

CARVER SCHOOL COMMITTEE

Monday, April 8, 2019

7:00 p.m. OPEN MEETING

Town Hall, 2nd Floor, Meeting Room 1

School Committee Present:

James O'Brien
Andrew Soliwoda
Andrew Cardarelli
Stephanie Clougherty

Absent: Jenna Sweeney

Also Present:

Scott Knief, Superintendent
Brad Brothers, Chief Operations and Finance Officer
Meredith Cargill, Director of Curriculum, Instruction and Technology

Meeting Opened: James O'Brien opened the meeting at **7:05 pm** with Pledge of Allegiance.

- I. **Comments from the General Public:** None
- II. **Comments from the EAPC:** None
- III. **Update by Student Advisory Council:** None

IV. **Approval of Minutes**

March 11, 2019 - Open Session Minutes

Motion: Andrew Soliwoda

Second: Andrew Cardarelli

Vote: Unanimous

V. **Communications**

A. ["Citation of Excellence" - By Learning By Design Magazine](#)

Mr. Knief was notified that Carver Elementary School has been 1 of 5 schools to receive a "Citation of Excellence" by Learning Design Magazine. He had written a letter in support of the HMFH, PMA and CTA and the award recognized their work on the new Elementary School building. The article shared jury comments that included, "education is on display throughout the school," "project spaces are flexible and interesting," "looks like a great place for kids." It highlighted that the building was designed to accommodate the school's Response to Intervention program, with small group rooms which are used throughout the day to teach specific skills as well as teacher workspaces, support areas, story nooks, whole grade gathering areas, public core spaces and project areas with flexible space that can be used for collaborative, hands-on projects by each grade level. The article also featured notes on the NE-CHPS standards met by the outdoor learning spaces, flooring made from natural materials, an air quality system

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that utilizes tempered air as an alternative to air conditioning, triple glazed windows and an extensive stormwater infiltration design.

VI. Reports from the Superintendent:

A. Personnel Updates:

Mr. Knief reviewed the following changes in personnel at Carver Public Schools.

New Hires: Rubab Rashid, *LT Sub, Teacher, Special Ed, CES*; Jessicah Friberg, *Food Services*; Taylor Jesse, *On Call Mechanic, Transportation*; Kelly Gibbs, *Long Term Sub, Paraprofessional, MHS*; Stephanie Maurer, *Long Term Sub, Paraprofessional, MHS*; Kara Simmons, *Long Term Sub, Paraprofessional, MHS*; Jessica Jordan, *Long Term Sub, Paraprofessional*,

Resignations: Michael Brogan, *Bus Driver*; Debora DeMeireles, *Food Services*, Holly Hoffman, *Food Services*; Amy Piekarski, *SLP, CES*; Linda Broughton, *Bus Driver*

B. School and District Report Card - Scott Knief, Superintendent

District <http://reportcards.doe.mass.edu/2018/DistrictReportcard/00520000>

CES <http://reportcards.doe.mass.edu/2018/00520015>

MHS <http://reportcards.doe.mass.edu/2018/00520405>

This presentation was given in order to make the make community aware this information is available on the Department of Elementary and Secondary Education website at www.doe.mass.edu. It can be accessed by under the header menu under “data and account” → “school and district profiles” → “school and district report cards.” By selecting Carver you can choose a district level report card or a school level report card. The website is user friendly and begins the report card review by using basic questions about the school and then provides information based on each question. These questions include:

1. Who are our students and teachers?
2. What academic opportunities are available to our students?
3. What do student attendance and discipline look like in our district?
4. How prepared are our students for success after high school?
5. How do our students perform on state tests?
6. How much does our district spend per student?
7. How is our district doing in the state's accountability system?

Additional information can be gathered by viewing the full report card

C. Disability Awareness: Angela Townsend, Lauren Tiago

Several teachers at Carver Middle High School have developed their student learning and professional practice goals around raising awareness about disabilities for students and staff. Based upon these goals the team which includes; Melissa Leary, School Psychologist and Special Education Department Chair, Angie Townsend, Speech and Language Pathologist, and Special Education Teachers, Lauren Tiago, Anne

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Gallagher and Nikki Picariello, have been doing several different types of Disability Awareness programs.

As a Special Education team the teachers decided they wanted to spread awareness on disabilities and began by establishing their 2018-2019 department wide goal which states: *The CMHS Special Education Department will create and implement a Disability Awareness Day for the entire Carver Middle High School student body to promote awareness of unique learning styles and individual differences. The CMHS Special Education Department will increase special education awareness through their participation in group work on mini-teams including student outreach, parent outreach, and teacher outreach.* They then created groups in order to achieve these goals.

