

WHITMAN-HANSON REGIONAL SCHOOL COMMITTEE MEETING  
Minutes of August 24, 2016  
Held at the Whitman-Hanson Regional High School

Meeting convened: 7:02 p.m.

Meeting adjourned: 9:26 p.m.

Members present: Robert Hayes, Fred Small, Robert O'Brien, Jr., Daniel Cullity, Christopher Howard, Michael Jones, Steve Bois arrived at 8:00 p.m.

Members absent: Robert Trotta, Jr., Alexandria Taylor, Kevin Lynam

Administrators present: Dr. Ruth Gilbert-Whitner, Superintendent of Schools  
Dr. Patrick Dillon, Asst. Superintendent for Human Resources & Support Services  
Dr. John Queally, Administrator for Special Education and PPS  
Christine Suckow, Director of Business Services  
Chad Peters, Director of Technology Services

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Chair Hayes brought the meeting to order at 7:00 p.m. and announced the meeting was being recorded.

**APPROVAL OF MEETING MINUTES**

*June 8, 2016 School Committee meeting minutes*

**VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to approve the June 8, 2016 School Committee meeting minutes, as presented. The motion passed 5-0-1. Mr. O'Brien abstained.**

*July 13, 2016 School Committee meeting minutes*

**VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to approve the July 23, 2016 School Committee meeting minutes, as presented. The motion passed 5-0-1. Mr. O'Brien abstained.**

**SUPERINTENDENT'S REPORT**

*Attorney for the School Committee*

The Superintendent welcomed and introduced Attorneys James Toomey and Andrew Waugh of Murphy, Hesse, Toomey, and Lehane, LLC. Attorney Toomey is retiring after many years of service to the Whitman-Hanson Regional School District. A certificate of appreciation was presented to Attorney Toomey. Attorney Andrew Waugh will be the new attorney from Hesse, Toomey, and Lehane, taking Attorney Toomey's place. Both attorneys briefly spoke about their careers. Attorney Toomey also commended the responsibilities of the School Committee members and his appreciation for their work as volunteers.

*Monthly Publication for School Committee*

The Superintendent informed the Committee that the monthly LRP Publication "Board and Administrator" has been ordered as an additional resource for the School Committee.

*MASC/MASS Joint Conference*

The Superintendent announced that members interested in the November Conference have been registered and any other members interested in attending should contact Central Office to register.

*Food Service Administrative Review*

The Superintendent announced that the Food Service Administrative Review, conducted in April, is complete.

Some minor areas of the program needing improvement were identified and a corrective action plan was put forth and addressed. The next review is anticipated to occur in three to five years.

#### *MSBA Facilities Review*

The Superintendent notified the Committee that the Massachusetts School Building Authority (MSBA) anticipates performing a review of the facilities sometime in the near future to address the condition and up-keep of each school building within the District. MSBA facility reviews occur approximately every ten years. The last facilities review was in 2006, at which time the Maquan Elementary School was identified as having an excess of facility issues.

#### *Preparations for the 2016-2017 school year*

The Superintendent discussed preparations for 2016-2017 school year after an unusually busy summer, largely due to staff movement and several late resignation notices. The Superintendent reported a number of projects were completed over the summer, including the walkway and flagpole replacement at the High School. Construction on the tennis courts is also underway. New Teacher Orientation began August 22 and teachers report back to school on August 29. The first day of school for all students is August 31. Over the summer, several programs were held at the high school, middle schools, and Maquan School.

#### *DESE Pilot RADAR Program*

The Superintendent notified the Committee about the District's selection to participate in Department of Elementary and Secondary Education's (DESE) Resource Allocation and District Action Reports (RADAR) to support strategic planning and budget decision making for a viable strategic plan. The program complements the work already being done through the DESE Planning for Success program. The administration team will be analyzing data to help identify the district needs. The entire program is free through the DESE.

#### *Budget 2015-2016*

Christine Suckow, Director of Business Services, provided information about line item transfers to close-out the FY2015-2016 budget and a contribution to the OPEB (Other Post Employee Benefits) account.

