

WINCHESTER BOARD OF EDUCATION

Type of Meeting: REGULAR MEETING MINUTES

Date: TUESDAY, DECEMBER 12, 2017

Location: P. FRANCIS HICKS ROOM, 2<sup>ND</sup> FLOOR, TOWN HALL – 7:00 P.M

- I. Call to Order at 7:03pm
- II. Pledge of Allegiance
- III. Roll Call
  - A. Present: Melony Brady-Shanley, Superintendent of Schools, Michelle Hintz, Nora MocarSKI, BOE Secretary, Liz O’Dowd, Doug Pfenninger, BOE Chairman, Alexandria Propfe, Shana DeVoux enter 7:22pm.
  - B. Absent: Jamie Duffy, Cheryl Heffernan, Christine Royer
- IV. Agenda Review
  - A. Regular Board of Education Agenda: 12/12/17
    1. MOTION by M. Hintz to add the items below to the agenda after “Correspondence to the Board:” → SECOND by L. O’Dowd → UNANIMOUS. [See Item IX]
      - a) Theresa Padin appointment to the Gilbert Board of Education
      - b) Hire a secretary to record minutes at meetings
      - c) Stipend proposals for Darlene & Joe for payment of OCR work @ \$2500 each
- V. Comments from the Chairman
- VI. Presentations
  - A. Two Special Service Students
  - B. Pearson Show Choir
- VII. Consent Agenda
  - A. Minutes
  - B. Grant Draper Foundation Fund.
    1. MOTION: A. Propfe, SECOND: L. O’Dowd → UNANIMOUS.
- VIII. Correspondence to the Board
  - A. Seth Tobin moved to April 23, 2018
  - B. District Data - EdAdvance, yearly report to each district [in packet]
- IX. Agenda Review
  - A. Stipend Darlene and Joe - OCR Compliance - Stipend \$2500 each. They have already worked over 80+ hrs on the project. Paperwork to be drafted itemizing this information by Nancy O’Dea-Wyrick to be at next BOE meeting
    1. MOTION to approve payment by N. MocarSKI, SECOND by M. Hintz → Unanimous
  - B. To hire a secretary to write up Board meeting minutes
    1. Suggested to advertise for this position via Facebook page. Remuneration TBD after Nancy O’Dea Wyrick and Melany to research
    2. MOTION to approve advertisement for a secretary: M. Hintz, SECOND: L. O’Dowd
  - C. Gilbert BOE appointment - Michelle, Liz, and Doug. Need a 4th person to serve.
    - a) Melony Brady-Shanley suggested Theresa Padin who is a member of the Winchester teaching staff, parent of a Gilbert student.
    - b) BOE Chair to appoint Theresa Padin. The next Gilbert Mtg: 12/13/17.
- X. Superintendent Report
  - A. School enrollment [enclosed]
  - B. Chronic Absenteeism [enclosed]

1. Discussion: Significant increase in November especially at Batcheller. Study to be conducted by the superintendent to determine when this increase occurred within November as a way to determine cause. Questions - When are these absences occurring? Are students absent because of extension of the holiday break or are they ill?
    - a) Defining Chronic as 10% of school year, more than 2 days per month.
  2. January - report to show us when kids are absent. Data will also be compared to last year at this time.
  3. Staff Attendance Report [enclosed]
    - a) Decrease in overall absences by 154.5, savings of \$8850.00
      - (1) Calculated using AESOP which allowed us to determine how many absences required a substitute
- C. New Hires
1. Facilities Operation Supervisor & Maintenance Tech.
  2. STEAM Instructional Specialist
    - a) Job description posted when job was posted.

XI. Board Action Items

- A. Donation of hats, gloves, mittens, etc.
  1. MOTION: D. Pfenninger. SECOND: L. O'Dowd → Unanimous.
- B. Academic Calendar Approval - M. Brady-Shanley brought together three school systems into one calendar for cost savings.
  1. MOTION to accept calendar: M. Hintz, SECOND: A. Propfe. → Unanimous.
- C. Stacy Maule - Tuition Assistance for BCBA certification. Commitment for 2 yrs for WBOE. Helps us save money. No more than 12K no more than 6K per year. Baypath. Accredited institution.
  1. MOTION: N. Mocarski, SECOND: L. O'Dowd, → Unanimous.
- D. Melanie Walker - Education Leave, Not Sabbatical. A long-term certified teacher will act as a long-term substitute during M. Walker's leave. To pay at the substitute rate for 44 days, and on the 45th, as long-term substitute pay. Superintendent discussed cost-savings to the district because this person will serve the district during and after the certification and we will not have to go out and hire contracted services. M. Walker will be paid a ½ year's salary while on leave.
  1. MOTION: M. Hintz, SECOND: N. Mocarski → Unanimous Leave of absence

Correction to these minutes for section XI – D was approved on 5-8-2018 to read the following:

Correction to BOE meeting

See BOE packet page 41: Minutes from December 12, 2017, under "Board Action Item #D" were incorrect.

Motion to STRIKE from December 12, 2017 Winchester Board of Education Regular Meeting Minutes under "Board Action, Item D" as stated: "M. Walker will be paid a ½ year's salary while on leave" to correct this to state: "Will not receive pay or benefits during the time of said fellowship."

Motion: First: A. Propfe, Second: J. Duffy → 7-0-1.

XII. Reports of BOE Standing Committees

- A. Finance Meeting - in the black
- B. Ad Hoc Meeting - meet two times since the last time this BOE has met.
  1. See report from M. Brady-Shanley and CREC
    - a) CREC - Will use our previous building reports to go forward.
    - b) Suggested to use a "Go Fund Me" page to raise monies for construction.
- C. Policy Meeting - M. Hintz reported on progress made for policy work.

XIII. Unfinished Business - None.

- XIV. Next policy meeting will be on Tuesday, December 19, 2017 at 7pm.
- A. 5125a FERPA Regulations
  - B. 5125.11
  - C. 5141.5
  - D. 5144.4
  - E. 5145.511
    - 1. MOTION to accept these NEW policies above, A-E: N. Mocarski, SECOND: A. Propfe. Unanimous.
  - F. First reads
    - 1. 6164.12
    - 2. 6164.11
    - 3. 3542.22(a) - federally mandate
    - 4. 6162.51(a) - Proposal made to add "gender identity" and "sexual orientation" to the language.
    - 5. 6141.312(a) - federally mandated
- XV. Executive Session.
- A. MOTION: On 12/12/17 at 9:18pm motion made by M. Hintz to go into executive session to discuss a personnel matter. SECOND: L. O'Dowd. → Unanimous.
  - B. MOTION: On 12/12/17 at 9:27pm motion made by M. Hintz to come out of executive session. SECOND: L. O'Dowd → Unanimous.
  - C. MOTION: On 12/12/17 at 9:27pm motion made by A. Propfe to approve the "General Release and Settlement Agreement" SECOND: L. O'Dowd → Unanimous.
- XVI. Adjourn
- A. MOTION to adjourn made at 9:29pm by M. Hintz, SECOND: A. Propfe. → Unanimous.

Minutes submitted by N. Mocarski, BOE Secretary.