

MENDON-UPTON REGIONAL SCHOOL DISTRICT

School Committee Meeting

Nipmuc High School, Professional Development Room

Monday, February 7, 2022

Committee Present:

Sean Nicholson, Dorothy Scally, Erick Brown, Kerry Laurence, Phil DeZutter, Vikki Ludwigson, Kerry Laurence

Administration Present:

Maureen Cohen, Superintendent of Schools

Cheryl Kirkpatrick, Interim Assistant Superintendent of Schools

Jay Byer, Business/Finance

Wendy Bell, Principal Memorial Elementary School

Janice Gallagher, Principal Clough Elementary School

Jennifer Mannion, Principal, Miscoe Hill Middle School

Nick Cuomo, Assistant Principal, Miscoe Hill Middle School

I. CALL TO ORDER

The meeting was called to order at 7:04 p.m. by Kerry Laurence.
Pledge of Alliance was recited

APPROVAL OF AGENDA

Approval of the Agenda

MOTION: On a motion of Sean Nicholson, seconded by Dorothy Scally, to approve the amended agenda.

VOTED: Unanimously

Approval of the Open Session Minutes from January 24, 2022

MOTION: On a motion of Phil DeZutter, seconded by Dorothy Scally, to approve Open Session minutes from January 24, 2022

VOTED: Unanimously

II. CHAIRPERSON COMMENTS

School Council Appreciation week would like to take this opportunity to thank all the members of the district's school councils. Kerry Laurence read the names of all members to personally thanked them for their assistance. Members include: Katelyn Anderson, Victoria Beauregard, Erin Dailey, Kerry Fagan, Samantha Glynn, Kathy Guertin, Evan Hanson, Meredith Hefez, Christopher Massey, Rebecca Snelgrove, Kendra Swenson, Allison Towne, Sarah White

III. COMMUNITY COMMENTS - NA

IV. STUDENT'S COMMENTS

Clough School Council presentation:

9 Students from Clough School Council presented to the School Committee why they like student council and what projects they are working on. Highlights include:

- Love student council; they work to make school better

- Like to make school a better place and how they got a new water cooler for the school
- Likes to make changes and discussed spirit week and what each day represents and how much fun it was to plan
- Discussed a meeting with Mrs. Tremble with ideas for books ideas
- Interact with all of the students and met with grades to get different ideas and make those ideas happen. Ideas included food ideas and added pepperoni pizza as an option. It is fun to share ideas with a special snack
- Fun to hear and share ideas. There was a 4th grade lunch to answer the questions about being on student council.
- Created reading and math buddies and help classmates with their work during inside recess
- Like to talk to other classmates. Plan is to meet with Miscoe Hill Student council on zoom and in person to discuss ideas. Meeting will see if there is something things to be done together. This will help the 4th graders adjust to Miscoe

School Committee asked what they liked the most about Student Council and it was helping the younger students with reading and math. The students stated they plan to stay involved in student council in the future. The parents were thanked for bringing the students to the School Committee meeting.

Diya updated the School Committee about the Nipmuc paint night on Feb 16 from 6 - 8 pm. The whole community is invited to participate. The theme is spring and there will be a bake sale. Diya also stated there will be a college planning night on Feb 16 on zoom by guidance to discuss the beginning the college search

Michel shared there is a science symposium happening in the gym. Students are sharing projects they were working on. The projects identify a challenge in the world and present a solution. One example proposed affordable prosthetic for animals. As well as sterilized blood project to limit diseases. Michel also described the Advance Spanish conversation project where a replica of a piece of art will be displayed

V. SUPERINTENDENT COMMENTS AND ADMINISTRATOR COMMENTS

District Updates - Dr. Maureen Cohen

Dr. Cohen told the School Committee she attended the symposium as well and there are some great projects being presented.

Dr. Cohen congratulated to the Nipmuc Track Teams: The boys and girls indoor track team defended their DVC titles to become "Back-to-Back" champions for the first time in school history.

Breaking News in where Miscoe Hill was selected as the 2nd cohort for PBL Works Massachusetts School Leader Network. This was a highly competitive process. It was noted Miscoe Hill's application and interview demonstrated a true commitment to shifting the instructional culture at Miscoe Hill MS to meet the needs of all students. Miscoe Hill will be joining an exceptional group of school leaders from across the state who are committed to implementing project-based learning within their schools. Dr. Cohen thanked the One8Foundation and PBLWorks for their support in making this partnership possible. She congratulated the fantastic team who participated in the grant application and interview process: Jennifer Mannion, Nick Cuomo, Betsy Lambert, Rob MacMurray, Brenda Webster, Cheryl Kirkpatrick, Dave Quinn.

Preliminary Budget Estimates – Jay Byer

Jay and Maureen commented all of the budget info (presentations and minutes) are on the district's website for everyone to look at and review.

