

**MAYNARD PUBLIC SCHOOLS
MINUTES OF SCHOOL COMMITTEE MEETING
FOWLER SCHOOL LIBRARY
DECEMBER 1, 2016**

Present: Dawn Capello, Justin Hemm, Jamal De Vita, Mary Mertsch, Bethlyn Houlihan
Administrators: Robert J. Gerardi, Jr., Superintendent; Michelle Resendes, Business Advisor,
Jennifer Gaudet, Assistant Superintendent

Meeting called to order at 7:00 p.m.

Minutes

A motion was made by Mr. Hemm to accept the minutes of November 10, 2016. 2nd by Dr. De Vita. The motion passed 5-0.

Chairperson's Report

Ms. Capello spoke of how busy the committee is this time of the year. There are many sub-committee meetings going on and there was a recent meeting with the selectmen. The WAVM Beacon Telethon is scheduled for December 9-11. Our students do an amazing job raising funds for the Beacon Santa.

Superintendent's Report

Dr. Gerardi reported on the MHS football team going to the D4 Superbowl this weekend. The MHS TV production teacher, Mr. Ogden's students placed honorable mention in a recent video. These links are posted on our website and our Facebook page.

Student Representative Report

Janal Carr and Olivia Palmer reported this week. Janal reported that the football game this Saturday is at Worcester State University at noon. Telethon events are being planned. Also, Peter and the Starcatcher Play has begun rehearsals. The High School recently held Spirit week. Olivia reported that the concert chorus and band holiday events are coming up. There was a recent social media issue at MHS. This was addressed well by the Assistant Principal. There is a can food drive coming up. Ms. Houlihan loves hearing about all the activities at MHS. She would like to hear about what they are learning in the classroom now. Could the students report on this at a future meeting?

Citizens Comments

None

Service Learning Travel Plans

Jennifer Adams is a Spanish Teacher at the High School and updated the committee on her proposal to have a school trip to Guatemala from March 26 to April 2, 2017.

Over the summer, she along with Global Goods founder Jackie Rodgers and an MHS student went to visit Guatemala.

Ms. Adams had a recent meeting with parents and students interested in the trip. As they are in the early stages of planning, 7-9 so far are interested. These students will plan and implement the trip and be able to use Spanish in the real world. They hope to make a difference in the education of Guatemalan students. They will be staying in Antigua. The cost of the trip is \$2,335.00 plus \$95. for insurance.

Ms. Gaudet said we hope to have financial assistance through the exchange program.

Under School Committee Policy #651, the Superintendent has the authority to approve the trip with notification to the school committee.

Budget Data

FY18 fixed increase budget with contractual obligations was presented. 6.25% increase.

Budget analysis and the impact were reported. The chart identified fixed costs each as well as level service budgets and growth budgets requested. With the subtraction of level service budget requests from the actual budget increases, a shortfall over 4 years of 7.21% for an average shortfall of 1.8% per year.

Ms. Mertsch commented that she and Ms. Capello are on the budget sub-committee and wanted to state that they are looking hard at the budget and made hard decisions last year. They are looking at administrative costs. They did research and found problems with town coding. There was a meeting November 30 with the town administrator and he stated that the health care costs will rise 10%. We can only increase taxes so much. It is a difficult year.

Ms. Capello shared that she is glad that people are coming to meetings and sharing on social media. We are in a normal part of our budget process. We also have three contracts to negotiate this year.

Principal School Council Presentation

Ms. Gaudet introduced the school principals and their school council representatives to present what is necessary for the growth and development of their buildings.

Green Meadow School

Principal Dankner said their process was thoughtful and focused on what are the student's needs. Their conversations were focused on academics and core values. Their priorities are:

- Staffing
 - Essential
 - Reduce grade 1 class size
 - Add adjustment or Guidance counselor

- Add special educator to enhance inclusion
 - Important
 - Add .5 math coach
 - Add Math paraprofessional
 - Add Second-grade teacher
 - Restoring specialists to ensure five specials weekly
 - Restore Library to full time
 - Adding .8 world language
 - Nice to have
 - Add .5 Tech integration specialist
- Expenses
 - Chromebooks 25 Chromebooks in each pod
 - 2 interactive projectors for art and music room
 - Increase leveled library budget
 - Increase supply budget
- Capital
 - Wall to separate substantially separate from the preschool classroom.
 - Replace Student furniture

Fowler School

- Staffing
 - Critical
 - Restore two full-time guidance counselor
 - Add .5 math coach
 - Add 5 teacher leader stipends for data coaches
 - Important
 - Restore PE staff to FY16 levels
 - Add Engineering teacher
 - Add Special Educator for immersion support
- Expenses
 - 5 computer carts with 25 Chromebooks each

High School-

- Staffing
 - Highest priority
 - Restore full-time assistant principal
 - Restore AD stipend
 - Add .4 Word Language
 - Add .6 Computer Science
 - Add .4 Economics and accounting

- Retain current guidance staffing
- Add WAVM Teacher in FY19
- Expenses
 - Increase Instrument repair line by \$8,000-10,000
- Capital
 - Doorways that need to go in to connect WAVM to big classroom space
 - WAVM Electronic needs
 - WAVM Lighting Grid
 - Purchase 15 passenger van

Budget submission

The letter should be finalized by December 15.

Central Office Relocation

Ms. Resendes presented the final drawings to the committee. After reviewing the quotes and noting that we looked at modular, rental spaces, purchasing a home, and space at MHS, the fiscally responsible option is #1. We can cover the cost this year with school choice funds. We do not have to go to the town or disturb what we have in place.

Earlier in the evening Dr. Gerardi, Mr. Gobron, Ms. Capello and Mr. Hemm toured the school and noted that is not practical to move upstairs. Unused or underutilized areas were identified earlier and this is the most responsible choice.

A motion was made by Dr. De Vita to accept the central office relocation plan #1 in the student services area as constituted by the architect. 2nd by Mr. Hemm. Motion passed 5-0

AVC Quarterly Report

The Assabet Valley Collaborative Quarterly Report was presented by Dr. Gerardi. One of their major priorities and challenges is the relocation of their central office. Also, Special Education transportation contract exploration.

Policies 1st Reading

#642 Drug-Free Workplace

#643 Alcohol, Tobacco & Drug Use by Students Prohibited

#644 Teaching About Alcohol, Tobacco & Drugs

Citizen's Comments

None

Members Comments/Questions

Ms. Houlihan recently attended the ALICE training in Pepperell, MA. She is happy that Maynard has already done the training.

Mr. Hemm stated his high school recently hosted a group of 130 students from California.

Mr. Hemm stated the Teacher Negotiation IBB training is complete and the paraprofessional negotiations have reopened.

Jessica Minahan will have an event on Wednesday, December 14, 2016 to present Strategies For Students With Anxiety. The event will be between 7:00 pm and 9:00 pm at RJ Grey Junior High Auditorium in Acton.

Ms. Capello recently spoke to Ms. Gaudet on mindfulness and Makerspace.

Dawn – talked to Jennifer mindfulness and maker spaces.

Justin Jamal 9:01 pm

A motion was made by Mr. Hemm to adjourn the meeting by roll call vote at 9:01 p.m. without the intent to return to open session. Second by Dr. De Vita. Motion passed 5-0.

Respectfully submitted,

Colleen Moore

Administrative Assistant to the Superintendent