

WHITMAN-HANSON REGIONAL SCHOOL COMMITTEE MEETING

Minutes of October 18, 2017

Held at the Whitman-Hanson Regional High School

Meeting convened: 7:00 p.m.

Meeting adjourned: 8:58 p.m.

Members present: Robert Hayes, Frederick Small, Robert Trotta, Daniel Cullity, Michael Jones, Steve Bois, Christopher Howard and Alexandria Taylor

Members absent: Kevin Lynam and Robert O'Brien, Jr.

Administrators present: Dr. Ruth Gilbert-Whitner, Superintendent of Schools
Kyle Riley, Assistant Superintendent of Student Services
Christine Suckow, Executive Director of Business Services

Chair Hayes brought the meeting to order at 7:00 p.m. The Chair announced the Committee will be going directly into Executive Session to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares. Attorney John Davis will present a position statement in regard to a MCAD complaint. Once the Committee votes to come out of Executive Session the regular meeting will re-convene.

EXECUTIVE SESSION

VOTE: Mr. Small motioned; Mr. Howard seconded; roll call voted to go into Executive Session at 7:02 p.m. for the purpose of to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Cullity seconded; roll call voted to come out of Executive Session at 7:26 p.m. The motion carried unanimously.

The regular School Committee meeting re-convened at 7:26 p.m.

SUPERINTENDENT'S REPORT

*Massachusetts Association of School Superintendents Recognition/
M.A.S.S. Academic Excellence Awards*

The Superintendent and School Committee Chair presented high school seniors, Kaitlyn Morrison and Regan Hayes, the Massachusetts Association of School Superintendent's M.A.S.S. Academic Excellence Award. The M.A.S.S. recognizes the top two academic seniors annually with this award. Each student discussed her plans to attend a four year college, with interests in physics and marketing.

APPROVAL OF MEETING MINUTES

September 13, 2017 Regular School Committee Meeting

VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to approve the meeting minutes of September 13, 2017 School Committee, as presented. The motion passed 5-0-3. Mr. Small, Mrs. Taylor and Mr. Howard abstained.

October 5, 2017 Special School Committee Joint Budget Meeting

VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to approve the meeting minutes of September 13, 2017 School Committee, as presented. The motion passed 6-0-2. Mrs. Taylor and Mr. Bois abstained.

STUDENT ADVISORY REPORT

Student Council School Committee Representative, Marah Burt, reported on student activities around the District.

- This evening at the High School, a math information night is being held for parents led by Math Curriculum Director, Brian Selig.
- On October 24 the fall concert will be held in the Dr. John F. McEwan Performing Arts Center.
- The annual Truck or Treat will be held on October 28 at the high school to benefit the Panther Education Trust (PET).
- The annual 5k Miles for Meals was held on September 30. The event is sponsored by the National Honor Society and Student Council to raise funds to support the Hanson and Whitman Food Pantries.
- On October 1, Dollars for Scholars (DFS) hosted a skate fundraiser at the Carousel Family Skate Center.
- On October 11, the PSAT assessment was administered at the high school.
- The Whitman Middle School won their cross-country meet earlier today.
- Parent-teacher conferences will begin soon.
- Dollars for Scholars began fundraising season with a Fall Electronic Recycling Day. Residents and non-residents may dispose of their unwanted electrical items and the fee supports the DFS scholarship awards program.

