

CARVER PUBLIC SCHOOLS
School Committee Meeting
Monday, September 12, 2016

Minutes

Committee Members Present:

Andrew Cardarelli
Paula Kibbe
James O'Brien
Andrew Soliwoda

Absent: Gina Hanlon-Cavicchi

Administrative Leadership Team:

Scott Knief, Superintendent of Schools, Meredith Cargill, Director of Curriculum, Instruction and Technology

7:00 P.M. James O'Brien opened the meeting with the Pledge of Allegiance.

New teachers were introduced by Ruby Maestas, CES Principal and Michael Schultz, MHS Interim Principal. They are: CES: Katherine Chernicki, Gr. 5; Karen Geraghty, Gr. 2; Erika Johndrow, Gr. 4; Jordyn Krall, Adjustment Counselor, Emily Levenson, Pre-K; Shannon Madden, Special Education and Kylie Thompson, Kindergarten. MHS: Dillon Antell, Special Education; Brian Claus, Science; Tiffini Cornock, Science; James Marzec, Biology; Nikki Picariello, Special Education, Lauren Tiago, Special Education and Angela Townsend, Speech/Language Pathologist.

Scott Knief addressed the incident on 9/11/16 when the MHS building was placed on lock down. The State Police, who subsequently shared with the Carver police; received an open "911" phone call that appeared to be shots fired at the building but it was fortunately a misinterpretation and was found to be the sounds of a nail gun being used on the construction of the high school gym floor. All procedures were followed extremely well and the Superintendent commended the school staff, police and fire responders.

I. Comments from the General Public: Alan Dunham passed on thanks to school department for tremendous job they did during recent "Lock Down" to make our children safe.

II. Comments from the EAPC: Tammy Johnson gave a presentation regarding Question #2 to ask the Committee and the Superintendent to vote to support the resolution to lift the charter school cap.

III. Updates from Student Advisory Council and Captains Council: All fall season sports are in the first week of season. Captains Council will have annual breakfast to focus on understanding leadership roles of captains and to review standard operating procedures.

Power Puff Football game and Jingle Bell run will be coming up. Be an 11 Program will be run again to promote leadership, positive behavior and guide students to a successful future.

Student Council Updates: Sam Santos, President of StuCo and Jenna Wells, Spirit Coordinator shared the following: Summer events: carwash fundraiser took place and for Back to School Day, Student Council decorated with welcome back signs, balloons, and streamers.

Upcoming Events: Annual Fall Crusader Fest will be Sept. 23rd, Annual Free Apple Pie Social will October 5th and an attempt to organize a car show at the homecoming football game on October 14th is underway.

IV. Approval of Minutes: Andrew Cardarelli made a motion to approve regular session minutes of August 15, 2016. Andrew Soliwoda second the motion, James O'Brien abstained. Approved.

VI. Reports from the Superintendent:

A. Personnel Updates:

Hires:

Brad Brothers, *Chief Operations & Finance Officer*, **Sandra Harkins**, *Education Coach*; **Carol Kelley** *Sped Para*; and **Jennifer McCann**, *Bus Driver*

Resignations:

Diane Goulder, *Kinder Para*, **Sarah Morrison**, *Kinder Para*; **Kevin Sullivan**, *Bus Driver*.

Standard I

A. District Improvement Plan: Combination of school improvement plans submitted in June with additional goals becomes the district improvement plan (DIP). Mr. Knief reminded the committee that the plan will be to move away from the current format for the district improvement plan towards the development of a strategic improvement plan with 4-7 goals for the district. The current format is more of a listing of what happens in the district. This format will be maintained for this year with a new format presented in May or June.

The Superintendent commented on district level goal: Alignment and Integration of Common Core Standards, Assess and Improve the Rigor of curriculum in Special Education programs; Begin a multi-year device deployment as outlined in the districts technology plan; review infrastructure and support systems for new and expanded technology; using a collaborative process to develop the 2018 budget; use a collaborative process to view and edit 10 year capital outlay plan/projects; continue to solicit funding from a variety of grant sources; oversee and manage the construction of elementary school, oversee and manage the feasibility phase of accelerated repair project at MHS; engage the

community on on-going discussion of substance abuse and regional committee, Carver Cares; increase CPS community awareness intervention and bullying strategies; provide ongoing professional development for teachers in technology in the classroom.

Paula Kibbe made a motion to approve District Improvement Plan, Andrew Soliwoda second. James O'Brien is excited about the new format and focus on school district's priorities. All in favor, unanimous.

B. Superintendent's Goals: Scott Knief outlined his three goals. 1. To develop skills in strategy development, data analysis and instructional leadership, Mr. Knief will complete the first year of the New Superintendent Induction Program. 2. In order to develop a strategic improvement plan, he will develop broad agreement from key stakeholder groups about the districts most critical needs, the strategies and goals that will address those needs most effectively and the measures that will be used to assess progress. 3. In order to ensure that meaningful progress is made on critical district and school goals, Mr. Knief will work with principals and other leaders through the educator evaluation process.

Andy Cardarelli made a motion to approve the Superintendent's goals, Paula Kibbe second. No discussion. Approved unanimously.

