

## WINCHESTER BOARD OF EDUCATION

Type of Meeting: Regular BOE Meeting Minutes

Date: Tuesday, November 14, 2017 @ 7:00 p.m.

Location: P. FRANCIS HICKS ROOM, 2<sup>ND</sup> FLOOR, TOWN HALL

Meeting Facilitator:

Melony Brady-Shanley, Superintendent and Doug Pfenninger, BOE Chairman

### I. Call to order: 7:03 pm.

- a) New Board of Education Members sworn in
- b) Election of Chairman & Secretary - Michelle Hintz is moderating.  
CHAIR - Doug - Christine nomination. VOTE: 8-0  
SECRETARY - Alex to nomination - Nora nomination. VOTE: 8-0

### c) Committee Assignments:

All BOE and community members can attend any meeting as nonvoting members

1. Finance Committee -  
Nora, Liz, Chris, Michelle, Doug, Cheryl, & Jamie. Quorum: 4.
2. Curriculum Committee -  
Liz, Alex, Nora, Jamie. Quorum: 3.
3. School Policy & ByLaws -  
Michelle, Alex, Doug, Cheryl. Quorum: 3.
4. Facilities Ad Hoc Committee -  
Michelle, Liz, Doug, Jamie, and Pete Marchand & Candy Perez. → Quorum 4.  
Meeting times Tues and Thurs. First Tues. After Thanksgiving.  
Next Ad Hoc Facility Meeting - November 28, 2017. Tuesday at 7 pm
5. Appointment of BOE Members to The Gilbert School Board -  
To be left vacant at the moment. Meeting times - 3rd Wed. of the month, 7 pm.  
Current members: Liz, Michelle, Doug.

### II. Pledge of Allegiance

### III. Roll call:

Present: Melony Brady-Shanley, Superintendent, Jamie Duffy, Cheryl Heffernan, Michelle Hintz, Nora Mocariski, Liz O'Dowd, Doug Pfenninger, Alexandria Propfe, Chris Royer.

Absent: Shana DeVoux

### IV. Agenda Review Discussion Possible Action:

- a) Regular Board of Education Agenda: November 14, 2017
  - Motion to remove Item XVI from agenda: Nora Mocariski - first, Liz O'Dowd - second → Unanimous
  - Motion to add under Item IX to agenda: To add Special Meeting Minutes from Oct. 12, 2017 - Superintendent's Evaluation - Christine Royer - first, Alex Propfe - second → Unanimous.

- Motion to move Item VI to next item on agenda → Christina Royer -first, Michele Hintz, second → unanimous

V. Recognitions (Formally Item VI on the Agenda)

a) Pearson – CMT Scores on Science - Pearson presented for commendation for academic performance on Science CMT test. 5.1% above state average.

VI. Comments from the Chairman

- Welcome new members.
- Administrators that are invested in the school system.
- Nick from CABA - commented that this is a very “thoughtful Board.”
- We listen to each other. Privilege for serving with us all.

VII. Presentations

a) Special Education - Seamus Cullinan - Director of Student Services. Passed audit State BOE. PD for Staff - coordinated and with Gilbert. Pre-K through 6 FOCUS: fidelity of implementation & build programming. We have students with needs, so we’ve been building programming for them and writing “defensible IEPs” for students and due process protections. SRBI focus. [Handout - graphic]. Multiple evaluations are being used/conducted to identify students. Seamus willing to sit with any BOE member to discuss further. Positives on program development: Program development for highest needs students from self-contained. All 5 to 7 students had 90% mainstreamed time other than unstructured times, at Pearson. The program is moving to Batchellor. Sandra Murphy at Pearson & principles kudos. BCBA certification is almost complete as a school psychologist. Showing commitment to the district. [handout]; Cost trends [handout]. In the past - spending 3 million out of district programming, but by 2019, we are projecting a 1.5 million reduction in spending. However, numbers can ebb and flow depending on who enters this district/exits this district. Transitioning a student into 7th grade from out of district placement. QUESTION: Does Seamus see any trends in Special Education needs coming up our way? Pre-K was a high-need area. i.e., SRC at Batchellor on behavior. Special Ed #s included [Handout]. ODD # reduced from 47 to 28 over time. GOAL is to reduce further to 15 to 20. We anticipate the continuance of negotiation of tuition prices with other services. Some are now coming into our district, and we are gaining revenue for this.

b) Professional Development - Melony. [PPT handout]. Oct/Nov timeframe. Plan to expand inquiry-based on next year. STEM instructional coach out of Commissioner’s Network Grant. NGSS standards. To help craft going forward.

VIII. Public Hearing

Five minutes allotted to each speaker per Board Policy #9325 No BOE employee, student, or community member should be defamed within a public comment.

None.

