

WHITMAN-HANSON REGIONAL SCHOOL COMMITTEE MEETING
Minutes of June 14, 2017
Held at the Whitman-Hanson Regional High School

Meeting convened: 7:00 p.m.

Meeting adjourned: 8:24 p.m.

Members present: Robert Hayes, Frederick Small, Daniel Cullity, Robert Trotta, Kevin Lynam, Christopher Howard, and Michael Jones

Members absent: Robert O'Brien, Jr., Steve Bois, Alexandria Taylor

Administrators present: Dr. Ruth Gilbert-Whitner, Superintendent of Schools
Dr. Patrick Dillon, Assistant Superintendent of Schools
Christine Suckow, Director of Business Services
Ellen Stockdale, Director of Curriculum
Dr. John Queally, Administrator for Special Education and PPS
Chad Peters, Director of Technology Services

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

APPROVAL OF MEETING MINUTES

May 22, 2017 Meeting Minutes

VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to approve the meeting minutes of May 22, 2017 School Committee, as presented. The motion passed unanimously.

STUDENT ADVISORY REPORT

Student Council School Committee Representative, Marah Burt, reported on student activities around the District. On May 23, the Annual Family Science Fun Night was held at the high school. At the middle schools, students returned from the annual 8th Grade Middle School field trips.

Chair Hayes took the agenda out of order.

NEW BUSINESS

School Physician Appointment

The Superintendent introduced Dr. David Belcher a pediatrician of Quincy Pediatrics Associations in Quincy, who is interested in the School Physician position vacated by Dr. Joseph Asiaf, who retired. Dr. Belcher was recommended for the position by Dr. Queally. The Chair asked the Committee for a motion to move forward with the School Physician appointment for the 2017-18 school year.

VOTE: Mr. Trotta motioned; Mr. Small seconded; voted to appoint Dr. David M. Belcher as the School Physician for the 2017-18 school year. The motion passed unanimously.

Dr. Belcher commented on his new role and that he will be meeting with the nurse staff during the week of June 19.

Turf Field Contract

Christine Suckow reported that on May 20, 2017, sealed bid proposals were publicly opened for the turf field replacement at the Regional High School. Sealed bid proposals were received from five athletic field contractors three of which submitted synthetic turf system products deemed compliant with the performance specifications and listed as acceptable products within the specifications. A letter of recommendation for entering into an agreement was received from Birchwood Design Group. After a thorough review of all documents, Birchwood Design Groups opined that the apparent low bidder Northeast Turf Sports Group does not comply with all necessary requirements of the bid and at a minimum did not provide satisfactory submissions. Birchwood further found the GreenFields product submitted by Northeast Turf Sports Group is not compliant with the bid requirements and therefore recommends issuing a contract to the second lowest bidder FieldTurf USA Inc. for completion of the work for that base bid amount of \$362,453. It was noted that alternates would not be accepted at this time but may be pursued through work change orders. Alternates include a logo in the center of the field, shading of the field numbers and maintenance contract. There is approximately \$60,000 remaining from capital improvement warrant article vote to cover the alternates and within the anticipated cost.

VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to award of a contract for construction of the Whitman-Hanson Regional High School Turf Replacement to FieldTurf USA Inc., in the amount of \$362,453, as discussed. The motion passed unanimously.

SUPERINTENDENT'S REPORT

Comprehensive Emergency Management Plan

Dr. Dillon reported on the progress of the Comprehensive Emergency Management Plan. The Safety & Security Task Force Committee consists of thirteen participants and has reviewed the plan and provided feedback. A full report will be provided to the Superintendent at the end of June. Dr. Dillon reported that subsequently, the plan is carried out by the town Chiefs of Police and Fire and first responders. First responders have provided feedback to elevate the District's readiness for training on evacuation, relocation and re-unification. Training for Whitman-Hanson staff and students is anticipated to occur in the upcoming 2017-18 school year.

Transition Planning – Maquan Elementary School closing (2018-2019)

Dr. Whitner reported that over the past two weeks, the leadership team has met with staff and faculty at the Maquan and Indian Head Schools to field questions regarding the transition to close the Maquan Elementary School. The leadership team is also working closely with WHEA. Dr. Dillon will be the lead in the transition over the upcoming school year. Dr. Dillon reported identified the leadership staff to oversee the general transition of grade levels for Indian Head and Maquan Schools. Hanson Middle School principal, Bill Tranter, will oversee the grade five transition to the middle school and Indian Head/Maquan School Principal Dr. Beth Wilcox will oversee the remaining grades at Indian Head School. In addition, Kyle Riley, Administrator for Special Education, will be responsible for the transition of the preschool program. Over the summer months, Dr. Dillon will begin meeting with the leaders responsible for the various portions of the transition.