C. Technology Vision Update: Chromebooks will be deployed later this month for middle school students. All parents received a personalized letter with introduction to insurance information and with serial number identification. On Thursday 9/15, Back to School Night, parents will have an opportunity to log on to school computers to purchase insurance as well. A mandatory parent meeting will be held on Sept. 21st. Week of Sept. 26th the Chromebooks will be distributed through English classes. General outlook is excitement. There will be a Carver app store for appropriate "apps" for free instructional apps to be downloaded.

Student help desk is being developed, copiers have been replaced, and new Carver Elementary tech committee is being formed.

Standard II

A. Breakfast Program: Kath Farrar, Director of Food Services addressed the committee about the new breakfast program. This is being mandated by DESE and will start October 3rd for grades K-5. The buses arrive at the school earlier to give students 10-15 minutes to eat breakfast. School staff is assisting the food services department to implement this plan. The cost of the breakfast will be \$1.65 and for students who qualify for reduced price it will be \$.30. A letter explaining all the information will be sent to all parents of K-5 students.

B. CES School Schedules: Ruby Maestas presented a sample of a grade 1 and 3 school day as it relates to structured learning time requirements of 900 hours of mandatory instruction for elementary students. Mr. Cardarelli said with younger children it is important to get recess period earlier in the day and some studies support two recess periods. This year, lunch and recess has been blocked together to attempt a few more minutes of recess

time. In an 8 day cycle, CES students have 2 to 3 physical education classes that support movement and exercise. Mrs. Kibbe said over the years, outreach programs have been tried for movement, i.e., morning walking program.

C. Budget Updates: Patrick Meagher, our previous and now retired Asst. Superintendent for Business and Finance joined the meeting to discuss the FY17 budget. Mr. Meagher was asked by the Superintendent to complete a full and detailed budget analysis. The analysis determined there was a projected shortfall in the FY 17 budget. The shortfall was caused by the loss of Kindergarten grant and several miscalculations and omissions in the budget. Health care and bus driver salaries were the main miscalculations. Mr. Meagher presented a budget sheet with a line by line accounting identifying items that need to be adjustment and the explanation for the adjustment.

Mr. Cardarelli asked what the Committee could do to assist with the budget situation. Mr. Knief said a monthly accounting will be presented to the committee. Mr. O'Brien said it is unfortunate the budget situation is where it is but appreciates the transparency with which the information was reviewed and shared with the town.

Andrew Cardarelli made a motion to accept and approve the recalculated FY 17 budget including the use of \$121,000 from school choice monies and \$40,000 from foster care revolving account. Paula Kibbe second the motion. All approved.

Mr. Milanoski commended the Superintendent and Mr. Meagher for the work in reviewing the budget that is in a deficit of \$490,000. Their work shows credibility to the budget and the process. The town has the capital structure set up to assist with solutions.

D. Facilities Update: Dave Siedentopf presented the following: High School gym floor construction is underway and completion is scheduled for October 30th. MSBA. Accelerated Repair Project is ongoing and we are working with the architect, their subs and the project management team on exploratory analysis of all existing scopes of the project. Drinking Water – we have met all current milestones under our consent order and are working with the engineering firm on the design of the new Manganese Treatment system that will be installed at both facilities. At Elementary School, De-Nitrification system has been installed and is operational as of last Friday. Chemical injection will be happening in a few weeks but presently it is only blowers running for aeration purposes.

E. Elementary School – Groundbreaking Ceremony will be held on Friday, October 14, 2016 from 5-6 p.m. The event is open to the entire community to attend; however, printed invitations will be mailed to town officials, past school committee members and retired administrators. The program details were shared as to speakers, etc. Refreshments will be provided after the ceremonies. Mrs. Kibbe suggested a student and/or former student could be part of the ceremony.

VII Recommendations from Superintendent

A. Resolution to Support “NO” on Question 2: This question will be on the November ballot. Andrew Cardarelli made a motion to accept the resolution, Andrew Soliwoda second the motion. Mr. Soliwoda read a statement regarding why he is voting to support “no” vote on question 2. Mr. Cardarelli said he was on the line about this initially, however, he ran for this committee on a banner of fiscal responsibility. Ms. Kibbe said she has similar ideas as Mr. Cardarelli as to families having education choices, but she supports the resolution. Mr. O’Brien supports public education and with building a new school in our town, it is important to vote no. Mr. Cardarelli said it should be our goal to not have students leave to charter schools. Perhaps we should poll the families who have made the decision to leave Carver Public Schools. Mr. Knief said it would be prudent to analysis the information. Vote unanimously approved by Committee.

B. Field Trips:

Grade 8 Annual New York trip – December 16, 2016

Grade 7 Trinity Repertory Theatre, Providence, RI (late Nov.-early Dec.)

Band grs. 8-12 Great East, Six Flags, Agawam-May 19, 2017

Junior Class Trip to Salem, MA & Salem, NH - mid October

Paula Kibbe made a motion to approve trip all field trips. Andrew Cardarelli second. Approved unanimously.

VIII. Reports from School Committee:

James O’Brien attended the Farmers Market and commended Andrew Cardarelli and his wife for establishing the Fill It Up for Carver food pantry to help others – ended with two full trucks of food.

Motion by to adjourn at Paula Kibbe to adjourn at 9:55 p.m. Second by Andrew Cardarelli . Approved unanimously.

Respectfully submitted: Annmarie G. Metrano, Recording Secretary