due to Town meeting being moved from May to April. This complicates our budget process because of so many undetermined facts that early in the spring. The committee was concerned with this aggressive time table.

- E. Capital Projects Progress Reports:** Bus bids were opened in June and Eastern Bus won the bid and we are in the process of purchasing 2 buses with a fall arrival. Gym floor type is being determined. We are in an investigative stage and then will go out for a bid. Books purchases and technology hardware and software have been done. At the transportation department, some asphalt repairs have been made.
- F. Building Committee Update** – The Committee is working well together to build a new school that will last while being fiscally responsible. Mr. O'Brien said PMA has been a great selection. The process is moving forward in an inclusive way with the community and town departments.
- G. Facilities Update** – Peter Gray reported all summer cleaning is ongoing and buildings will be ready for school openings. Annual student worker program was successful and productive with many improvements to appearance of interior and exterior of buildings. Engineering for our new HS/MS septic system has been completed and is in the local permitting process. Once permits have been obtained, it will be advertised and awarded according to state regulations. The High School gym floor replacement is in the planning stages. This is a very involved and extensive process. There were some issues with water system at MHS which will be rectified with water and pneumatic controls. The Water at the high school had pneumatic control problems. Town building inspector and fire department will be through school for occupancy permit and all other state and regulatory inspections have been completed as mandated. Mr. Gray and Mr. Siedentopf, Director of Facilities, extended their personal thank you to everyone who worked hard to insure buildings were ready for September 1st.

Family and Community Goal III:

A. Report on School and Community Participation at Old Home Day

- 1. **CES Building Project** – Community came into the booth to obtain information. Many citizens asked questions of the volunteers at the event. Social media sites have been successful venues for sharing school building information but we need to use all kinds of communications to get the word out. James O'Brien said it is important to have a push to get people registered to vote and then get them to the polls in December.

CCAT (Carver Community Access TV) is now Area 58 Cable Community Access – previous school buildings meetings are available on Area 58 Facebook page. To keep the public informed of school building project; interviews with stakeholders will be televised. Also events such as Farmers Market and School Open House will have School Building information available. The School Building Project was promoted at a booth at the Old Home Day. One clear concise message needs to be communicated to the public in multiple forums.

- 2. **Mobilizing the Community Events - Carver Cares** was present at Old Home Day and the National Night Out and continues to meet and work on prevention and

response to the opioid crisis on the South Shore. Meetings will continue and public is invited. Dates are on website.

B. Memorandum of Understanding between the Carver Public Schools and the Carver Police Department is being updated to include the inclusion of our Resource Officer. The police union and board of selectmen firmed up the job description of the SRO and it will be part of the MOU and then the MOU is included in the MERP.

Professional Culture Standard 4:

A. Summer Professional Development: Meredith Cargill presented a report on professional development including: Data Coaching: Improving Learning for all Students; Administrative trainings (legal updates, overview of universal design for learning and technology vision and integration); Analyzing Teaching for Student Results; Responsive Classroom, Everyday Math 4; Reading Street; and CPI Non-Violent Crisis Intervention.

VII. Recommendations from the Superintendent:

A. Field Trips Requests: Grade 7 Class Spirit Trip to Six Flags, Agawam, MA – 10/23/15. James O'Brien made a motion to approve, Andrew Soliwoda second the motion. All in favor. Approved.

Every several years, we ask our attorneys to provide updates for School Committee for open meeting laws, policies. A Workshop Meeting will be set for Tuesday 8/18 at 7 p.m.

VIII. Reports from School Committee:

Andrew Soliwoda encouraged community to attend Building Committee meeting on Monday 8/17 at Town Hall.

James O'Brien made motion to adjourn, Andrew Soliwoda second. Meeting adjourned at 8:52 p.m.

Respectfully submitted: Anmarie G. Metrano, Recording Secretary