Chair Hayes took the meeting out of order to accommodate a presentation

NEW BUSINESS

Dr. Denise Howley, an employee of North River Collaborative provided information about the availability of counseling services from South Bay Community Services. South Bay Community Services offers a school-based program of services to students and their families. The services include children's behavioral health, day services, autism services and early childhood services. In working with North River Collaborative in conjunction with the Whitman-Hanson Regional School District, she is focused on social and emotional services for students during the school day. Dr. Howley provided an overview of the outreach program which provides an opportunity to physically reach those with needs no matter where the students are – including homes, schools, child care centers, hospitals and group homes. Clinicians are able to meet students in their own schools, whether during a lunch or pre-planned time that does not interrupt educational services. The clinicians also meet with the family to work with the student once per week. Dr. Howley commented on the success of the program helping students manage social and emotional issues through a different model for appointments on weekends and vacation weeks. Dr. Howley proposed to expand the program to a pilot program at the Maquan and Indian Head Schools, if the Committee would approve. In addition, the clinician moves with the student as he/she advances to different grade levels, adding more consistency. Dr. Howley explained she has worked with Principal Wilcox to identify a number of students for a pilot program. Services will be recommended to the parent. There is no cost to the district. The families insurance covers the cost.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the pilot counseling services for students at the Maquan and Indian Head Elementary Schools through South Bay Community school-based services, as discussed. The motion passed unanimously.

Dr. Whitner will report back to the Committee on the progress of the pilot at her mid-year goals report in January.

North River Collaborative Quarterly Report

VOTE: Mr. Small motioned; Mr. Cullity seconded; voted to accept the North River Collaborative quarterly report dated October 2017 as presented. The motion passed unanimously.

Dr. Whitner announced that Mr. Stephen Donovan has been appointed as the new executive director for the North River Collaborative. She reported there is a decline in program enrollment. During the school year, Kyle Riley and Rosamond Dorrance will attend meetings regarding available professional development and special education programs.

2017-18 District Budget Update

Christine Suckow, Executive Director of Business Services, presented year-to-date October 2017 revenue and expenditure reports. Mrs. Suckow announced the District Treasurer, David Leary, will report to the full Committee at the December 13, 2017 regular School Committee meeting.

Closing of the Maquan Elementary School - Update

Dr. Whitner reported the Facilities Department and Business Services are working collaboratively on the relocation of the preschool to the high school. It is anticipated renovations to re-configure a number of classrooms and build a separate entrance will begin in June or sooner if possible. Principal Szymaniak discussed cost effectiveness and efforts to ensure an aesthetically pleasing remodel to the first floor of the high school and new separate entrance specifically for the preschool students and staff. Dr. Whitner announced on Thursday, October 19, parents and members of the Hanson community are invited to the Hanson Middle School Performing Arts Center for an opportunity to provide input on the Hanson Schools' transition. Members of Whitman-Hanson Regional School District administration will be present to gather feedback from parents and members of the community. The grade five transition to the middle school will be discussed from 5:30-6:15 p.m. The kindergarten, grade one and grade two transition to the Indian Head School will be discussed from 6:30-7:15 p.m. Dr. Whitner added that the Hanson Schools update will be on every School Committee agenda going forward for discussion.

Warrant Subcommittee

Mrs. Suckow presented Warrant Subcommittee minutes in School Committee packet dated October 12, 2017 for approval.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the October 12, 2017 Warrant Subcommittee meeting minutes, as presented. The motion passed unanimously.

OLD BUSINESS

School Committee Joint Budget Meeting

Chair Hayes reported on the second meeting of the School Committee Joint Budget Meeting with the towns held on October 5. There was low attendance from parents and community members. It was also suggested to downsize the sub-committee. Chair Hayes commented the joint meeting is a work in progress and another meeting may be scheduled in a month or so.

Chair Hayes announced the School Committee has formed a Regional Agreement Amendment Committee and encouraged community members to attend.

NEW BUSINESS (cont'd)

Election of Municipal Representative for Negotiations

Chair Hayes announced that Hanson Town Administrator, Michael McCue, agreed to be the Municipal Representatives for Collective Bargaining Negotiations for 2017-18.

Gender Identity Policy

Dr. Whitner reported the Policy Subcommittee reviewed and recommended the approval of a gender identity policy.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the second reading and approve Policy ACAA Gender Identity Policy, as presented. The motion passed unanimously.

Records Access Officer

Dr. Whitner reported a new Records Access Officer (RAO) needs to be appointed to replace former RAO, Dr. Patrick Dillon. The RAO is responsible for responding to public records requests.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to appoint Superintendent Dr. Ruth Gilbert-Whitner as the Records Access Officer (RAO) for the Whitman-Hanson Regional School District effective immediately. The motion passed unanimously.