Mrs. Suckow also reviewed the year-to-date anticipated revenue and expenditures reports and reported savings in utilities, due to a mild winter, and some savings in health insurance, due to staffing needs and reduced insurance costs. Mrs. Suckow explained that new hires are often hired at a lower salary level than veteran teachers. Mr. Dillon added that new hires have remained on their parents' health insurance due to their age bracket or are on single insurance plans as opposed to family plans.

Mrs. Suckow proposed a number of transfers to close out the FY2016 budget. Mrs. Suckow cited page 2 of the line item transfers for district-wide employee benefit/retirement to transfer \$100,000 to fund the OPEB account, which the District entered into last year. Currently, Plymouth County OPEB Trust (PCOT) is funding at \$3 million yield just over 2% last year. Eighteen communities are part of the trust, including the Whitman-Hanson Regional School District. Chair Hayes added that this was voted at the School Committee meeting that Plymouth County Treasurer, Tom O'Brien and auditors, reported that liability statements for benefits will be listed on financial statements in FY2018. Mrs. Suckow confirmed the WHRSD liability is just over \$55 million.

**VOTE: Mr. Small motioned; Mr. O'Brien seconded; voted to approve the line item transfers for the Final Closeout Transfers #3, as presented. The motion passed unanimously.**

Mrs. Suckow will report back once the Excess and Deficiency (E&D) Account is certified by the state at the end of October.

#### **OLD BUSINESS**

##### *Maquan School Roof Update*

Chair Hayes reported he attended Hanson Board of Selectmen's meeting on August 23, 2016 and announced

the Maquan School roof repair project is now complete. During the process of roof project, Gale Engineering reviewed the remaining roof and found some deficiencies. Subsequently, since the roof repair project came through under budget and on time, the findings could be addressed and repaired with the residual funding. Chair Hayes reported that the Hanson Board of Selectmen voted unanimously to approve a change order for the Maquan Elementary School, Hanson MA PCO #1 as follows:

Scope of work area B	\$2,320
Scope of work area C	5,196
Scope of work area D	12,812
Scope of work area E	1,362
Scope of work area F	23,149
Scope of work area G	30,420
<u>Scope of work area H</u>	<u>1,949</u>

Total cost of change order as presented: \$77,208.

Chair Hayes reported one section of the roof, which is a gravel-type, older roof over the gym area, appears to be satisfactory and without leak issues.

**VOTE: Mr. O'Brien motioned; Mr. Cullity seconded; voted to approve the Maquan Elementary School, Hanson MA PCO #1 as presented. The motion passed unanimously.**

*FY2016-2017 Budget*

Christine Suckow discussed anticipated additional revenue in state aid for the 2016-2017 budget. As a result of the anticipated state funding, the FY2017 budget will need to be re-certified. This will not affect the assessment to the towns.

Mrs. Suckow recommended the School Committee vote to recertify the FY2016-2017 budget. Dr. Whitner added that the additional funding proposal to increase per pupil minimum aid for students from \$20 to \$55 began with state representatives for the Whitman-Hanson Regional School District.

Mrs. Suckow reported on the anticipated amount of additional state funding totaling \$164,797.

Chapter 70	\$ 137,865
Charter School	(20,945)
<u>Transportation</u>	<u>47,877</u>
NET anticipated Increase	\$ 164,797

FY17 Voted Budget	\$ 46,914,344
<u>Add Anticipated Rev</u>	<u>164,797</u>
FY17 Adjusted Total Budget	\$ 47,079,141

**VOTE: Mr. O'Brien motioned; Mr. Cullity seconded; voted to re-certify the FY2017 district operating budget at \$47,079,141. The motion passed unanimously.**

Dr. Whitner recommended restoring aspects of the library program with a portion of the anticipated aid in lieu of the student success budget not passing at the ballot. She noted that the School Committee voted to transfer \$200,000 from the E&D account in June for the purpose of reducing class size. Even with the anticipated additional state aid, more needs to be done to improve educational programs and opportunities for students in the District.

