

**CARVER PUBLIC SCHOOLS**  
**School Committee Meeting**  
**Monday, August 15, 2016**

**Minutes**

*Committee Members Present:*

Andrew Cardarelli  
Gina Hanlon-Cavicchi  
Paula Kibbe  
Andrew Soliwoda

*Absent:*

James O'Brien

*Administrative Leadership Team:*

Scott Knief, Superintendent of Schools

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**7:00 P.M.** Gina Marie Hanlon-Cavicchi opened the meeting with the Pledge of Allegiance.

**I. Comments from the General Public: None.**

**II. Comments from the EAPC:** Tom Pinto reported he has been transitioning into his new position and busy working on the "Say No to Question 2" campaign (cap on Charter Schools). Looking for to a great school year.

**III. Approval of Minutes:** Andy Cardarelli made a motion to approve regular session minutes of June 13, 2016. Andrew Soliwoda second the motion, approved with Paula Kibbe abstaining. Paula Kibbe made a motion to approve special session minutes of June 24, 2016. Andrew Soliwoda second the motion, Approved with Andrew Cardarelli and Gina Marie Hanlon abstaining. Paula Kibbe made a motion to approve committee retreat minutes of July 25, 2016. Andrew Soliwoda second the motion, Approved unanimously. Mr. Knief distributed a brochure regarding an outside facilitator. MASC offers a free service of five modules. He asked the committee if they were interested in program. It is highly recommended by the Superintendent's group. The committee asked the Superintendent to investigate starting with Framing the Works section. Mr. Knief will reach out to get details for dates and timelines and perhaps a hybrid of several sections.

**IV. Communications:**

**A. OSD Newsletter – Commbuys Enablement** – Tammy Veracka, Administrative Assistant from our business office has been trained in purchasing through

COMMBUYS. Every vendor on state bid list is detailed to view for possible purchase.

**B. Hill for Literacy** – Annual Report shared with committee. In their report, they recognized Carver for the districts efforts and hardwork for literacy.

## **VI. Reports from the Superintendent:**

### **A. Personnel Updates:**

**Administration:** **Tanya Duff**, CES Associate Principal was introduced to committee. She comes to us from Wareham Public Schools. **Michael Schultz**, Assistant Principal and Director of Athletics will be the interim Principal covering the maternity leave of Janelle Holley for Term 1 (11/4/16). He will continue his role of Director of Athletics during this time.

**Teachers:** **Katherine Chernicki**, Grade 5 CES Teacher; **Karen Geraghty**, Grade 2 CES Teacher; **Erika Johndrow**, Grade 4 Teacher; **Emily Levenson**, Pre-K Teacher, **Shannon Madden**, Special Ed CES Teacher; **James Marzec**, Biology Teacher; **Domenique Picariello**, Special Ed MHS Teacher; **Kylie Thompson**, Kindergarten Teacher, **Angela Townsend**, Speech Language Pathologist.

**Support:** **Kathryn DeCoste**, Sped Para; **Tracy Fobert**, Sped Para; **Joceyln Kelley**, Sped Para; **Faith Shanley**, Sped Para, **Caroline Todd**, CES Lunch Monitor; **Kerri Virden**, CES Secretary Security; **Barbara Wait**, Sped Para; **Julie Wilde**, Sped Para.

**Resignations:** **Diane Amado**, Sped Para; **Kerry Agashe**, Associate Principal, CES; **Louise Boisvert**, School Secretary; **Lisa Brown**, Kinder Para; **Allison Cooley**, Kinder Para; **Erin Cogan**, Grade 5 Teacher; **Rachel Dupuis**, SLPA; **Jessicah Friberg**, CES Lunch Monitor; **Peter Gray**, Asst. Superintendent of Business & Finance; **Alicia Hathaway**, Sped Para; **Elise Linane**, Special Ed CES Teacher; **Kelly Maccaferri**, Special Ed MHS Teacher; **Gloria Rice**, Biology MHS Teacher, **John Sferrazza**, Special Ed MHS Teacher; **Meg Spada**, MHS Reading Teacher.