Job Description - School Counselor (Grades 6-12)

Dr. Whitner presented an updated job description for school counselors, no longer referred to as guidance counselors. The update included current responsibilities as well.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the School Counselor (6-12) job description, as presented. The motion passed unanimously.

Training in Narcan

Principal Szymaniak spoke at the School Committee meeting and proposed training in Narcan for administrators, after a meeting with the WHRSD Safety/Security Team met to restructure upon the resignation of Pat Dillon. The issue of Narcan was discussed at the safety/security meeting with the Whitman and Hanson Police and Fire, Superintendent Dr. Gilbert-Whitner, Principal Szymaniak, Principal Ferro, Principal McKillop, Chad Peters, Rosamond Dorrance, and Ernie Sandland.

Mr. Szymaniak informed the Committee that two staff at the high school were already trained in administering Narcan per the vote of the School Committee a couple of years. Furthermore, Lexie Watkins (Athletic Trainer and wellness teacher) carries it with her. Mr. Szymaniak discussed the risk of staff coming into contact with an item that has been mixed with carfentanil and fentanyl and another product, as it may cause an overdose. The School Committee was concerned with funding the initiative. Mr. Szymaniak stated the first responders (Whitman Fire and Police and Hanson Fire and Police) were supportive of the initiative to train additional staff, especially in light of the potential dangers to innocent people/staff and may be able to support staff training and Narcan product needs. The principal also offered to have the police meet with School Committee to discuss the initiative, should the School Committee choose to pursue training administrators in administering Narcan. The School Committee was in favor of having Whitman and Hanson police and fire officials from both towns at the next School Committee meeting to provide additional details.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the initiative to pursue training staff on administering Narcan, as discussed. The motion passed unanimously.

Surplus Declaration

Chair Hayes read a request to declare unused Scott Foresman Grade One Reading Program materials at the Maquan School as surplus.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to declare the Scott Foresman materials at the Maquan Elementary School, as surplus, as discussed. The motion passed unanimously.

Field Trips

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the Boys' Basketball Team overnight, out of state field trip to Key West, FL from 12/26/2017-1/1/2018, as presented. The motion passed unanimously.

VOTE: Mr. Cullity motioned; Mr. Small seconded; voted to waive the nurse requirement and approve the Girls' Basketball team overnight, out of state field trip to Fort Meyers, FL from 12/27/2017-12/31/2017, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the overnight, out of state field trip Cheerleading team to Dallas, TX for Nationals Competition from 1/26/2018-1/29/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the AP English Language Class to Trinity Repertory in Rhode Island on 11/29/2017, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the overnight, out of state field trip for the Whitman-Hanson Global Awareness program to Costa Rica from 2/15/2018-2/24/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the Model U.N. Club to Brown University Conference from 11/10/2017-11/12/2017, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the overnight field trip for the DECA Club to District Conference in Quincy, Ma from 1/4/2018-1/5/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the overnight out of state field trip for the DECA Club to Sports/Entertainment Marketing Conference in Orlando, FL from 1/31/2018-02/04-2018, as presented. The motion passed unanimously.

VOTE: Mr. Cullity motioned; Mr. Small seconded; voted to waive the nurse requirement and approve the overnight field trip for the DECA Club to State Conference in Boston, MA from 3/8/2018-3/10/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the Business Related Arts class New York City Financial District Madison, NY 12/21/2017, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the High School Ski and Snowboard club to Ludlow, VT on 1/27/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the Hanson Middle School Ski and Snowboard club to Ludlow, VT on 1/27/2018, as presented. The motion passed unanimously.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the out of state field trip for the Hanson Middle School to the Stadium Theater in Rhode Island, to see the play "A Christmas Carol" on 12/08/2017, as presented. The motion passed unanimously.

SUBCOMMITTEE REPORTS

Policy Subcommittee

Mr. Trotta reported the Sub-committee met on October 4 and reviewed a number of policies. The next meeting is scheduled for November 15, 2017. The Sub-committee will continue a review of current policies as recommended by the Massachusetts Association of School Committees (MASC).