Dr. Whitner proposed funding additional, full time library media specialist/technology educators at Hanson Middle School as well as one library media specialist/technology educator to oversee the four elementary schools. In addition, she recommended hiring one full time library assistant (paraprofessional, instructional teaching assistant) in each elementary school for continued daily coverage. She also proposed a position to

address data collection, submission, and analyses. Currently, the District compensates current employees to work beyond their regular schedule to assist with the required data collection and submission.

At this time, the proposed priorities are the library program and data management. The District is enthusiastic that the transfer of \$200,000 from the E&D account was used to address class size and hire elementary three teachers. Using the anticipated state aid to re-establish the library program and create a data specialist position will improved educational services throughout the school system.

#### *Gelfand Family Trust Grant*

Ellen Stockdale, Assistant Superintendent for Curriculum, Instruction, and Staff Development, reported she that worked with Curriculum Director, Mark Stephansky, over the summer to submit a proposal to the Gelfand Family Trust Grant. Currently, the *Know Atom* science program is funded at grades 2 and 3. However, continued funding remained uncertain. Mrs. Stockdale was pleased to report that the Whitman-Hanson Regional School District is a recipient of the Gelfand Family Trust Grant for *KnowAtom* in Grades 2, 3, 4 and 5. The grant will be finalized over the next month working with the Director of Business Services, Christine Suckow.

### NEW BUSINESS

#### *Job Descriptions*

##### *Desktop Administrator*

The Desktop Administrator job description language has been overhauled and updated to reflect the current responsibilities. Compensation is comparable to other positions in the same market. This is a full time, full year position in the Technology Department. There was a brief discussion regarding the Technology Department challenges in being understaffed.

**VOTE: Mr. O'Brien motioned; Mr. Small seconded; voted to approve the Desktop Administrator Job Description, as presented. The motion passed unanimously.**

##### *High School Nurse Assistant*

Dr. Queally presented a new job description to assist the High School nurse. This position will replace the former paraprofessional in that position. New regulations demand the assistant in the high school nurse's office have a broader skill set in order to comply with student screening and drug use testing.

**VOTE: Mr. Small motioned; Mr. O'Brien seconded; voted to approve the High School Nurse Assistant Job Description, as presented. The motion passed unanimously.**

##### *Fall Finance Meeting*

Chair Hayes announced finance meetings with the towns finance committees will be scheduled during the month of October in an effort to launch budget discussions earlier than in the past.

##### *Sub-committee Meetings Schedule*

Chair Hayes reported that in discussions with the Town Administrator in Hanson, Mr. McCue, he has requested a review of the Regional Agreement in the near future. A Policy Sub-committee will be scheduled in September to address access to school grounds during the school day and social media accounts. The next Facilities and Capital Projects Sub-committee meeting will be held on Wednesday, September 14, 2016, before the next School Committee meeting.

##### *2016-2017 Handbooks – Changes/Approvals*

A review of the student and faculty handbook changes for the 2016-2017 school year was presented for approval by the School Committee.

##### *High School Student Handbook*

Principal Jeff Szymaniak presented the Regional High School Handbook changes. .

