

**MAYNARD PUBLIC SCHOOLS  
MINUTES OF SCHOOL COMMITTEE MEETING  
FOWLER SCHOOL LIBRARY  
September 26, 2019**

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

Meeting Called to Order at 7:04

Brian Sanders indicated that he was recording.

**Approval of Prior Meeting Minutes**

Ms. Brannelly motioned to approve the minutes from July 3, 2019.

Ms. Clancy seconded the motion. **Motion passed 5-0**

**Chairperson's Report**

The National Honor Society induction ceremony was coming up. Ms. Houlihan read a letter from Jeff Swanberg, Maynard Cultural Council, thanking School Committee for the citation awarded him at the May Town Meeting. School Committee requested to be added to all school communication distribution lists.

**Student Representative Report**

Tahal Siddiqui

Students had an ALICE drill which went well. Have had class assembly's. Homecoming was being planned. First NHS service project will begin shortly, reorganizing the library. WAVM raffle tickets are due tomorrow. Football game with the Pep Band was last week. Student Advisories have started, as well as student clubs.

**Superintendent Report**

All schools had their curriculum nights. MHS will be off their turn-around plan because of their MCAS scores. MHS is planning an 8th grade parent night October 16th. Crisis team has met and drafted a template for all 3 schools to use in the case of a student or staff emergency. 2nd annual Girls in engineering workshop will be 12/7, more information to come. Chorus and strings are running as a before school option. FS staff having weekly data meetings. Many district administrators attended a workshop on the Massachusetts Tiered system of support, which will help students on many levels.

**Special Guests Rep. Kate Hogan & Sen. Jamie Eldridge - Unique Challenges of Maynard Presentation**

Ms. Brannelly gave a presentation. The existing Foundation Budget formula is outdated. Maynard's state funding has declined due to this and receives less per student than surrounding towns. Charter school enrollment for Maynard students is up, causing more of Maynard money to follow those students. Assabet enrollment is also up, Maynard is assessed per student.

Senator Eldridge and Representative Hogan spoke about the changes in state aid to school districts. They passed out a fact sheet about the Student Opportunity Act dated September 19, 2019 and Student Opportunity Act Question and Answer handout. This new formula has begun this year and will be implemented gradually over 7 years and will provide more state aid to districts who need it. Special Ed transportation (in district and out of district) will be an item that can be claimed starting next year which will benefit Maynard.

Representative Hogan stated that Green Meadow would be receiving \$60,000 for their library. She highlighted some of the state aid that Maynard would be receiving this year.

### **Citizens' Comments**

Jen Kranack commented on her experiences at GM as a special ed parent, and concerns that special ed para's are cut when budget cuts are needed.

Jessica O'Toole thanked Sen. Eldridge for sponsoring H3911, an act to ensure representation of SEPAC on School Committee's so they have a say in policy and budget. She noted that GM parents had mentioned students not receiving all IEP services, that there was an open teacher position, and didn't receive any notification about this. Ms. Rickson stated that a special ed teacher had been hired and would be starting next week.

Brian Sanders asked if there was a protocol for response times from administrators. He noted that 60% of the 4th grade math MCAS scores were below expectation.

Ms. Gaudet said they were aware of the areas that needed work. There were some gains made in MCAS. MCAS data would be presented at the next School Committee meeting in more depth.

### **WAVM Student Presentation**

Patrick O'Neil, Emily Olsen, Owen Thayer, Zack St. John, Talal Siddiqui - WAVM CEO's. WAVM is a student run radio and TV station that films events and meetings, provide AV support for district and events. The radio station started in 1974, TV station started in 1982, 40 hr live telethon to benefit the Beacon Santa Fund started in 1978. The WAVM structure was as follows: Teacher, Mr. Minasian, oversees the program; student CEO's; department heads; tech staff. This year's goal was to reorganize. They've established student run management teams dedicated to specific functions. Organized email lists and have started incorporating Google Classroom. Created a manual "How To WAVM" that described tasks that students can learn. Have created a color coded master schedule to keep track of events in production.

