

**Minutes of the
Monson School Committee
Regular Business Meeting
Quarry Hill Community School – School Committee Meeting Room
March 14, 2018**

Present: Vice Chair Joel Keller; Secretary Jeff Lord; Committee Member Michelle Heroux

Also Present: Superintendent Cheryl Clarke; Director of Business & Facilities Don Smith; Director of Counseling Robert Bardwell; MHS Principal William Metzger; Recording Secretary Karen Methe

Absent: Chair Joshua Farber and Committee Member Patricia Oney

Note: This meeting was video-recorded.

Mr. Keller called the meeting to order at 7:01 p.m.

Mr. Lord read the Mission and Vision Statements.

Announcements:

Sergeant Jane Bailey of the Monson Police Department has been appointed as the School Resource Officer (SRO). She will begin in the district on March 20, 2018. Mrs. Clarke thanked the town for fully funding this position.

There will be an Alert, Lockdown, Inform, Counter, Evacuate, (A.L.I.C.E.) Parent Night on March 15, 2018 at 6:00 p.m. in the School Committee Room at Quarry Hill Community School (QHCS). Parents, as well as community members are urged to attend.

March 15 and 16, 2018 are early release days for students. Professional Development will be held on March 15, 2018 and Parent Teacher Conferences will be held March 16, 2018.

Recognition:

Monson High School representative Hayley Fennyery spoke about the assembly that was held today to honor the victims of the Parkland, FL school tragedy. As a safety precaution, students gathered inside the building. In 17 groups students worked collaboratively to create 17 suggestions to improve their school culture. Haley noted that it was a great way to bring the grade 9-12 student body together to discuss their concerns and opinions. Both Mrs. Clarke and Mr. Metzger expressed how proud they were of the way students conducted themselves.

Minutes:

- **Motion by Ms. Heroux to approve the February 28, 2018 minutes of the Regular Business Meeting as submitted. (Second by Mr. Lord)**
- **No discussion**
- **Motion carries 3-0**

Student Representative Reports:

GVMS-Olivia Chrzan and Molly Szado

A School Council meeting was held after school today.

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The SOAR Program will be attending a field trip to Monson Savings Bank on March 22, 2018. Also on March 22, 2018, author Meredith O'Brien will be welcomed at a student assembly at 1:00 p.m. in the auditorium. Ms. O'Brien is the author of "*Mr. Clark's Big Band*" for additional information please visit her website at www.mrclarkbigband.com
Career Day was postponed due to snow days. A new date will be scheduled for late April or May. Happy Pi Day (3.14) to all lifelong learners.

MHS- Haley Fennyery

The Student Council held a hat and pajama fundraiser with all proceeds being donated to Parkland, Florida.

Students chose their classes for next year after participating in group meetings with a counselor. Course selection sheets were taken home to be signed by a parent and/or guardian.

The girls' basketball team secured the first ever Western Massachusetts (WMass) win to qualify for the state finals. A send-off celebration is planned for Friday with the game on Saturday at either Springfield College or the Mass Mutual Center, as they continue on their journey to make Monson High School history.

Students participated in College and Career Week. All grade levels learned about different levels of college prep, presentations were geared to specific grade levels. Students also gained knowledge of various careers.

The Winter Athletic Awards banquet will be held on March 26, 2018.

Mrs. Clarke requested that Agenda item #10 New Business be moved to this time in the meeting. The Committee agreed to the request.

New Business:

Mr. Metzger began in stating that watching the excitement and support of the community for the girls' basketball team in addition to the seriousness, thoughtfulness and collaborative way the student leadership worked with faculty and administrators on making today's event honoring the Parkland, Florida victims was meaningful and positive. This makes him continually proud to be the Principal of Monson High School.

The girls' basketball team, as noted earlier in the meeting, are WMass Champions. The Massachusetts Interscholastic Athletic Association (MIAA), through anonymous corporate sponsors, is offering overnight accommodations, full practice at the venues each team will be playing, a tour of the Basketball Hall of Fame and a banquet to each team. There are 16 players and 4 chaperones. Mr. Metzger is seeking approval from the Committee for an overnight field trip.

- **Motion by Mr. Lord to approve the overnight trip for the high school girls' basketball team to Springfield this coming weekend, beginning Friday evening and returning Saturday late afternoon/early evening, to be determined. (Second by Ms. Heroux)**
- **No discussion**
- **Motion carries 3-0**

Subcommittee & Liaison Reports:

Human Resources and Negotiations:

An initial meeting was held to set ground rules. Subsequent meetings have been scheduled for March 22 and 29, 2018.

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Finance Subcommittee:

A meeting was held on March 6, 2018. Mr. Keller noted that the budget continues to be looked at. He sent a copy of the initial FY19 budget to Committee members. Stating that there is approximately a \$500,000 funding gap, Mr. Keller provided a high level overview, reviewing the \$202,000 that was trimmed from the budget with the Tier 1 cuts. He also reviewed the Tier 2 cuts, adding that those cuts may change as/if the net school spending amount is adjusted. Mr. Keller outlined the programs that were remaining or being added. He stated that QHCS requires \$3,000,000 in repairs, including the roof and windows, for it to remain a viable building. Mr. Keller acknowledged that Mrs. Clarke had presented the budget to the Town Finance Committee on Monday, March 12, 2018. Mr. Keller then noted that a funding gap remains, the budget is not yet complete and the numbers and figures regarding negotiations, above and beyond what has been discussed, will factor into the gap.