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #1, changes to the High School student handbook, a communication section on page 8 has been added to the handbook this year. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #2, changes to the High School student handbook, Students are allowed up to 13 absences for two semester courses and 6 absences for single semester course. Upon absence on the 13th or 6th day respectively, students will be issued a loss of credit. On days of absences students are not allowed to participate in any extracurricular activities. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #3, changes to the High School student Handbook, A student who knows he or she will be absent for an extended period of time, including school sponsored domestic and international travel and family vacations, should send letter to Principal requesting assignments at least five (5) days prior to absence. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #4, changes to the High School student handbook, Students are required to report to school every day at the designated time. Students are expected to be in first period by 7:05 AM. Students arriving after 7:05 AM must sign in at the front office. Students who are tardy to first period will be assigned an Office Detention on their fourth (4) tardy per semester. All students must have a note from their parent or guardian stating the reason for the tardy and the expected time of arrival. Eighteen-year-old students who have filled out the proper paperwork in the Main Office may write their own notes explaining tardiness, according to Massachusetts General Laws (Chapter 4:7 cl. 50 - 51). Students will receive an Office Detention for the 4th through the 6th tardy to school per marking semester. Extended Office Detention(s) will result for any tardiness in excess of 7 per marking semester. A student who drives to school and is tardy to school more than four times in that semester may lose parking privileges for the remaining portion of the semester. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #5, changes to the High School student handbook, Exams will be administered at the end of each semester. These exams will constitute 10% of the semester grade. Seniors who have a final average of A- or better in their Semester 2 course(s) only may choose not to take their final exam. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #6, Updated the School Health Section on pages 16-22. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #7, changes to the High School student handbook, Water, coffee, and tea may be consumed by students in classrooms, except in computer and science labs. However, teachers have the authority to restrict students from consuming beverages other than water during their class time if: a) the beverage interferes with class instruction in some way; b) the student with the beverage is distracting himself, other students, or the teacher; c) if spilled, the beverage damages school or personal property; d) student leaves beverage in class. Failure to comply with these rules will result in disciplinary action. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #8, changes to the High School student handbook, while classes are in session, headphones and cellphones are prohibited; unless the expressed direction and permission of the specific classroom teacher is given. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #9, changes to the High School student handbook, All students assigned to Saturday Detention should enter the building through (the main

office doors). They should report to (room number) by (8am) sharp. Tardy students will not be admitted and must report to the main office the following school day. Attendees who violate any of the below detention procedures will be sent home. Those who are asked to leave Saturday Detention should report to the main office on the following school day. Failure to attend or complete Saturday Detention will result in a one day suspension. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #10, changes to the High School student handbook, Tobacco Use by Students on page 33 has been updated to include e-cigs and vapes. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #11, changes to the High School student handbook, All students must be carrying a 5 full credit classes at all times in order to be eligible to participate in extra-curricular activities. In order to maintain membership in good standing in any extra-curricular activity, a student must pass 5 full credit classes for the last term that grades were issued to the general student body. In order for a student to be eligible for the fall athletic season he/she must earn 20 credits in the previous academic year (24 credits for the fall of 2016). In order for students to be eligible for the winter and spring seasons, they must pass 5 (full credit) classes in the preceding term. In addition, in order to maintain eligibility, they must pass 5 classes in the term which ends during their season. It shall be the responsibility of the advisors to determine the continuing eligibility of all students participating in their extra-curricular activity. At the end of each term, these advisors shall determine eligibility by checking the report cards of all their student members for continuing eligibility and to inform the principal of their participant's eligibility status. It shall be the responsibility of the principal or designee to determine the continuing eligibility of all students participating in an athletic activity (MIAA Requirement). At the end of each term, the advisor/Athletic Director shall determine eligibility to the principal or designee by checking the grades of all students for continuing eligibility. In applying this criterion, all academic disciplines are equivalent regardless of credits offered, length of course, or number of times the course meets during the year. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #12, changes to the High School student handbook, Mid-Trimester Eligibility has been removed from handbook. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve item #13, changes to the High School student handbook, : School trips: Each team member is expected to be present for all team practices and games. Due to scheduling parameters, a number of our teams will practice and/or play during scheduled school vacations. Student-athletes who know that they will be absent from practices / games for an extended period of time, which includes domestic and international-school travel, should discuss his or her situation with the coach at the earliest opportunity. While there would be no formal discipline, the student-athlete could be jeopardizing his or her role and/or standing on the team. For further clarification, please see student-athlete handbook. Family vacations: Family vacations are not excused. While we understand the value and importance of family time, the commitment pillar is essential to the operation of a successful team. We strongly encourage families to plan their vacations around the student-athlete's athletic seasons. In the event a family vacation is planned, the student-athlete should discuss it with his/her coach at the earliest opportunity so all parties can be fully aware of the discipline that will follow. The motion passed unanimously.

#### *Elementary Student Handbook*

Dr. Whitner presented changes to the elementary handbooks as outlined in a memo from Indian Head Assistant Principal John Riley; the following are a list of changes made to the 2016-17 Elementary Student Handbook:

- 1) Communication section on page 5 is new to the handbook this year. Dr. Whitner added this has been added to all handbooks in general.

