

**Minutes of the
Monson School Committee
Regular Business Meeting
Quarry Hill Community School – School Committee Meeting Room
June 7, 2017**

Present: Chair Peter Sauriol; Vice Chair Joshua Farber; Secretary Patricia Oney; Committee Members Joel Keller and Ed Maia

Also Present: Superintendent Cheryl Clarke; Director of Curriculum Katherine Watts; Principals Jennifer Beaudry (QHCS), Mary Cieplik (GVMS), William Metzger (MHS); Dean of Students Jack Champagne (GVMS); Technology Specialist Todd Schubach; Technology Administrative Assistant Lori St. Marie and Recording Secretary Karen Methe

Note: This meeting was video-recorded.

Mr. Sauriol called the meeting to order at 7:05 p.m.

Mr. Sauriol read the Mission Vision Statements.

Announcements:

June 8 and 9, 2017 – Grade 8 field trip to New York City

June 20, 2017 – Grade 4 Send-Off celebration

June 21, 2017 – Grade 8 Send-Off celebration at 9:00 a.m. A student breakfast will be held prior beginning at 8:00 a.m.

June 21, 2017 – Last day of school, half-day for students

Recognition:

Mrs. Watts announced that a \$20,000 state grant was received for professional development opportunities for teachers over the summer. The focus will be on English, Science, Math and Positive Behavior Interventions and Supports (PBIS). Teachers will engage in curriculum building and will include community outreach. She thanked Mrs. Clarke, administrators and teachers involved in helping design the grant. Mrs. Watts noted that 104 districts applied for the grant and only 34 were chosen.

Minutes:

- **Motion by Mr. Farber to approve the May 17, 2017 minutes of the Regular Business Meeting as submitted. (Second by Ms. Oney)**
- **Discussion**
- **Mr. Sauriol requested that revisions be made to the motion(s) format.**
- **Mr. Farber stated that he'd like to see the original motion in bold and if there was an amendment, the product of that.**

- **In summation, Mr. Keller advised that Lines 143-148, 156-164 and 180-191 be deleted.**
- **No further discussion**
- **Motion carries, as amended 5-0**

Superintendent's Report:

Mr. Bardwell gave an update on the school gardens initiative. Currently, gardens have been planted at Quarry Hill and Granite Valley. The produce harvested will be donated to the School Lunch Program. Mr. Bardwell noted that over the summer the Boy Scouts will be maintaining the garden at GVMS and summer school students will help maintain the one at QHCS. He thanked Mr. Morrell and his crew from the Highway Department for their help in delivering soil and mulch and Mr. Coles for his help with the raised beds.

Mrs. Clarke outlined the end of year activities at each school, noting that all senior week activities went very well.

Mrs. Clarke reviewed the current job postings.

Subcommittee & Liaison Reports:

Goals and Mandates Update:

Finance: Has not met, will follow-up after Facilities and Long-Term Planning Subcommittee meets to review final engineer's report.

Facilities and Long-Term Planning: A meeting will be scheduled.

Curriculum: Met on May 2, 2017, received an update from Mrs. Watts on the English Language Arts and Math Frameworks revisions. Another meeting will be scheduled.

Human Resources/Negotiations: No need to meet at this time.

Policy/Diversity: A meeting will be scheduled after the re-organization.

Old Business:

Mrs. Clarke introduced Grade 3 teachers Mrs. Begnoche, Ms. Hurley and Ms. Madden who provided a PowerPoint presentation on the 1:1 Chromebook Initiative. The in-depth overview provided many examples of how the Chromebooks are utilized in the classrooms. Individual students presented several samples of work done on their Chromebooks and gave specific reasons why they felt they were so useful. A short question and answer period followed. Mrs. Clarke thanked Mr. Schubach and Mrs. Prentiss for all their hard work on this initiative. She also thanked the students and teachers that volunteered their time to attend the meeting.

- **Motion by Mr. Keller to approve the 1:1 Chromebook Initiative as presented by Mrs. Clarke and others this evening. (Second by Mr. Sauriol)**
- **Discussion was held regarding the budget impact going forward.**
- **No further discussion**
- **Roll Call Vote:**
 - Mr. Sauriol Yes**
 - Mr. Keller Yes**
 - Mr. Farber Yes**
 - Ms. Oney Yes**
 - Mr. Maia Yes**
- **Motion carries 5-0**

Mr. Schubach and Mrs. Prentiss presented the student survey results to the 3rd Grade Chromebook Pilot.

Mr. Sauriol requested, and the Committee approved, moving New Business to this time in the meeting, with Old Business to be continued afterward.