Jay stated the Governor's budget released show the following:

<u>Regional Transportation</u>	<u>Circuit Breaker</u>	<u>Charter School</u>
Governor: \$77,801,545	Governor: \$414,619,357	Governor: \$219,424,271
FY22: \$82,178,615	FY22: \$373,333,860	FY22: \$154,604,742
FY21: \$82,178,615	FY21: \$345,154,803	FY21: \$117,357,887

Jay commented he expects transportation to increase in the Senate and House. Current amount represents a decrease of \$89,000.

State revenue increase by \$476:

Chapter 70 (2,100 x \$30/student)	\$12,511,846	\$12,574,216	\$62,370	0.50%
Transportation Reimbursement (est. 75% of FY21 actual)	\$1,269,020	\$1,179,965	(\$89,055)	-7.02%
Charter Tuition Reimbursement	\$24,316	\$51,477	\$27,161	111.70%
Total State Aid	\$13,805,182	\$13,805,658	\$476	0.00%

District Revenue – increase E&D contribution to \$700,000

E&D	\$600,000	\$700,000	\$100,000	16.67%
Vision, Sped Tuition, Interest	\$75,000	\$75,000	\$0	0.00%
Debt Service Bond Premium	\$3,309	\$2,206	(\$1,103)	100.00%
Transfers In-Revolving Accts	\$150,000	\$150,000	\$0	0.00%
Interest	\$0	\$10,000	\$10,000	100.00%
Medicaid Reimbursement	\$25,000	\$50,000	\$25,000	100.00%
Total School District	\$853,309	\$987,206	\$133,897	15.69%

Upton Assessment – hit hard due to MLC (55.64%)

Minimum Local Contribution	\$9,543,250	\$10,105,781	\$562,531	5.89%
Transportation & Fixed Assets (Net of State Aid)	\$1,123,250	\$1,427,631	\$242,674	27.10%
Operational Additional	\$2,437,937	\$2,111,634	(\$326,303)	-13.38%
Subtotal (not	\$13,104,437	\$13,645,046	\$540,609	4.13%

<i>including debt)</i>				
Debt Service				
Long Term Debt Clough/Memorial School	\$326,809	\$308,467	(\$18,342)	-5.61%
Long Term Debt Miscoe Green Repair	\$79,126	\$77,563	(\$1,563)	-1.98%
Subtotal Debt Service	\$405,935	\$386,030	(\$19,905)	-4.90%
Total Upton Operational Assessment (including debt)	\$13,510,372	\$14,031,076	\$520,704	3.85%

Mendon Assessment (MLC 44.36%)

Minimum Local Contribution	\$7,697,151	\$7,935,812	\$238,661	3.10%
Transportation & Fixed Assets (Net of State Aid)	\$895,531	\$1,138,205	\$242,674	27.10%
Operational Additional	\$1,943,689	\$1,683,539	(\$260,150)	-13.38%
Subtotal (not including debt)	\$10,536,371	\$10,757,556	\$221,185	2.10%
Debt Service				
Long Term Debt Clough/Memorial School	\$314,941	\$300,583	(\$14,358)	-4.56%
Long Term Debt Miscoe Green Repair	\$70,164	\$68,631	(\$1,533)	-2.19%
Subtotal Debt Service	\$385,106	\$369,214	(\$15,892)	-4.13%
Total Mendon Operational Assessment (including debt)	\$10,921,477	\$11,126,770	\$205,293	1.88%

Net Revenue Increase

\$39,090,339	\$39,950,709	\$860,370	2.20%
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Anticipated Expenditure Increase and Decrease

Salaries	\$1,240,663,	Negotiated 2.5% COLA plus lane changes (\$30K)
Health Insurance	\$259,000	Based on estimated 8% increase
Worcester Retirement	\$88,753	9.6% increase
Transportation	\$79,200	Pre-K - Grade 12 Transportation to/from School
Out-of District Tuition/Transportation	(\$515,453)	24 Students, a Reduction of 7
Miscellaneous Accounts	\$93,677	
Total	\$1,245,840,	

Revenue-Expenditure Gap

Revenue (estimated)	\$39,950,709
Expenditures (estimated)	\$40,336,179
Shortfall	\$385,470
Potential Offsets	
FY21 IDEA Grant Carryover	\$380,000
Health Insurance Less than 8%	Every 1% = \$45,000

Jay commented Remaining Budget items:

- Health Insurance
- Finalization of non-resident vocational tuitions
- House and Senate budgets
- Potential retirements and staff movement
- Potential grant offsets
- Enrollment shifts
- Kindergarten and SI Kindergarten registration

Next Steps:

- Governor's House 1 Budget Released (January 26, 2022)
- State Cherry Sheet Released (January 26/27, 2022)
- ES Budget Presentation and MS Budget Presentation (February 7)
- Budget Estimates Update (February 7)
- Kindergarten Registration Deadline/Spanish Immersion (February 18)
- First Pass of Budget (February 28)

- March 1 Enrollment Updates
- Budget Subcommittee (March 7)
- Budget Hearing (March 14)
- House/Senate Budgets (April-May)
- Upton and Mendon Annual Town Meetings (May)

Jay Byer commented the budget seems manageable this year.