**It was the consensus of the Committee to accept this addition for all handbooks.**

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve items #2-6, changes to the elementary schools student handbook, as listed;**

- **#2 The Substance Use section on page 14 is new to the handbook this year.**
- **#3 There is more specificity included under Communicable Diseases found on pages 14-15.**
- **#4 The Lice Policy is new to the handbook and can be found on pages 15-16.**
- **#5 Under the heading, Narcotic Analgesics in School found on page 17, the following was omitted: Narcotics are therapeutically useful in pain management but can be complicated by a number of undesirable side effects such as (but not limited to): drowsiness, euphoria, changes in mood, mental clouding, lightheadedness, dizziness, respiratory depression, and hypotension.**
- **#6 Under the heading, Use of Local Anesthetics for Dental Procedures found on page 17, the following was omitted: In dental procedures where a local anesthetic is used, it is important not to eat or chew until feeling returns. Children may be especially sensitive to the effects of some local anesthetics, which may increase the side effects. Because the anesthetic can last up to 3 hours, safety becomes an issue, especially in the lower grades.**

**The motion passed unanimously.**

The concussion policy had not been included in the elementary student handbook in the past.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve items #7, changes to the elementary schools student handbook, the section about Managing the Care of Students with Athletic Concussions found on pages 17-18 is new to the handbook this year, as presented. The motion passed unanimously.**

#### *Middle Schools Student Handbook*

Dr. Whitner referred to the memo from Hanson Middle School, Assistant Principal, Josh Belvis, as outlined in the memo

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve all changes to the middle schools' student handbook, as listed and presented;**

- **Page 9, added "Communication"**
- **Page 18, changed "Sixth Grade Ice Cream Social" to "Grade 6 Orientation"**
- **Page 18, removed "Hanson Family Night" from Hanson Middle School Events**
- **Page 19, changed Section on "8th Grade Farewell Dance" to "Grade 8 Culminating Activities"**
- **Page 20, changed heading "Whitman Middle School Grade 8 School Trip" to "Middle School Grade 8 Class Trip"**

**Table of contents to reflect the proper page numbers and the actual headings within the handbook:**

- **"Dance Rules and Regulations" to "Whitman and Hanson Middle Schools Dance Rules and Regulations"**
- **"Whitman and Hanson Middle School Rules" to "Rules for Whitman and Hanson Middle Schools"**
- **"Chapter 222" to "Chapter 222: An Act Relative to Students' Access to Educational Services & Exclusion from School"**
- **"Emergency Cards" to "Emergency Contact Forms"**
- **"Distribution of Information" to "An Act Providing for the Distribution of Information to Certain Parents of Children Enrolled in Elementary and Secondary Schools"**

**The motion passed unanimously.**

#### *Faculty Handbook*

Dr. Whitner presented changes to the Faculty handbook for the 2016-2017 school year.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the following items as changes to the faculty handbook for the 2016-2017 school year as follows and presented;**

- **Addition of Curriculum Directors**
- **Addition of Human Resources**
- **Revision of Safety and Incident Management Revision of Facilities Reporting – using a new program for reporting.**
- **Form revision Student Travel**

The motion passed unanimously.

*PCC Board for the 2016-2017*

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to appoint Dr. Ruth Gilbert-Whitner to the Project Contemporary competitiveness (PCC) Board for the 2016-2017 school year. The motion passed unanimously.**

*Warrant Articles – Town of Hanson*

Warrant articles for capital projects in the Town of Hanson were presented to the Committee. It is the recommendation of the Superintendent to place the articles on the Hanson Special Town Meeting warrant to be held in October. Chair Hayes reported he previously reviewed all articles with Hanson Board of Selectmen at their last meeting and all requests for capital projects were voted approved for the October Special Town Meeting Warrant.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the following articles to be placed on the October 2016 Hanson Special Town Meeting Warrant as follows:**