New Business:

Mrs. Clarke gave a PowerPoint presentation on the District Technology Plan for 2017-2022. She began by thanking the members of this Committee who worked tirelessly inside and outside the school day. She and Mr. Schubach provided a comprehensive summary of the plan, outlining, in detail, the six Benchmarks that were created. Mrs. Prentiss explained the SAMR Framework – Viewing Technology Integration in the Classroom. Mrs. Clarke described how the District Technology Plan aligns with the current Strategic Plan. A brief question and answer period followed. She noted that Committee members will continue to meet as the plan is implemented.

Old Business-continued:

Mr. Keller noted that he spoke to Mr. Brassard, Town Administrator to secure a date for the School Committee to meet jointly with the Board of Selectmen. He will follow-up with an email to Mr. Brassard after the town election.

Mrs. Clarke shared the concerns of Mrs. Loglisci regarding the motion for a cost analysis to out-source the Transportation Department. She proposed that Mrs. Loglisci attend a future meeting to present the information she has gathered thus far. Several Committee members expressed their concerns and comments regarding the situation and agreed that the discussion will be continued at a subsequent meeting with Mr. Smith and Mrs. Loglisci present.

The Committee reviewed the timeline for the Superintendent's evaluation. Questions were addressed on member's access to Teachpoint, as all the Superintendent's evidence has been submitted in accordance with the original timeline. Discussion ensued regarding Mr. Maia's concern that this evaluation should be conducted with a full Committee, adding that the current timeframe precludes the input of a sitting Committee member and includes a newly elected member.

New Business – continued:

Mr. Maia questioned when the last time the Committee had conducted an analysis of building security. Mr. Keller replied that the Committee has not done this type of analysis. Mrs. Clarke reviewed all the security measures that have been implemented over the past several years (i.e. cameras at school entrances, intercoms and screens have been updated for increased clarity, protocol for admittance into the building, Alert, Lockdown, Inform, Counter, Evacuate A.L.I.C.E. procedure is in place for possible crisis in a building, all staff has been trained on this protocol. COPSYNC is being considered, with the assistance of PTSA funding). Mr. Maia felt that the Committee should have some oversight and all security measures be documented in manual form. Mrs. Clarke referred to the District Crisis Manual revised last year under Mr. Bardwell's guidance. A copy will be sent to Committee members, if desired.

Mr. Keller left the meeting at 8:38 p.m.

Mr. Maia stated that he felt it would be valuable to conduct a cost analysis of the Business and Facilities Department, including custodial.

- **Motion by Mr. Maia to conduct and solicit bids to prepare a full analysis of outsourcing the facilities and custodial departments versus the current hybrid model and full integration of in house servicing in order to determine the most effective and cost-effective model. (Second by Mr. Farber)**
- **Discussion followed**
- **Roll Call Vote:**
 - Mr. Sauriol Yes**
 - Mr. Farber No**
 - Ms. Oney No**
 - Mr. Maia Yes**
- **Motion denied 2-2**

Mr. Maia made a recommendation to revise Student Emergency Forms to read Parent #1 and Parent #2. Mrs. Clarke will be sure that revision is made on the preschool forms, others have been previously revised with four parent line choices.

Public session:

Mr. Sauriol opened Public Session at 8:54 p.m.
 No one from the public came forward to address the Committee.
 Mr. Sauriol closed Public Session at 8:54 p.m.

Action Items:

Follow-up with Board of Selectmen joint meeting request after election.
 Follow-up with Mrs. St. Marie regarding access to Teachpoint.
 Date for Curriculum Subcommittee meeting
 Transportation presentation at July meeting
 Set Policy Subcommittee meeting – June 21, 2017 at 6 p.m.
 Mr. Sauriol will follow-up with Mr. Maia and Ms. Oney for any questions on the Superintendent Evaluation Tool.
 Mrs. Methe will send District Crisis Manual to Committee members requesting it.

- **Motion by Mr. Farber to adjourn Open Session. (Second by Ms. Oney)**
- **Mr. Sauriol thanked Mr. Maia for his time on the Committee, noting he will be missed. Ms. Oney offered her personal thanks as did Mrs. Clarke.**
- **No further discussion**
- **Roll Call Vote**
 - Mr. Sauriol Yes**
 - Mr. Farber Yes**
 - Ms. Oney Yes**
 - Mr. Maia Yes**

Open session closed at 8:57 p.m.

Documentation for this meeting:

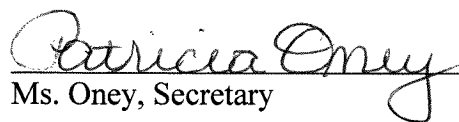
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Distributed at Meeting:
District Technology Plan 2017-2022

Approved by Committee:


Ms. Oney, Secretary