Miscoe Hill Middle School Budget Presentation: Mrs. Jennifer Mannion and Mr. Nick Cuomo. Theme of the school is THRIVE

Goals:

- Ensure equitable access to meaningful, grade-appropriate social emotional learning through increasing staff understanding of inclusive practices, application of tiered supports, and effective use of student data to monitor progress and inform instruction.
- Develop and improve multi-tiered systems of support to ensure equitable access to meaningful, grade-appropriate curriculum, instruction and assessment through increasing staff understanding of inclusive practices, application of tiered supports, and effective use of student data to monitor progress and inform instruction.
- Improve collaboration and positive engagement with Mendon-Upton families and community members through frequent, proactive, consistent, and culturally responsive communication.
- Revise and redesign units of instruction to include real-world connections, deep inquiry and transferable skills.

Highlights

Understand: Panorama, iReady, Thrively, PD on Behavior/SEL, Refining RTI process

Support: Intervention Specialist, Additional Adjustment Counselor, Bridge, PBIS Matrix, fully staffed para support (first time in two years!), and PD

Engage: IIC, Student Advisory Council, PBIS matrix, Project Based Learning, Curriculum resources, PLTW

Return of Investments:

Alignment with P.O. L .and MA Frameworks:

- Math: Bridges, Desmos
- Science: Elevate, Mystery Science, Project Lead the Way
- Technology: Project Lead the Way
- Tech Integration: iReady, Thrively, Nepris
- The Bridge: Adjustment Counselor/Intervention Specialist

Accessed daily by students; caseload determined via a points system. Teacher also coordinates RTI and supports MTSS.

Reduction, Efficiencies and Savings

- Limited department expenses (\$1,000 average departmental budget)
- Teacher designed curriculum for ELA- savings on textbooks (~\$30,000)
- Volunteer-supported media center for last 3 years (savings 1.0 FTE media center specialist ~\$65,000/year)
- Reduction of 1.0 FTE grade 6 position (~\$55,000/1 yr)
- Reduction of 2.0 FTE grade 5 positions (~\$110,000yr)
- Made required Health/Wellness Elective term instead of semester
- Dropped 1.0 Mandarin and reallocated 1.0 French to 0.4

<p>STRENGTHS Highly qualified and dedicated staff who appreciate the middle school mind</p>	<p>Opportunities Extension of the middle school day Expansion of PLTW into grades 5 and</p>
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Positive and collaborative school culture Newly adopted resources for math and science. PLTW in grades 7 and 8 Bridge fully staffed. Intervention coordinator to support MTSS Robust music, art, technology and Physical offering.	6. Increase SEL Increase use of the IIC and library ELA department expands use of resources Expand use of VHS WIN Block
WEAKNESSES Limited World Language offerings Library/media center unstaffed One Wellness teacher for required course and 670 students Large class sizes in grade 5	THREATS Alignment of World Language Offerings with High School Large class sizes in grade 5 Increased class sizes in electives Students being shut out of electives

Investment Requests:

- Grade 5 Teacher**
- Health & Wellness Teacher***
- Media Clerk

Profile of Miscoe:

- Staff: 114 (51 Faculty)
- One special ed teacher per grade plus 2 for small group
- Two teachers per elective except for wellness and chorus
- Students: 670
- Scheduling: Six-day cycle with rotating classes

****Grade 5 Teacher:**

5th Grade Teachers (6):
 ELA: 4 Sections of 29+
 Science: 4 Sections of 29+

5th Grade Teachers (7):
 ELA: 4 Sections of 22
 Science: 4 Sections of 22

***Added 1 Section of ELA and Science to bring 2 sections of each class down to 20-22 students. Remaining sections are 27+

*****Health & Wellness Teacher**

One Health Teacher :
 Schedule Limitations for Grades 5 – 8
 ‘Ripple Effect’ on Class Sizes of other Electives
 Students Boxed out of Electives

Two Health Teachers:
 Consistent class sizes for all electives in all grades
 Curriculum Partner
 Greater access to new course offerings: Mindfulness & Self-Care

Future Planning:

- IIC Tech Coordinator
- Librarian/Media Specialist
- **Capital Improvement Plans**
 - Stage floor
 - Lower gym floor
 - Use of courtyard as instructional space
 - Instructional supply storage

Phil DeZutter asked about the number of students in Miscoe. There are 670 students this year and estimate the enrollment will go down by 30 students next year. It was noted it is difficult to switch teachers around but Phil DeZutter commented it

may be an opportunity to re-balance the system. Dr. Cohen noted staff has already been reduced and aligned but they are looking at opportunities.