**#1: To see if the town will vote to transfer a sum of money from Free Cash or available funds for the removal, repair and replacement of the ceilings in the gang bathrooms first floor at Maquan Elementary School or take any other action relative thereto.**  
**Explanation: Remove plaster ceilings in both boys and girls gang bathroom on first floor and repaired leaking sewer pipes, removed 22 asbestos elbows and reinstalled 2x2 acoustical ceilings. Estimated cost: \$ 26,000.00. These funds are to reimburse the School District for funds previously expended.**

**#2: To see if the town vote to transfer a sum of money from Free Cash or available funds for the replacement of inner door on Boiler #1 at Maquan Elementary School or take any other action relative thereto.**  
**Explanation: The Boiler # 1 door is completely deteriorated due to excess heat on a long duration of time. Estimated cost: \$ 5,542.00. These fund are to reimburse the School District for funds previously expended.**

**#3: To see if the town will vote to raise and appropriate or transfer from free cash and/or available funds a sum of money to repair the driveway and parking lot at Maquan Elementary School or take any other action relative thereto.**  
**Explanation: The faculty parking lot and parent pick up need significant repairs. Estimated cost: \$ 15,000.00**

**#4: To see if the town will vote to raise and appropriate or transfer from free cash and/or available funds a sum of money to replace two (2) steam valves in the boiler room at Maquan Elementary School or take any other action relative thereto.**  
**Explanation: The (2) steam valves are leaking above the boiler. Estimated cost: \$10,870.00**

**#5: To see if the town will vote to raise and appropriate or transfer from free cash and/or available funds a sum of money to replace the hot water heater at Maquan Elementary School or take any**

other action relative thereto.

**Explanation:** To replace the hot water heater with an energy efficient hot water heater. The existing hot water heater was a temporary fix. Estimated cost: \$ 30,000.00

**#6:** To see if the town will vote to raise and appropriate or transfer from free cash and/or available funds a sum of money to replace the hot water at Hanson Middle School or take any other action relative thereto.

**Explanation:** To replace the current PVI 175 gallon water heater with an energy efficient water heater. It was installed in 1999 and has outlived its useful life. Estimated cost: \$ 30,000.00

**#7:** To see if the town will vote to raise and appropriate or transfer from free cash and/or available funds a sum of money for the design to remove paint from interior stairwells at Indian Head Elementary School or take any other action relative thereto.

**Explanation:** To remove the lead paint from stairwells. Estimated cost: \$ 15,000.00

The motion passed unanimously.

#### *Surplus*

Requests to declare items as surplus were submitted to the Committee.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve outdated secondary math textbooks and materials be declared surplus for the purpose of having them donated, as presented. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to declare outdated history materials as surplus, as presented. The motion passed unanimously.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to declare outdated Business Department materials as surplus, as presented. The motion passed unanimously.

#### *Field Trips*

##### *High School Business Department Field Trip Request*

The purpose of the field trip is to expose students to business curriculum and real world experience. A nurse will be required for the trip. Transportation arrangements will be made by high school teacher, Julie Giglia.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to approve the overnight, out of state, high school Business Department student field trip to New York City from December 1, 2016 to December 3, 2016, as presented. The motion passed unanimously.

#### *Acceptance of Gifts*

The Committee voted to accept several donations.

##### *Athletic Department*

Athletic Director, Bob Rodgers, presented a memo outlining a donation to the baseball team. A Whitman-Hanson anonymous alumnus donated \$2,500 to the baseball team in memory of James "Mr. Mac" MacDonald. The funds will be used to purchase an additional indoor batting cage.

**VOTE:** Mr. Small motioned; Mr. Bois seconded; voted to accept the anonymous donation of \$2,500 to the Athletic Department for an additional indoor batting cage. The motion passed unanimously.