1. The student outreach group established consistent outreach throughout the whole student body by arranging monthly extended homeroom with videos highlighting various disabilities. These videos were followed by Google questionnaires asking students what they know already and what they learned or any questions they might have. In addition, this group highlighted “Awareness” themed days like Autism Awareness day where students and staff were encouraged to wear blue and Crazy Sock Day for Down's Syndrome Awareness.
2. The parent outreach group's goal is to establish consistent outreach to parents in order to increase awareness, collaboration, and advocacy. As part of this initiative, they will be showing the “Intelligent Lives” documentary in late April and inviting community to come and watch.
3. The teacher outreach group has continued collaboration with all staff members by creating and sharing teacher resource newsletters that highlight definitions and tips to assist teachers in helping students with particular disabilities. In order to encourage shared responsibility for addressing special education students' needs, they have also made resources available on staff room bulletin boards.

In alignment with their department wide goal, the first Grade 6 Diversity Day was held and led by Angie Townsend, Anne Gallagher, Nicki Picariello, Lauren Tiago and Melissa Leary. Students learned about disabilities in six (6) different hands on stations with simulations for students to experience and better understand what it was like to have a particular disability. The stations included: ADHD/Executive Functioning, Autism, Vision, Deaf/Hard of Hearing, Specific Learning Disabilities, and Physical Impairments and included such experiences as sensory overload or not being able to speak and yet having to communicate, tying shoes with one hand as a example of physical impairments, and the stroop test to portray an example of A.D.H.D. Groups of 20 students accompanied by their teachers traveled together to stations and received a “passport” where they could write something they learned at each experience. Overall the team believes that students' were very receptive and actively participated the end of the day's conversation by asking questions, sharing things they learned, and connected to family or friend experiences.

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The funding for this project was from five hundred dollar grant awarded through the Arc of Greater Plymouth that Middle High School Special Education teachers applied for and received last year. The team is hopeful they can continue to do this annually and perhaps even expand the scope of the project.

Mr. Knief reiterated that this initiative was a teacher lead goal. These teachers saw a need in community and it was multifaceted to reach teachers, students, and parents and because of their efforts, they sent a powerful message. He was able to participate in some of the stations during Diversity Day and agreed that student engagement was high.

Mr Cardarelli asked the team if they encountered any students that had a disability that were unaware they had it. Ms. Townsend shared that while the team didn't experience that particular scenario, all students participated and siblings were able to make connections to those with disabilities. They shared that it felt good that people were being made aware of how their siblings or family members were. One student shared "I have autism and felt comfortable to share with everyone and connected and accepted." The team also found that parents were very supportive for instance, they gave tips for deaf or hard of hearing experience and had informed the team even more.

Mr. O'Brien asked if the intention is to expand to include additional grades such as grades 6 & 7 next year and continue to grow as they go and it is something they have talked as a team and thought on for next year. They would have to acquire more funding through grants to expand the program and have other teachers work with and support the initiative. It would also require additional time because the students were so engaged, even one class level could have used all day and not just the half day as they did this year.

The committee thanked Ms. Townsend and Ms. Tiago for their presentation as well as the team and the dedication of staff to implement this new program.

D. **School Committee Participation in Graduation**

In past practice the Chairperson of the School Committee has handed out diplomas at Graduation. Last year the students and Senior Class Advisors asked why it was the School Committee Chair that had that honor. After speaking with Mr. O'Brien last year, Mr. Knief made a proposal to change that tradition, however it was tabled for a committee-wide discussion. There currently is no School Committee Policy about the role(s) of School Committee members during the Graduation Ceremony and the committee does not intend to create one. The committee agreed that it would be that either the Principal or Assistant Principal, someone who is a constant presence and plays an active role in the student's education, hand the student their diploma and that the Chair of the School Committee and Superintendent also be in line to shake the student hand and offer congratulations.

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VII. Recommendations from Superintendent

A. **FY20 School Budget** - Scott Knief, Superintendent; Brad Brothers, Chief Operations & Finance Officer

In this presentation, Scott Knief and Brad Brothers gave a brief update on the FY20 budget. Following last school committee meeting in March, Scott Knief met with the Town Administrator and developed a way to fund the Art position and vote the Board of Selectmen approved number for the school district. The Board of Selectmen voted in support of a new free cash item this year called Town Wide Operation and Field Maintenance and Supplies. The Board of Selectmen has placed \$41,000 in that line item and the school will be able to charge \$41,000 of expenses that were in the budget to that line item, which would free up \$41,000 to fully fund the art position at the Middle High School. To create this free cash line item the Board of Selectmen took \$20,000 from the Snow and Ice free cash line item and we agreed to have our Special Education Reserve free cash line item reduced by \$21,000 to \$104,000. Brad Brothers is projecting that the Special Education Reserve fund line item will carry over about \$30,000 into next year which would give us \$134,000 to access next year. Following FY20, the \$41,000 in free cash will be moved to a capital line item which the school can access in order to offset our budget in various line items in regards to building and grounds maintenance. In addition, since our last meeting the Insurance Increase has been set at 7.5% for next year which does give us an additional savings since we budgeted a 8% that will allow us to use a bit less school choice money as an offset for next year.