Summer Programs 2017

Ellen Stockdale and Dr. John Queally reported on 2017 summer camps and programs. Mrs. Stockdale reported general summer sport and academic enrichment camps will be at the Whitman Middle Hanson Middle and Conley Elementary Schools. The Regional High School will host athletic camps and grants supported programs as well as the annual DARE camp and Panther Science Camps. The North River Collaborative is also renting space at Hanson Middle School over the summer. Dr. Queally reported Extended School Year (ESY) Programs will be held at the Maquan Elementary School, Hanson Middle School and the Regional High School. Tutor programs will be located at both middle schools. Dr. Whitner added tutoring services for English Language Learners (ELL) will be available in conjunction with North River Collaborative.

Virtualization

Director of Technology Services, Chad Peters, reported that the project deployment of virtualization has been exciting and has reached fruition. Virtualization is fully deployed on District computers. Feedback from parents for students utilizing virtualization after school hours has been positive. The next phase (Phase II) will be to move toward using mobile/chrome book devices. There was a brief discussion regarding students bringing in their own devices to utilize virtualization. Mr. Peters reported that is not the case at this time, but is looking which devices students may use. Also, the staff is given more flexibility to utilize more than one web-based model for the best program that suits them wither it be Google or Microsoft. Dr. Whitner reported on August 28, the opening day for the upcoming school year, the staff will be offered two hours of professional development linked to content for teaching curriculum and how to use electronic resources to improve teaching and learning.

Superintendent's Evaluation for 2016-2017

Chair Hayes thanked the Committee for submitting the Year End Summative Evaluations for the Superintendent's Evaluation. Overall, the Superintendent received an excellent review tallying five marks in Proficient and five in Exemplary. Chair Hayes read aloud some of the remarks listed in the narrative of the evaluations. Several members also added comments, citing although facing many challenges, the Superintendent has done a great job. Dr. Whitner commented on how the strategic plan supports the work in progress, specifically in the strides made in curriculum and class size this year.

School Lunch Prices

Director of Food Services, Maureen Mackenzie, reported on updated federal program regulations for providing food services under the 2010 Hunger Act for Children. On December 23, 2015, the Department of Education and Nutrition amended Section 12 of the 2010 Healthy, Hunger-Free Kids Act. This amended the School Lunch Price Calculations Tool used for meal prices to include non-program foods. The School Lunch Tool is used to calculate what a school district is required to charge for full paid priced lunch meals, full paid priced breakfast meals, and now includes all a la carte A-List healthy snack items. To be in compliance, Mrs. MacKenzie reported the following adjustments in pricing are necessary:

All a la cart A-List Healthy snack Items must increase by \$0.25 for each item.

Each W.H.R.S.D. School must increase the cost of Full Paid School Lunch Meals to \$ 3.00.

Each W.H.R.S.D. School must increase the cost of Full Paid School Breakfast Meals to \$ 1.50.

Each W.H.R.S.D. High School must increase the cost of Full Paid After School Program Bagged Meal to \$2.25.

Mrs. MacKenzie requested a \$0.25 increase across the board with the exception of all Reduced Price Breakfast and Lunch Meals as those prices will not increase.

VOTE: Mr. Small motioned; Mr. Trotta seconded; voted to increase school full paid lunch, full paid breakfast, and all a la carte A-list item pricing by \$0.25 increase across the board with the exception of reduced price breakfast and lunch meals, as discussed. The motion passed unanimously.

Budget FY2016-2017

Christine Suckow reviewed the current revenue and expenditure budget reports. An increase in Homeless Transportation Reimbursement is anticipated. Interest income is also higher than anticipated. At the upcoming August 30 School Committee meeting, Mrs. Suckow will present the FY2017 close out and recommended transfers report. Dr. Whitner reported Jeff Wulfson, Acting Commissioner for Department of Elementary and Secondary Education (DESE), presented at the Superintendents meeting earlier in the day to discuss student transportation concerns, unfunded mandates and issues with limited vendor options for student transportation. Mrs. Suckow reported that First Student was the sole bidder for student transportation for Whitman-Hanson Regional School District. Mrs. Suckow anticipates providing an estimated balance in the Expenditures and Deficiency (E&D) account in August. The E&D account is certified by the Department of Elementary and Secondary Education (DESE) in October.