##### *Maquan School Donation*

At the request of Dr. Beth Wilcox, Maquan School Principal, a donation of \$500 under the State Street Corporation program which employees volunteer at non-profits and / or charities in exchange for a donation to a program of the employees' choice. Mrs. Erin Barata, a parent at the Maquan School, has offered the \$500 donation to the Maquan School.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to accept the State Street Corporation donation of \$500 to the Maquan Elementary School, as presented. The motion passed unanimously.**

*Technology Department*

Director of Technology Services, Chad Peters, recommended accepting a donation of a number of computers from Nutter, McClennen & Fish, LLP of Boston, which are no longer being used by that firm. The computers are about four years old, newer than most current inventory in the district, and can be used for machines that cannot virtualize.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to accept the donation of a number of computers from Nutter, McClennen & Fish, LLP of Boston. The motion passed unanimously.**

Chair Hayes announced that former School Committee Board member, Susan McSweeney of Hanson, has been selected to receive the MASC Lifetime Achievement 2016 award. The award will be presented at the MASC Life Member/Leadership Awards dinner on Friday, November 4, 2016, during the MASC/MASS Joint Conference. Anyone interested in attending may complete the Awards Dinner form and submit to Central Office for processing.

**SUBCOMMITTEE REPORTS**

*Policy Sub-Committee*

There was nothing new to report.

*Facilities and Capital Improvements Sub-committee Report*

Mr. Small remarked on the number of summer projects performed over the summer and thanked the Whitman DPW for their support. The high school dugouts donated by the Whitman VFW Men's Auxiliary Post 697 are now complete. A dedication ceremony in honor of Major Michael J. Donahue was held on June 26, 2016.

*Legislative Update*

Mr. Mike Jones remarked that the highlight at the legislative level is the increase in Chapter 70 local aid, as reported earlier.

*North River Collaborative Representative Report*

Mr. Bois reported that at the August 3, 2016 North River Collaborative Board of Directors meeting, Ms. Susan Kustka was chosen as finalist for the new Executive Director for the North River Collaborative, pending contract negotiations. Ms. Kustka is the current Assistant Superintendent for Administration and Personnel for the Weymouth Public Schools.

*Pilgrim Area Collaborative Representative Report*

Mr. Bois reported the next meeting is scheduled for September.

*Negotiations Sub-committee*

Chair Hayes reported that negotiations are almost complete with the remaining collective bargaining units. Dr. Dillon added the Union is working to ratify on their end, and it is anticipated that memorandums of agreement will be presented at the September 14 School Committee meeting.

**EXECUTIVE SESSION**

Chair Hayes announced the School Committee will enter into Executive Session for the purpose of discussing potential litigation because an open meeting may have a detrimental effect on the School Committee's litigating position.

Roll Call Vote to go into Executive Session

**VOTE: Mr. Small motioned; Mr. Bois seconded; roll call voted to go into Executive Session at 8:52 p.m. The motion carried unanimously.**

**VOTE: Mr. Small motioned; Mr. Cullity seconded; roll call voted to come out of Executive Session at 9:26 p.m. The motion carried unanimously.**

**VOTE: Mr. Small motioned; Mr. Cullity.; seconded; voted to adjourn the meeting at 9:26 p.m. The motion carried unanimously.**

- 1) Meeting Minutes 06/08/2016 and 07/13/2016
- 2) DESE National School Lunch Program /Mandated Breakfast letters
- 3) Desktop Administrator Job Description
- 4) Handbook Changes memos
- 5) Memo from Emerson & Emerson regarding Project Contemporary Competitiveness (PCC)
- 6) Memos requesting to declare outdated materials (HS Social Studies, Business Dept. and Math)
- 7) Field Trip Requests (High School)
- 8) Donations - Memos Maquan School, Athletic Department
- 9) MASC letter – Susan McSweeney to receive MASC Lifetime Achievement 2016 Award
- 10) Copy of notifications to towns - certify budget dated 6-13-2016
- 11) Eagle Scout Award acknowledgement
- 12) YTD Budget Expenditures and Appropriations
- 13) Line Item Transfers
- 14) Warrant Article
- 15) Gibson Roof change order letter PCO #1
- 16) HS Nurse Assistant job description
- 17) Donation of computers memo
- 18) PCOT Growth fund fact sheet

Minutes respectfully submitted Michelle Kelley

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