Facilities Subcommittee

Mr. Small reported the Sub-committee met earlier in the evening and reviewed ongoing projects. Two non-working rooftop units at the Whitman Middle School will be replaced. Three additional rooftop units will need to be replaced and have been placed on the Town of Whitman capital projects matrix. The Hanson Middle School HVAC study has been completed. Items of need will be added to the Town of Hanson capital projects matrix. The Conley Elementary School outdoor classroom project is proceeding. The boiler tubes at the Maquan Elementary School have been replaced in preparation for HVAC needs in the nearing winter season. Retrofit lighting at the Indian Head School is being planned.

Legislative Update

There was nothing new to report.

Pilgrim Area Collaborative

Mr. Bois reported the Collaborative is working on budget planning. The auditor's report was also received and will be available soon. The next meeting is scheduled for October 30.

Negotiations Subcommittee

Chair Hayes reported the Whitman Hanson Education Association has submitted a letter to commence bargaining for all WHEA Units (A, B, C, and D). The ground rules have been established and negotiations will begin soon.

Regional Agreement Amendment Committee (RAAC) Committee

Chair Hayes reported on the RAAC meeting held September 25. The voting process to amend a regional agreement was presented.

VOTE: Mr. Small motioned; Mr. Bois seconded; voted to adjourn the meeting at 8:58 p.m. The motion passed unanimously.

Minutes respectfully submitted by Michelle Lindberg

SC handouts 10/18/2017 – PART OF SC PACKET:

- Meeting minutes of the Regular School Committee meeting held on September 13, 2017
- Meeting minutes of the Special School Committee Joint Budget meeting with town officials held on October 5, 2017
- Resumes of top two HS students, Miss Hayes and Miss Morrison
- NRC Executive Director Quarterly Report
- School Counselor job description (1st Reading)

- WHEA Notification to commence Collective Bargaining for Agreements expiring on June 30, 2018 and Response from WHRSD SC Chair
- Invitation letters to town officials for October 18, 2017 Municipal Rep
- Invitation letters to town officials and state representatives to attend October 5 Joint Budget meeting
- Gender Identity Policy – 1st Reading
- Records Access Officer (RAO) current information
- Declaration of Surplus - Maquan School outdated Scott Foresman Grade One materials
- Field Trips

High School:

1. Boys' Basketball Team to Key West, FL from 12/26/2017-1/1/2018 (waive nurse)
2. Girls' Basketball team to Fort Meyers, FL from 12/27/2017-12/31/2017 (waive nurse)
3. Cheerleading team to Dallas, TX for Nationals competition from 1/26/2018-2/29/2018 (waive nurse)
4. AP English Language Class to Trinity Repertory in Rhode Island on 11/29/2017 (waive nurse)
5. WH Global Awareness program to Costa Rica from 2/15/2018-2/24/2018
6. Model U.N. to Brown University Conference from 11/10/2017-11/12/2017 (waive nurse)
7. DECA Club to District Conference in Quincy, Ma from 1/4/2018-1/5/2018 (waive nurse)
8. DECA Club to Sports/Entertainment Marketing Conference in Orlando, FL from 1/31/2018-02/04-2018 (waive nurse)
9. DECA Club to State Conference in Boston, MA from 3/8/2018-3/10/2018 (waive nurse)
10. Business Related Arts class NYC Financial District Madison, NY 12/21/2017 (TBD)
11. Ski and Snowboard club to Ludlow, VT on 1/27/2018 (waive nurse)

Hanson Middle School:

Ski and Snowboard club to Ludlow, VT on 1/27/2018 (waive nurse)

Additional SC handouts 10/18/2017 – NOT INCLUDED IN SC PACKET:

YTD October 2017 Encumbrances and Revenue Reports

Warrant Subcommittee minutes 10/12/2017

Field Trip Request - Hanson Middle School out of state to Rhode Island on 12/08/2017 – Stadium Theater to see the play “A Christmas Carol”