

**North Adams Public Schools
School Committee Meeting
September 4, 2018**

MINUTES

The School Committee of the North Adams Public Schools met Tuesday, September 4, 2018, in the Office of the Superintendent, 37 Main Street, Suite 200, North Adams.

Members present

Mayor Thomas Bernard, chair
Heather Boulger, vice chair
Ian Bergeron
Karen Bond
Nicholas Fahey
James Holmes
Tara Jacobs

Also attending

Dr. Barbara Malkas, Superintendent
Carrie Burnett, Business Administrator
Andrew Callahan, Student Representative
Timothy Callahan, Principal, Drury High School
Kimberlee Chappell, Literacy/Title I Coordinator
Sandra Cote, Principal, Greylock Elementary School
Amy Meehan, Principal, Colegrove Park Elementary School
Nancy Rauscher, Administrative Assistant to the Superintendent
Kimberly Roberts-Morandi, Director of Curriculum, Instruction and Assessment
Thomas Simon, Director of Student Support Services
Carolyn Wallace, Principal, Brayton Elementary School
Tammy Daniels, iBerkshires

CALL TO ORDER

Chair Bernard called the meeting to order at 6:00 p.m.

HEARING OF VISITORS

There were no visitors to be heard.

The mission of the North Adams Public Schools is to help every child learn every day and empower all students to recognize and optimize their full potential.

READING AND APPROVAL OF RECORDS

A. Minutes of May 29, 2018, Public Hearing/School Committee meeting

The committee considered the minutes from the May 29, 2018 Public Hearing/School Committee meeting.

It was **moved** by vice chair Boulger and **seconded** by committee member Bond to approve the minutes of May 29, 2018.

Action #6106: minutes	
Ayes	7
Nays	0
Result	Motion carried

B. Minutes of June 5, 2018, special School Committee meeting

The committee considered the minutes from the June 5, 2018 School Committee meeting.

It was **moved** by vice chair Boulger and **seconded** by committee member Holmes to approve the minutes of June 5, 2018.

Action #6107: minutes	
Ayes	7
Nays	0
Result	Motion carried

C. Minutes of June 11, 2018, Public Hearing/School Committee meeting

The committee considered the minutes from the June 11, 2018 Public Hearing/School Committee meeting.

It was **moved** by vice chair Boulger and **seconded** by committee member Fahey to approve the minutes of June 11, 2018, Public Hearing/School Committee Meeting.

Action #6108: minutes	
Ayes	7
Nays	0
Result	Motion carried

D. Minutes of June 11, 2018, Special School Committee meeting

The committee considered the minutes from the June 11, 2018 Special School Committee meeting.

It was **moved** by vice chair Boulger and **seconded** by committee member Bergeron to approve the minutes of June 11, 2018, Special School Committee meeting.

Action #6109: minutes	
Ayes	7
Nays	0
Result	Motion carried

E. Balance sheet

Business Administrator Carrie Burnett reviewed the August 2018 balance sheet. Ms. Burnett indicated the report reflected accrued expenses, which is typical of an August report and would explain why the technology line appeared to be over-spent. Budget lines will be reconciled as part of closing out FY18 and aligning expenses with FY19. No action was required.

F. Personnel Report

Superintendent Malkas reviewed the personnel report, noting a high level of activity, including last minute departures, due to the start of the school year.

As part of her review of personnel changes, Superintendent Malkas introduced the new Brayton Elementary School Principal, Carolyn Wallace, as well as the new Administrative Assistant to the Superintendent, Nancy Rauscher.

Additionally, Superintendent Malkas noted the recent retirement of a school nurse. With this retirement, the Superintendent is assessing the North Adams Public Schools school nurse position. Superintendent Malkas indicated she is currently researching organizational practices and salaries for school nurses throughout districts in Massachusetts. Superintendent Malkas explained that she is working to detail the challenges faced by the North Adams Public Schools, including concerns with the current salary range relative to DESE licensure requirements. Superintendent Malkas stated that in the near future, she will be looking to propose to the School Committee, an organizational plan that makes North Adams Public Schools more competitive from a hiring perspective.

Committee member Jacobs suggested altering the personnel report going forward to highlight new hires.

It was **moved** by vice chair Boulger and **seconded** by committee member Bond to place the personnel report on file.

Action #6110: personnel report	
Ayes	7
Nays	0
Result	Motion carried

REPORT OF THE SUPERINTENDENT OF SCHOOLS

A. School Opening

Superintendent Malkas thanked School Committee chair Bernard, vice chair Boulger, and members Holmes and Jacobs, for participating in the district convocation on August 30th. Superintendent Malkas reviewed the highlights of the opening day for staff, which included presentations by guest speakers:

- Shirley Edgerton, a consultant and community activist, on the historical perspective of racism and poverty and the need for understanding cultural context to become “color brave” and
- Gwendolyn Van Sant, the Executive Director of Multicultural Bridge, on the “Not in Our County” community awareness campaign to stop hate, address bullying, and build safe and inclusive communities for all.

Chair Bernard thanked Superintendent Malkas for her District Convocation keynote address.