Elementary School Budget Presentation: Ms. Wendy Bell and Mrs. Janice Gallagher
 Theme of the School: We Empower All Students to Thrive

- Throughout the 2021 school year, we will develop and implement tiered support and intervention in order to promote the social, emotional, academic, and behavioral success of all students.
- Throughout the 2021-2022 school year, in order to increase student engagement, academic achievement and confidence in math, all K-4 teachers will fully implement the Elementary School Bridges Math Program and ST Math application
- Throughout the 2021-2022 school year, we will advance the Portrait of a Learner competencies at the elementary level to create opportunities for all learners to thrive.

Showed pictures of students at school with a description of what the students are working on

Understand: Diagnostics: iReady, Panorama, Thrively Strengths Assessment
 Support: Instructional Coaching focused on math practices and implementation of Bridges, Understanding and designing systems of support
 Engage: Utilizing inclusive practices, providing just in time supports, software that engages students

Return on investments:

- Data management for reading, math, and SEL
- Elevating consistent instructional practices
- Ability to work with students in small groups

Program Efficiencies and Savings:

- iPads for all students preK-4
- Reallocated one fourth grade teacher from Clough to Memorial
- Grant funding for FUNdations Kits K-2
- Grant funding for ST Math
- PTO funding of guided reading sets for our book room

<p>STRENGTHS Talented and dedicated staff Beautiful buildings Positive and collaborative cultures Parent collaboration and support Common assessments Strong focus on SEL Implementation of Bridges Math Curriculum</p>	<p>OPPORTUNITIES Increase collaboration with community partners Shared resources and personnel across both elementary schools</p>
<p>WEAKNESSES Limited personnel for school safety and crisis management Staff attrition due to budget uncertainty High class sizes</p>	<p>THREATS Lack of funding could result in more loss of staff and ability to meet needs of all learners Impact of uncertain budgets on staffing, resources and culture</p>

Investment Requests:

- Fourth grade teacher at Clough, shift of staff at Memorial from fourth to third to address class size (\$55,000)
- Assistant Principal (\$90,000-\$100,000) – this was explained how there are difficulties in the buildings and only one principal can do so much. This position would be split between the 2 buildings.
- Instructional Coach (\$75,000)
- Additional School Counselor (\$55,000)

Future Planning

- Special Education Teacher (\$55,000)
- TEAM Chair- (\$55,000 possible savings by consolidating and making building TEAM chair Prek-4)
- ELL Teacher (\$55,000)

Sean Nicholson asked about increasing collaboration with communities. It was commented the staff is reaching out to community members to assist with lunch and recess monitors; looking for more volunteers to have people come in to discuss what they do for a living and help the students connect to the real world.

There was additional discussion in regards to what the administration does on a day-to-day basis and how there are more students in crisis mode.

Lastly, there was a discussion about English learners and how the number of students has increased

VI. SCHOOL COMMITTEE SUBCOMMITTEE UPDATES

Budget Subcommittee: Sean Nicholson stated the next Budget Subcommittee meeting is next Monday, 2/14. The budget Jay presented is a good update for what the committee has been working on.

Policy Subcommittee: Vikki Ludwigson stated the Policy Subcommittee met this evening and review policies. If any policies need to be amended, it will be brought to the School Committee. There may be a need for additional policy meeting since mask mandate from DESE ends on February 28.

VII. OLD BUSINESS

Second Review of District Calendar 2022-2023 Draft

The School Committee received the second draft of 2022-2023 school calendar. School Committee has no comments

Approval of the 2022-2023 District Calendar

MOTION: On a motion of Sean Nicholson, seconded by Erick Brown, to approve the 2022-2034 District Calendar.

VOTED: Unanimously

VIII. NEW BUSINESS

Contract with Non-Union Personnel

Approval of the Contract with Jay Byers, Business Director

MOTION: On a motion of Sean Nicholson, seconded by Dorothy, to approve Jay Byer's contract as discussed

VOTED: Unanimously

IX. Other Matters Not Anticipated by The Committee Within 48 Hours of the Posted Meeting

X. CORRESPONDENCE

XI. FUTURE AGENDA ITEMS

XII. ADJOURNMENT

MOTION: On motion of Kerry Laurence execute session: , seconded by Vikki Laurence to adjourn

VOTED:

Sean Nicholson, yes

Erick Brown, yes

Vikki Ludwigson, yes

Kerry Laurence, yes

Phil DeZutter, yes

Dorothy Scally, yes

Meeting adjourned at 9:06 p.m.
Minutes by Kelly McElreath