

MAYNARD PUBLIC SCHOOLS
MINUTES OF SCHOOL COMMITTEE MEETING
Town Building – Michael J. Gianotis Meeting Room (No. 201)
July 11, 2019
7:00 p.m.

Present: Bethlyn Houlihan, Maro Hogan, Mary Brannelly, Lydia Clancy, Natasha Rivera
Administrators: Jennifer Gaudet, Assistant Superintendent; Michelle Resendes,
Business Manager

The meeting was called to order at 7pm.

Committee Reorganization

Ms. Branley nominated Bethlyn Houlihan as School Committee Chairperson.
There was discussion about making sure the chair delegates duties, and work together
with the board to better facilitate all areas. All information should be funneled through
the chair rather than individual School Committee members.

Ms. Houlihan agreed to continue as chair.

Ms. Hogan seconded the motion. Motion passed 5-0

Ms. Hogan nominated Natasha Rivera as vice-chair. Ms. Clancy seconded.
Motion passed 5-0

The following SC members were appointed to the following subcommittees.
Budget Committee - Mary Brannelly and Lydia Clancy
Policy Sub Committee - Lydia Clancy and Bethlynn Houlihan
SEPAAC Sub Committee - Natasha Rivera and Maro Hogan

Other appointments will wait until after their Goals and Priorities workshop in August.

Green Meadow Update

Ms. Clancy noted that there was a recent meeting between the Town, School District
and the new project manager Bill Goddard. He was optimistic that work would be done
by his August 9th goal barring any unforeseen issues.

Michelle Resendes said that due to the amount of demolition in the K wing, other
updates were now required according to building code. The electrical estimate had now
gone from \$5,500 to \$43,000. Due to the increase cost, 3 quotes were solicited. The
installed LED lighting did qualify for a \$50 rebate per fixture.

Ms. Clancy said that construction was progressing, fogging equipment was purchased.
The ceiling tiles would be installed last after fogging was complete. The MOU was still

being worked on. The new Facilities person would be 75% Schools /25% Town. They agreed that for maintenance, the 5' perimeter around the building would belong to the School Department, the rest belonged to the Town.

Jennifer Gaudet said that a list of items that needed to be done would be made for the new Facility Director to work on. The status of this list would be monitored. Its position split would be task focused, 75% of the positions tasks would be school based.

Ms. Resendes mentioned that the teachers union should be included in one of the upcoming walk-thrus of the building. She also felt more comfortable having August 19th be the date that teachers could get in. They were waiting for the estimate from the fire alarm company. The Fire Department and inspectors had gone through the building.

There was discussion about the possibility of changing the start date of the school year and the significant impact that would have. This would only impact PreK and Kindergarten, the rest of the building would not be impacted and would start on time. A decision on any date change would be made before the end of July.

Ms. Gaudet said she would be sending out a status update to families, and summer program families as requested by the GMFC.

Ms. Resendes noted that Kyle Brainard thought that the community cleanup event was a great idea. She asked if the Green Meadow Future Committee would be organizing the cleanup.

A Para from the audience asked if they could include the courtyard preschool playground in the cleanup.

Ms. Resendes said they have been working on training materials for SchoolDude and hoped to train custodians sometime during their busy summer schedule. Staff training might take place on their first day back.

Ms. Rivera met with Stephen Woicik about the website. He created a new homepage for the Green Meadow Future Committee. They would be moving all the documents from the current website to the new school website. GM Principals would then be able to post information and send out communications. The old GMFC website will not redirect to the new one.

Megan asked if a narrative would go on the website informing parents what had occurred and what was done.

It was discussed and they wanted to think towards the future, all past documents would still be there for anyone to view.

Reserve Fund Transfers

The 3rd transfer request need the Chair's signature and it would be going to the Board of Selectmen on Tuesday, then to FinCom on July 22nd. Ms. Resendes would have the 4th transfer request completed by July 18th. The estimated amount at this time is approximately \$609,000

Town Accountant Mike Guzzo said the last (4th) transfer would need the SC Chairs signature, then it would go directly to FinCom on July 22nd. It would not go to the Board of Selectmen.

Ms. Houlihan signed transfer request #3.

Interim and Superintendent Search Update

Ms. Brannelly said that the Interim Superintendent job was posted last Wednesday with a deadline of 7/12/19. The Interim Search Committee had 7 members, Maro Hogan, Jennifer Gaudet, Carol Gahan, Michelle Resendes, Mike Waldron, Dave Gavin and herself. Their first meeting was on Monday 7/15 to decide what candidates to interview. They were hoping to hire someone by August 1st.