## **Standard I**

**A. Technology Plan Updates:** Chromebooks have arrived: 480 devices have received assets tags and teachers have already received their devices and have added info to Chromebook management console. A Carver App store will be set up with safeguards loaded for use on and off campus. Parents will receive a letter from MHS principal with general information and insurance information (GoCare). Two insurance options will be available at \$24.86 or \$32.39 per school year (no deductible) and claims will be managed by parents. The Chromebooks do not come with a case. A parent night solely for Technology will be on September 21<sup>st</sup> at 6:30 p.m. Paula Kibbe suggested giving the parents the dimensions of the Chromebooks so parents can check into purchasing cases for the devices.

## **Standard II**

**A. CES Building Update:** Next meeting is on 9/15. The project remains on schedule and within budget. At this time a subcommittee is being formed for ground breaking ceremonies with groundbreaking expected in October.

**B. CES Traffic Flow:** Construction fences will be going up at the end of September for projected ground breaking in October. A new pick up and drop off procedure has been developed. Mrs. Maestas, CES Principal explained this new procedure will start as of the first day of school. Safety is the priority for children and staff! There will be two lanes clearly marked as a bus lane or car lane. There is approximately 10% (75-100 vehicles for dropout for children). YMCA before and after program drop off and pick up will remain the same. In the afternoon, parent pick up time has been changed to 3:00-3:10. Children will be signed out through the EKW gym. Schematic of information will be on school website.

**C. MHS Accelerated Repair Project Update:** This project is moving along quickly. A project meeting with Leftfield Associates (Project Managers) and Johnson Roberts Associates, Inc. (architects) was held last week. By Sept. 29, a schematic design will be submitted to MSBA with an 11/9 approval anticipated. The project will go out to bid in April 2017 with construction to start in May 2017 and completion in August 2017. This is an aggressive timeline but all stakeholders feel the timeline can be met. With construction starting in May, a discussion will need to take place regarding any student disruption. Roof and boilers will be done first and windows and doors second.

**D. DEP Update:** Dave Siedentopf shared an update on the MHS drinking water. Water is safe in all the buildings. Monitoring and testing is being conducted consistently through DEP regulations. A full sanitary survey conducted on 3/15/16. The result of the survey and recent meetings with DEP officials have resulted with an Administrative Consent Order which will call for quarterly test for manganese until system upgrades are completed. Signage will be put over faucets to drink out of bubblers only due to levels of manganese. A manganese system will be put in at MHS by next summer. A separate well for irrigation is preferred.

**E. Facilities Update:** Dave Siedentopf presented the following: At the MHS, a bid and award for a new maple floor at high school gymnasium has been completed. A contractor, project manager have been hired. The project is being done as a Capital Outlay project (under budget) with a finish date by end of October. Logos and artwork will be painted on the floor after installation. For physical education classes, the health room, weight room and outside areas will be used. Primary election on September 8, usually done in the high school will be held in the middle school gym. In the MHS auditorium, a new carpet has been installed. At the Elementary School, an ES-DE Nitrification system is being installed before the new well can be put into service.

## **Standard IV**

**A. Opening Day Ceremonies:** A welcome back letter has been sent to all faculty and staff for Opening Day on August 29<sup>th</sup>. Students return on August 30<sup>th</sup>.

## **VII Recommendations from Superintendent**

**A. Field Trips: Grade 7 trip to six Flags** Paula Kibbe made a motion to approve trip on 10/21/16. Andrew Cardarelli second. Approved unanimously.

**B. JLCD Administration of Medication:** Second reading and vote on revision to this policy to allow for administration of narcan by school nurse. No discussion. Andrew Cardarelli made a motion to approve. Andrew Soliwoda second, approved unanimously.

**C. Request to dispose text books:** Math Department Chair Erin Young submitted a request to dispose/recycle math textbooks that have been replaced by new curriculum - Big Ideas, Larson Algebra I or updated versions of Geometry texts.

Paula Kibbe made a motion to approve the request to dispose the math books. Andrew Soliwoda second. All in favor.

**VIII. Reports from School Committee:** from Mr. Knief for September: Elementary School recess will be discussed, DIP for review, Superintendent goals will be presented, resolution for charter schools. Starting September 2016, all school committee agendas and handouts will be done electronically through drive accounts.

Motion by to adjourn at 8:38p.m. by Paula Kibbe. Second by Andy Cardarelli. Approved unanimously.

Respectfully submitted: Annmarie G. Metrano, Recording Secretary