Ms. Clancy read a letter from a former MHS WAVM student James Lally in which he talked about the positive impact WAVM had on him and his career.

Ms. Gaudet added that WAVM was the cable access channel for the Town of Maynard, where other towns had their own cable access group which was not student run. Without

the work of the after school WAVM program, the Ch. 74 in-school program would not have been possible.

### **Assabet Valley and CASE Collaborative Board Member Recommendations**

Ms. Rickson noted that Maynard belonged to 2 collaboratives, the Assabet Valley and CASE collaboratives.

Ms. Brannelly made a motion to nominate Mary Jane Rickson as the Maynard representative to the Assabet Valley Board of Directors.

Ms. Clancy seconded the motion.

**Motion passed 5-0.**

Ms. Brannelly made a motion to nominate Mary Jane Rickson as the Maynard Representative to the CASE Collaborative Board of Directors.

Ms. Clancy seconded the motion.

**Motion passed 5-0.**

### **Student Activities**

Each year the School Committee had to approve the Student Activity Accounts. These accounts represent the groups/clubs that the students ran and collected funds for at MHS and FS (play, yearbook, NHS, etc.). School Committee just had to vote on the approval that they exist and allow them to continue. Principals worked in conjunction with the Town Treasurer

Ms. Hogan made a motion to approve all 2019-2020 Fowler Middle School and Maynard High School Student Activity accounts in accordance with Mass General Laws Chapter 71, Section 47.

Ms. Rivera seconded the motion

**Motion passed 5-0.**

### **Superintendent Search:, and 2. Focus groups**

The letter inviting candidates to apply had gone out. School Committee had to vote on the demographics of the focus groups. The schedule would be on the website under Superintendent Search. Dates of focus groups were October 15 and 17. All Mayard residents were welcome and encouraged to participate in a focus group session.

Ms. Brannelly made a motion to accept the schedule as Ms. Clancy has put forth.

Ms. Hogan seconded the motion.

**Motion passed 5-0.**

### **Constituencies for Screening Committee**

School Committee needed to determine what the constituencies were and how they would be selected for the search committee. She read the letter that would go out describing the selection of the screening committee.

Ms. Clancy proposed the following constituencies be represented on screening committee:

Central Office	1
Principal	1
Teachers (one from each school)	3
Support Staff	1
Public Officials (FinCom or Selectman is suggested)	1
SEPAC	1
ELL	1
Senior Citizens	1
Parents (one from each school & one OOD)	4
Maynard Business Alliance	1
Students (current or alumni?)	1
School Committee members	<u>2</u>
Total	18

11-13 people were recommended for the Search Committee, people could belong to more than 1 group. It was suggested using a current student, not alumni.

Ms. Brannelly made a motion to accept Ms. Clancy's template of the makeup of the Superintendent Screening Committee with the 1 change of student being current vs. alumni. Ms. Hogan seconded the motion.

**Motion passed 5-0.**

Ms. Clancy suggested that the constituencies to select their own representatives be: Teachers, Support Staff, Public Officials, SEPAC, Maynard Business Alliance, and the School Committee. They would know who would best represent their group. Constituency representatives that would be selected from letters of interest: Central Office, Principal, ELL, Senior Citizen, Parents, and Student.

After discussion, the School Committee felt they would like both Jennifer Gaudet and Michelle Resendes to be on the screening committee for the Central Office constituency and remove the Maynard Business Alliance from the list.

Ms. Brannelly made a motion to reconsider the vote on Superintendent Screening Committee template. Ms. Rivera seconded the motion. **Motion passed 5-0.**

Ms. Brannelly made a new motion to accept the Superintendent Screening Committee with the change of having 2 Central Office people, and remove Maynard Business Alliance, with the student being a current student, not alumni.

Ms. Hogan second the motion.