Mr. Keller had a question regarding the special education variance. Mr. Smith stated he would be meeting with Ms. Morneau, Director of Pupil Services, and get that information to Mr. Keller by the end of the week. There was a brief discussion on QHCS repairs being part of the capital funding request. Further discussion on the future of the buildings, in light of declining enrollment, was held. Mr. Lord inquired if QHCS would be the building to close, if necessary. Mrs. Clarke specified that there are approximately 8 more years that the town has to pay off the renovations at the middle school, beyond that for the high school and QHCS is paid.

Mr. Keller reminded everyone that there has been discussion and Mrs. Clarke continues to work on the possibility of closing a building.

Mrs. Clarke then outlined the information that has been presented to all staff, the Parent Focus Group and Parent Teacher Student Association (PTSA), and gathered their concerns. The Parent Focus Group continues to work on ideas and disseminating the correct information to the community. She will schedule a Parent Information Night. A survey will also be going home, via "*In the Loop*" for parents to voice their concerns. A draft copy of the survey results will be presented to the Parent Focus Group. A short discussion was held on the transportation budget, including condition of buses, with Mr. Smith noting that one new van will be purchased. No new busses will be purchased.

Superintendent's Report:

On March 1, 2018, SchoolWorks, an outside consulting firm, visited QHCS. Funded by a grant from the District and School Assistance Centers (DSAC) as part of their work in the district, representatives spent the day interviewing small groups of staff members and walking through classrooms. Instruction, leadership, student support and school climate was also observed. An initial report was generated which resulted in some adjustments being made to the Turnaround Plan. New safety protocols have been put in place district-wide. Visitor tags have been updated, photos will be taken for staff identification badges, alarm codes have been changed and additional A.L.I.C.E. drills will be conducted. QHCS staff and students will participate in further A.L.I.C.E. training.

Mrs. Clarke and the Administrative Leadership Team (ALT) met with local realtor Karen King to brainstorm ideas on presenting a positive vision of the school district. Mrs. Clarke thanked Ms. King for a very productive meeting. Ms. King also visited the afterschool MADE Program.

Business and Facilities Report:

Mr. Smith mentioned the \$50,000 variance adding that once the meeting takes place with Ms. Morneau to look at special education numbers as well as some of the new maintenance initiatives surrounding building security precautions, in addition to snow removal will have an impact to the budget variance.

Mr. Keller questioned the trending variance. Mr. Smith replied that he would look at it stating the budget is not in freeze mode yet but evaluating all costs.
Mr. Smith clarified the information on repairs at QHCS. Citing the \$3,000,000 in repairs necessary to make the building structurally sound and water tight, an additional \$2,000,000 of remediation will have to go into it but could be stretched out over a period of time.

Old Business:

None

New Business:

The Public Budget Hearing date will be scheduled for April 11, 2018 at 6:30 p.m.

Mrs. Clarke provided information for approval to make Good Friday, March 30, 2018, which had originally been a day off, a school day. She noted that staff requests for Personal Days would be honored.

- **Motion by Mr. Lord to amend the school calendar and make March 30, 2018 to a full day of instruction for the district. (Second by Ms. Heroux)**
- **No discussion**
- **Roll Call Vote:**
Mr. Keller No
Ms. Heroux Yes
Mr. Lord Yes
- **Motion carries 2-1**

Blizzard Bags were discussed at length. Work is provided for students to complete in the event of a snow day with teachers being available by phone or email. These days would count by the Department of Elementary and Secondary Education (DESE) as a school day. Mrs. Clarke voiced her concerns but is open to exploring the possibility for next year. She noted that if the Committee would like her to begin the process of obtaining information she would do so. Mr. Lord said he would welcome a fact finding presentation. Mr. Keller had questions and noted that he did not feel this was high on the priority list given numerous other high level work being done by the Superintendent at this time. It was the consensus of the Committee members present to defer the exploration of Blizzard Bags to the summer given that there would be an impact to Curriculum, Human Resources/Negotiations and Policy Subcommittees.

Public session:

Mr. Keller opened Public Session at 8:06 p.m.

No one came forward to address the Committee.

Mr. Keller closed Public Session at 8:07 p.m.

Review of Action Items:

March 28, 2018 – Regular Business Meeting at 7:00 p.m.

April 11, 2018 – Public Budget Hearing at 6:30 p.m.

April 11, 2018 – Regular Business Meeting at 7:00 p.m.

April 25, 2018 – Regular Business Meeting at 7:00 p.m.

Mrs. Clarke will speak to Mr. Farber to schedule another budget meeting.

April 2, 2018 – Finance Subcommittee Meeting at 5:30 p.m.

April 2, 2018 – Facilities and Long-Term Planning Subcommittee Meeting at 6:00 p.m.

Mrs. Methe will contact Mr. Farber and Ms. Oney about the possibility of scheduling a Policy Subcommittee Meeting on April 11, 2018 at 5:30 p.m.
A Curriculum Subcommittee Meeting needs to be scheduled.

- **Motion by Mr. Lord to move to Executive Session under M.G.L. Chapter 30A, §21a, Purpose #2, to conduct strategy session in preparation for negotiations with non-union personnel and Purpose #3, to discuss strategy with respect to collective bargaining and litigation, not to return to Open Session. (Second by Ms. Heroux)**
- **No discussion**
- **Roll Call Vote**
Mr. Keller Yes
Ms. Heroux Yes
Mr. Lord Yes
- **Motion carries 3-0**

Open session closed at 8:14 p.m.

Executive Session began at 8:19 p.m.

Documentation for this meeting:

Agenda-Regular Business Meeting

March 14, 2018-Regular Business Meeting-Draft Minutes

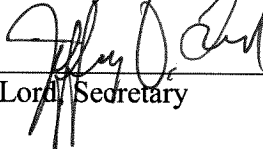
Distributed at Meeting:

BIG Things are Happening-Survey

Transportation Department Budget

FY18 Budget – February

Approved by Committee:



Mr. Lord, Secretary