IX. Consent Agenda Items Discussion Possible Action:

a) Minutes of Regular Board of Education Meeting: October 11, 2017

- Motion to accept: Michelle Hintz, Second; Christine Royer → Unanimous
- Motion to accept Minutes of Special Meeting October 12, 2017: - Motion: Liz O'Dowd, Second, Christine Royer → Unanimous

X. Correspondence to the Board

a) Seth Tobin - Grievance - Denied payout of vacation time. Requested mediation. Scheduling mediation with him will be around January 11, 2018. Cost for WBOE \$200. Fee. This is "tripartite" meaning we will not get the \$200 back.

XI. Superintendent's Reports & Action Items Discussion Possible Action

- Superintendent's Report - Welcome new WBOE members. [packet page 14-15]
- School Enrollment - increasing.
- Chronic Absences - Below the 5% goal - at the moment: 3.4% for district. 14 students are chronic at Batcheller; five students are chronic at Pearson. Regarding 14 chronic cases at Batcheller: Typically at issue are kindergarten absences.
- Curricular Update. Presented.
- OCR Timeline - Must be in compliance with website by January. 18, 2018. We are investing "a huge number of hours, energy, and effort to make the website visually compliant." Impact → teachers have had to scale back because we have had to make it ADA compliant. Takes each document 15 min. to convert. Takes too long to put documents thru this process. For example, to post BOE policies, it takes 15 minutes per policy page to process. Kudos to Joe Cifaldi and Darlene Bentley for working tirelessly on this task. Consequence: It will narrow down / limit what we post on our webpage because, for example, we need a caption for every single picture. This compliance holds true for any state or municipal website. Melony will request from the BOE support for a one-time stipend for the two individuals working on this project.
- New Hires - most consultant based hiring. To review out BOE leisure.

XII. Board Action Items

a) MOU-Recruitment Stipend / Contracted Service vs. Employee Cost Review [Nancy O'Dea-Wyrick presented]

- Motion to accept: Michelle Hintz, first, Cheryl Heffernan second → Unanimous.

b) Custodian & Administrator Contracts - Administration Contract runs from July 2018 to June 2021. No step increases, no more payment of unused sick time, no longer paying for their certifications. Wage increases: 2.5% 2.6% 2.65% total 7.8% over 3 yrs. 27K increase cost to the district over three years. 2000/4000 HSA, (\$4000 savings in the first year). Premium cost shares: 14% to 15.5 to 16%; HSA contribution 100% by district, then 85%, then 75% in 3rd year. DDS is same as health contribution. Conference \$50 a day off-site (meal, travel, gas, as consistent with IRS regulations). Annuity same.

- Motion: first, Michelle Hintz, Second Nora Mocarski → Unanimous.

Custodial contract Goes back to July 2016. It was finally resolved, and this current contract will end in 2019. We avoided arbitration. 1% per year over three years. 3% or \$7500. All moved HSA 1500/3000 (savings: \$2000 in year one) contributions to 11%,

12%; 75% contribution by BOE and then 50% in the second year. DDS - 10% contribution. six custodians one maintenance.

- Motion: first, Christine Royer, second Liz O'Dowd → Unanimous.

c) Paraprofessional MOU - This will create two types of Paras - 2) Temporary Para for 90 days - for temporary assignments for students while we determine student needs in our district. Allows us to vet that para when hired as well. Compromise with the union to allow us to not hire a full-year para.

- Motion: first, Doug Pfenninger. Second Liz O'Dowd → Unanimous.

d) Early Retirement Incentive: [handout]. To incentivize teachers to let us know earlier that they will retire to be better prepare a more accurate budget. Potential savings to the district.

- Motion: first, Cheryl Heffernan Second, Michelle Hintz → Unanimous.

### XIII. Reports of BOE Standing Committees

- a) Finance Meeting – November 9, 2017
- b) Policy Meeting – October 12, 2017 - Meeting this Thurs. will have to be rescheduled because of new members - need to work around multiple schedules.
- c) Curriculum Meeting – October 12, 2017.
- d) Special Meeting – October 12, 2017 - Template for superintendent evaluation was adopted. Copies to be sent to new BOE members.

### XIV. Unfinished Business - None.

### XV. New Business Discussion and Possible Action All required language [see packet pp. 37-89] boilerplate language. Minimal changes were made. Only include the name of our district.

- a) Policy # 5125(a) Student Records; Confidentiality – 1<sup>st</sup> read
- b) Policy # 5125.11(a) Student Health / Medical Records – 1<sup>st</sup> read
- c) Policy # 5141.5(a) Student Suicide Prevention / Intervention – 1<sup>st</sup> read
- d) Policy # 5144.4(a) Discipline Physical Exercise and Discipline of Students - 1<sup>st</sup> read
- e) Policy # 5145.511(a) Students Exploitation; Sexual Harassment – 1<sup>st</sup> read

Michelle reporting - 6000 and 3000 series at the next meeting. Second read of 5000 next meeting.

### XVI. Adjournment @. 9:28 pm,

- Motion: first, Michelle Hintz, second, Alex Propfe → Unanimous.