**Motion passed 5-0.**

Ms. Brannelly made a motion to have the constituencies to select their own representative be Teachers, Support Staff, Public Officials, SEPAC, ELL, School Committee and Central Office; and the constituencies to be selected from letters of interest be Principal, Senior Citizen, Parents, and Student; and would like to reiterate that the School Committee would

like the Central Office people to be Michelle Resendes and either Jennifer Gaudet or Charles Gobron.

Ms. Rivera second the motion

**Motion passed 5-0.**

The superintendent survey link would go live on 10/11 and be taken down 10/21 at noon. Anyone would be able to access the link and submit the survey. It will be emailed, in school newsletters and posted on the website.

### **Nature's Classroom Field Trip - October 7-11, 2019**

Ms. Brannelly made a motion to approve the Fowler School's Grade 7 overnight field trip to Nature's Classroom in Groton MA from October 7 – 11, 2019.

Ms. Rivera seconded the motion.

**Motion passed 5-0.**

### **Green Meadow Update**

The Town Administrator will be sending out the RFQ for a full envelope study of Green Meadow, which would include the full exterior of the building, including the roof. The School Committee is asked to take a vote on what the RFQ should include, which the BOS will then consider at their next meeting.

Ms. Houlihan read a letter from Josh Morse which supported the RFQ going out as soon as possible with the focus on the entire roof. Continuing with analysis on the remainder of the exterior (walls, doors, windows, etc) would be a second step. He assumed that if staff was reporting building issues to the GMFC, he assumed they were also reporting the issues to their building supervisors.

Ms. Brannelly made a motion that we request a RFQ of the Board of Selectmen to do a study on the full roof of the Green Meadow elementary school with the priority of the PreK-Kindergarten wing.

Dave Kijger wanted to clarify that they would need to have a study of the whole roof, and should make that clear, to ensure it is not misinterpreted and not done in its entirety.

Ms. Brannelly amended the motion to remove wording "with the priority of the PreK-Kindergarten wing".

Ms. Hogan second the motion.

Ms. Clancy's understanding from last night's meeting was the BOS wanted a study of the full roof but wanted it in phases, and with the caveat that the rest of the envelope study could be done at a later time.

Ms. Resendes stated that the original RFQ was worded to study the whole roof at one time, but break down the costs of the different sections of roof so the Town could look at different costs of repairing the roof and decide how to move forward.

Houlihan suggested voting then allow the operations people make it happen.

Vote: 4 approved, 0 Opposed, 1 abstained (Lydia Clancy)

**Motion passed.**

Dave Kijger, GMFC, commented that some items from the list of concerns were not addressed yet. Some univents were still not working and classrooms may not have enough air circulation.

Ms. Houlihan suggested that should be brought up with Ms. Rickson so operations could take care of it, that there was a process now in place.

Ms. Resendes noted that during a walk thru with GMFC after a meeting, there were some issues with several vents, and the GMFC knew that parts had been ordered and repairs were scheduled for the 27th. All the items were updated in SchoolDude. Teachers were able to enter tickets or go to the Principal. The cafe intake fan was not on and usually wasn't until the heat was because it made the building colder. If someone was not sure if something is working, it should be entered into SchoolDude.

#### **New pilot program Superintendent Evaluation**

The new evaluation program would need a vote if the school committee wanted to be a part of the pilot. Ms. Houlihan suggested tabling this item to the next meeting.

#### **Citizens' Comments**

Citizens comments included how much they enjoyed the WAVM presentation and how it brought back memories, liked the new agenda with time notations, and asking that a clear communication policy be put in place for timely replies.

#### **Members Comments Chairperson**

ClearGov was not yet linked on the website. The initial letter from the School Committee for the budget to go to the Town will go out October 31st. Principals have been asked to submit their budget requests. Some broken school web links on the Town Website have been fixed. Ms. Rickson was invited to the next SEPAC Collaboration meeting.

Ms. Clancy made a motion to adjourn. Ms. Brannelly seconded the motion.

**Motion passed 5-0.**

Meeting adjourned at 10:58.

*Respectfully Submitted*

*Colleen Andrade*

*Administrative Assistant to the Superintendent of Schools*