Ms. Houlihan asked if weekly updates could be sent to community.

It was agreed to seek out the 3 major organizations that assist with hiring a permanent superintendent, get costs and what was included in the price, and what would cost additional. Ms. Brannelly agreed to create a spreadsheet with the information. She noted that NESDEC would give a discount since Maynard used them in the past.

Ms. Gaudet suggested that the new permanent superintendent should attend the MASS Superintendent Induction Program which cost about \$45,000.

On Boarding of Interim Principal for Green Meadow

Ms. Rivera said that Tim McGillicuddy, the new Green Meadow principal would be available to meet staff around August 15th.

Ms. Gaudet was meeting with him tomorrow and would know more about his availability at that time. He would also be attending their leadership meetings in mid August.

Citizen's Comments

Larry Shultz, member of the Green Committee, noted that Earth Day 2020 would be kicking off the year long 150th year celebration of Maynard. They would like student artwork about the earth and climate change to be posted around town to promote the sense of earth day in the community. There will also be a poetry competition. They would start approaching schools to explain their concept, and will have student liaisons.

Ms. Brannelly suggested going before the Maynard Business Alliance, the Maynard Art Walk was the same weekend.

A parent questioned a late school start possibility. Parents would rather have notification early to know that there was a chance, but then set a timeline of when decisions would be made. Especially since many Kindergarten parents would be new to the system.

Ms. Gaudet said that they could post notifications, which included social media where other groups could repost the information.

ClearGov Membership Considerations

Ms. Resendes explained that the Town subscription to use ClearGov last year, which was paid by a grant, was ending. When told the Schools would not be renewing, they offered it at a very reduced price offer. The School Committee had funds in their budget if they chose to use it for ClearGov, although it would use much of their budget. The program offered a lot of pieces, and projected our expenditures, it took a lot more information that wouldn't normally be on the Districts webpage.

Ms. Brannelly suggested using it for 1 year to see how much it was utilized. There could be a link on the website's home page.

Ms. Resendes would send SC a copy of their budget lines so they could plan.

School Committee Member Trainings – Highlights

Ms. Houlihan said committee members had completed several trainings, Charting the Course Orientation, Evaluations of Superintendent and Roles and Responsibilities. They had received some good tools about protocols and monitoring budgets. Goals and strategic planning would be on August 5th.

There were no other Citizen's Comments

Member's Comments

It was brought to Ms. Brannelly's attention that they needed to renew their membership to ALICE.

Ms. Resendes said that the membership she was referring to was no longer needed. Many staff members were trained as ALICE trainers and had access to the documents that membership had given them.

Ms. Clancy said that she continued to receive letters from various band members and parents and was not sure what they were asking for. She thought they had done as much as they could do at this point.

Ms. Gaudet stated that a .2 music person was hired. Communication would be going out to families in August because of the timing for the 2 music teachers to get together at some point during the summer. It would include information about strings.

Ms. Houlihan said she would be going away but would be able to work on the agenda remotely and would be back for the August 1st meeting.

Justine St. John sent information to Kate Hogan and Jamie Eldrige looking at the historical aid Maynard had gotten, as well as the sped and charter school assessments. We historically got more than \$200,000 but this year only recieved \$40,000.

Ms. Houlihan suggested it might be something that Ms. Resendes could discuss at a later meeting. These were huge drivers of the budget.

Ms. Gaudet added that we were in the middle of the State foundation formula review and that Maynard would likely not be helped by the changes they were talking about.

Ms. Resendes said that because of the size and demographic of Maynard we were at the tipping point and starting not to qualify for foundation aid.

Ms. Hogan thanked Emily St. John as the WAVM student assisting them. She asked Ms. Gaudet for the certifications requirements for Superintendent, some out of state applicants may not qualify.

Ms. Gaudet said she would put a document together that would identify what applicants were and were not qualified in Massachusetts.

Ms. Rivera noted that Mr. Wocik wanted to make sure when School Committee members sent out communications that things could not be deleted due to public access law. The default for notifications was thru the website first, then went out to other media outlets from there. She was still waiting for the Superintendent search proposal from HYA. She noted that there was a template that was given to staff with what questions should be asked which would cut down on questions.

Ms. Brannelly made a motion to move into executive session with no intent to return to open session.

Motion passed 5-0

Regular business meeting adjourned at 9:57pm

Respectfully submitted,

Colleen Andrade

Administrative Assistant to the Superintendent of Schools