OLD BUSINESS

FY 2017-2018 Budget

Christine Suckow reported the Ways & Means Committee State Budget will be released in July and anticipates closing the FY2017 Budget at a net increase of \$150,000. However, we will receive an actual state budget report in July and will report back. It is anticipated the District may receive slightly higher Chapter 70 funding but no increase in regional transportation reimbursement.

NEW BUSINESS CONT'D

Drivers' Education Fees

Christine Suckow presented a proposal to increase driver education fees after an audit of local area driver education programs was conducted. Mrs. Suckow presented current fees for the complete program and road test along with proposed increases. There has not been any increase to the Whitman-Hanson Driver Education Program since 2009. There is also a need to replace one of the driver education vehicles as soon as possible.

The WHRSD Driver Education program requests to increase program fees as follows:

| | |
|---------------------------|------------------------------|
| Current Fees: | Complete program- \$595 |
| | Road test appointment- \$95 |
| Proposed Increase: | Complete program- \$645 |
| | Road test appointment- \$125 |

VOTE: Mr. Small motioned; Mr. Cullity; seconded; voted to approve the proposal to increase fees in the Whitman-Hanson Driver Education Program, as discussed, effective 2017-18 school year. The motion passed unanimously.

Acceptance of Gifts

Maquan Elementary School

A donation of \$1,000 has been made to the Maquan School Preschool Program by the Sandra E. Kelliher Memorial. The funds will be used to support the development of a preschool science center that will be available to all preschool teachers within the program.

VOTE: Mr. Small motioned; Mr. Trotta; seconded; voted to accept the \$1,000 donated by the Sandra E. Kelliher memorial to support preschool science program. The motion passed unanimously.

Duval Elementary School

The Duval School PTO donated 25 two-way radios (Walkie-talkies) at an estimated cost of \$4,800 to the school to be distributed throughout the building for increased security/communication.

VOTE: Mr. Small motioned; Mr. Cullity; seconded; voted to accept the donation of 25 two-way radios (Walkie-talkies) to the Duval Elementary School from the Duval PTO group. The motion passed unanimously.

SUBCOMMITTEE REPORTS

Facilities and Capital Improvements Sub-committee Report

Mr. Small reported much of the discussion of the Subcommittee was in regards to the turf field. In other areas, the Operations Department notified all staff of the summer cleaning schedule and identified limited access to classrooms. The new work order program is working well. The subcommittee is awaiting quote submissions for various capital improvement projects.

Negotiations Subcommittee

Dr. Whitner reported she and Dr. Dillon met with the WHEA and anticipates setting the ground rules for Negotiations in late August. The negotiation process will commence by October 15, 2017. It was recommended that more than one School Committee member participates in meeting on ground rules. Mr. Small suggested the Committee meet for preliminary discussion on ground rules and setting goals and objectives.

Pilgrim Area Collaborative

Mr. Bois was not present to report.

Legislative Update

Mr. Jones reported that state legislators voted on June 14 to put a constitutional amendment, creating a millionaire's tax, on the 2018 ballot. Under the proposal, individuals with annual incomes of over \$1 million would be subject to a 4 percent surtax. The current income tax rate is 5.1 percent.

VOTE: Mr. Small motioned; Mr. Cullity; seconded; voted to adjourn the meeting at 8:24 p.m. The motion passed unanimously.

Minutes respectfully submitted Michelle Lindberg

Handouts:

- 1) Agenda for SC Meeting June 14, 2017
- 2) SC Meeting Minutes of May 22, 2017
- 3) David Belcher, MD, letter of intent and resume
- 4) Driver Education proposed Fee Schedule
- 5) Food Services Lunch prices proposal
- 6) Donation Acceptance –Duval Elementary School
- 7) 2017-18 School Committee Directory and Subcommittee listing
- 8) MASC/MASS Joint Conference Registration information and hotel form
- 9) MASC Policy Newsletter – June 2017
- 10) Thank you letters to town departments
- 11) Birchwood Design recommendation letter for turf field
- 12) YTD Expenditure and Appropriations Reports
- 13) Donation Acceptance Maquan Elementary School