Motion made to approve school district budget of \$23,840,434 for FY20: Andrew Soliwoda

Seconded: Andrew Cardarelli

Vote: Unanimous

B. **FY20 School Calendar Approval:**

At the request of the committee, additional information and feedback from teachers were provided on next year's proposed school calendar. Teachers and staff voted approximately 70% to 30% to have 2 weeks for the holiday break with a last day of school Thursday, June 18th.

Motion made to approve the FY20 school calendar: Andrew Soliwoda

Seconded: Andrew Cardarelli

Vote: Unanimous

C. **READS Collaborative** Appointment of Superintendent to Board

As a member of READS collaborative the School Committee has to appoint someone to the Board of Directors. Historically, the Superintendent has served on the board. Mr. Knief said he would be glad to continue his role on the READS' board Motion and vote required.

Motion made to appoint Scott Knief, Superintendent of the Carver Public Schools, as the Carver School Committees representative on the READ's Board of Directors: Andrew Soliwoda

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Seconded: Andrew Cardarelli

Vote: Unanimous

VIII. Reports from the School Committee

A. Superintendent's Evaluation

The Superintendent is evaluated on 4 standards: Instructional Leadership, Management and Operations, Family and Community Engagement, Professional Culture. Each standard has several indicators. As part of the evaluation process, the chairperson, Mr. O'Brien went through each indicator of the 4 standards of evaluation. Each member then provided their rating on each indicator and the standard overall. The rating choices were: Unsatisfactory, Needs Improvement, Proficient, or Exemplary. Ratings were also assigned for the Superintendents' three goals. The ratings for the goals are: Did not meet, Some Progress, Significant Progress, Met, or Exceeded. In addition to the ratings, the school committee members also offered their comments and feedback on Mr. Knief's overall performance:

Andrew Cardarelli: *Scott's done a great job for the district as a representative and in resolving conflicts. He puts the students first which is evident in the social and emotional learning aspects we have seen.*

Andrew Soliwoda: *Thankful that he is our superintendent. Always room for improvement, end of the day he is really good and but we are lucky to have him.*

Stephanie Clougherty: *Appreciate how involved he is the community, here a lot and visible in the community. Dedication and represent when things get tough and messy.*

James O'Brien:

Lucky to have someone who cares about the town. Appreciate over 7 year in the committee watching the bridges that have been built and make things work in the best possible way. Appreciate the effort he puts into the community.

Upon the completion of the individual ratings, Mr. O'Brien, School Committee Chair will take the ratings and in coordination with the Vice Chairperson, Andrew Soliwoda, will complete the official rating form for the evaluation.

Mr. Knief thanked the committee for their comments and offered thanks to the Administrative Leadership Team, teachers and staff. "Carver is a great place to work," he said, "great things happen in our town, buildings and community every day and I am glad to be a part of it."

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B. Upcoming:

ANNUAL TOWN MEETING: Monday, APRIL 22 2019 – 6:30 pm MHS Auditorium

The school is coordinating with the Old Colony YMCA to offer childcare during the meeting.

C. Comments:

Stephanie Clougherty: encouraged everyone to attend the town meeting and to read the warrant. Every voice is a vote, every vote matters, and please stay to end. She wished everyone a Happy Easter.

Andrew Soliwoda: wished everyone a safe vacation week and a Happy Easter.

Andrew Cardarelli: hoped to see everyone at the town meeting, wished everyone a great easter and great passover which begins on the 19th of April

James O'Brien: Noted that there are lots of voices and every voice matters on town meeting floor. Committee meetings and online commentary doesn't end up mattering if you're not there to make your voice heard.

Motion to adjourn: Andrew Soliwoda

Seconded: Andrew Cardarelli

Roll Call Vote:

James O'Brien, Chairperson: **Yes**

Andrew Soliwoda, Vice Chairperson: **Yes**

Andrew Cardarelli: **Yes**

Stephanie Clougherty: **Yes**

Motion Approved: 4 to 0

Meeting Adjourned 8:07

Minutes respectfully recorded and submitted by: Gina Marie Rush