Superintendent Malkas noted additional Professional Development took place on August 30 and 31, with a successful first day of school on September 4. A highlight from the first day of school included coverage of Greylock Elementary School by Albany affiliate ABCnews10.

Each of the principals concurred that their first day of schools went smoothly for students and staff alike and were excited for the upcoming school year.

B. Employee Handbook

Superintendent Malkas underscored the changes and updates to the draft 2018-2019 Employee Handbook, including the addition of language citing the Pregnant Workers Fairness Act, social media policy, and wellness policy.

It was **moved** by committee member Bergeron and **seconded** by committee member Holmes to approve the 2018-2019 Employee Handbook.

Action #6111: employee handbook	
Ayes	7
Nays	0
Result	Motion carried

C. Parent Orientation

Superintendent Malkas shared the schedule for the upcoming Parent/Guardian Orientation. She noted that the Elementary Schools would be hosting their events on Thursday, September 13, from 6:00 to 7:30, and that Drury High School would host their open house on Thursday, September 20, from 6:00 to 8:00. Superintendent Malkas shared that there would be a meeting for senior students and their parents/guardians at 5:30 on September 20.

It was **moved** by vice chair Boulger and **seconded** by committee member Jacobs to file the Parent Orientation announcement.

Action #6112: parent orientation	
Ayes	7
Nays	0
Result	Motion carried

D. Annual Report

Superintendent Malkas referenced the draft FY18 Annual Report. The Superintendent noted the same format has been followed as from previous years with updated information including student enrollment and graduation numbers, summer programs, and special programs associated with grants and/or the focus of each school. Superintendent Malkas noted that preparing the report is a highly collaborative effort, with contributions from administrators, faculty, and staff throughout the district.

Vice chair Boulger thanked everyone who worked on the annual report. She acknowledged all the work of the superintendent, administrators, teachers and staff, to provide the overview for the annual report, noting it is a reflection of all the hard work and opportunities the district has to offer.

It was **moved** by committee member Fahey and **seconded** by vice chair Boulger to file the Annual Report.

Action #6113: Annual Report	
Ayes	7
Nays	0
Result	Motion carried

E. District Review

Superintendent Malkas provided an overview on the upcoming DESE District Review scheduled for an on-site visit on October 22, 2018. The Superintendent explained that the review centers on six areas:

- Leadership and Governance
- Curriculum and Instruction
- Assessment
- Human Resources and Professional Development
- Student Support, and
- Financial and Asset Management

Superintendent Malkas indicated that the School Committee needs to contribute to the completion of the “Governance” and “Financial” components of the self-assessment for the review. As the self-assessment is due by October 10, the School Committee will need to establish a special meeting date to compile their input.

Chair Bernard asked if there would be an opportunity for a public format to report out the findings of the DESE review. Superintendent Malkas indicated that initial findings would be shared with a more comprehensive draft report to be provided by DESE in six to eighteen months.

It was **moved** by vice chair Boulger and **seconded** by committee member Bergeron to schedule a Special School Committee Meeting on Tuesday, September 18, at 6:00.

Action #6114: Special School Committee Meeting	
Ayes	7
Nays	0
Result	Motion carried

NEW BUSINESS

A. \$6,000 Contribution from General Dynamics

Superintendent Malkas announced the corporate contribution from General Dynamics Mission Systems, initiated by Mr. Joseph Johnson in support of STEAM activities and programs for elementary, middle, and high school students at North Adams Public Schools. Director of Curriculum, Instruction, and Assessment Kim Roberts-Morandi noted that the gift is slated to be divided among three teachers, with \$4,000 to Drury High School, and \$2,000 in support of STEM/consumables and durables. She noted that this type of offer embraces STEM and STEAM and increases the material retention of students.

It was **moved** by vice chair Boulger and **seconded** by committee member Fahey to accept the gift of \$6,000 from General Dynamics.

Action #6115: Gift Acceptance	
Ayes	7
Nays	0
Result	Motion carried

REMARKS FOR THE GOOD OF THE COMMITTEE

Superintendent Malkas introduced the new student representative to the School Committee, Andrew Callahan.

Superintendent Malkas noted that the District is participating in the Sandy Hook Promise *Start with Hello* week. A component of *Start with Hello* week is a walk to school day for the elementary schools.

As an extension of the walk to school day program, committee member Jacobs noted there is an effort to survey safe routes to school to get a sense of how to make routes even better.

Committee member Jacobs encouraged community advocacy and awareness around the need for increased Chapter 70 funding.

Committee member Holmes thanked the Facilities Director Matt Neville and his crew for all their great work over the summer.

Chair Bernard also welcomed Principal Carolyn Wallace, Nancy Rauscher, and Andrew Callahan.

ADJOURNMENT

Chair Bernard indicated that there was no more business to come before the committee.

It was **moved** by vice chair Boulger and **seconded** by committee member Holmes to adjourn the meeting.

Ayes	7
Nays	0
Result	Motion carried

The meeting adjourned at 6:52 p.m.

Respectfully submitted,

Nancy Rauscher
Administrative Assistant
/nr