

SCHOOL COMMITTEE MEETING  
THURSDAY, JUNE 16, 2016  
TOWN HALL AUDITORIUM

1. Call to order: 6:02 P M.

Present: Danielle LaPointe, Janet Corbosiero, Greg Vine, Larry Murphy  
Steve Haddad-Superintendent, Mark Chapulis-Business Office, TMS

2. Pledge of Allegiance

3. Citizen Questions and/or Comments: none

4. Correspondence and Announcements: none

5. Student Representative: none

6. Student Recognition: none/Teacher of the Month-none

J. Corbosiero moved to take Agenda Items 7 & 8 out of order and put it after 9. Second by G. Vine.  
Approved 5-0-0.

9. New Business:

- a. Retirement Acknowledgement-Superintendent Haddad commended Kathryn Vanderhoof on her 10 years of service in the district, and reviewed her accomplishments during her academic career. L. Murphy presented her with a plaque, a plant and a balloon. The committee offered their congratulations and best wishes, thanking her individually and collectively. She advised all involved in public education to "get to know the kids; they will tell you what they need". She stated she really enjoyed (her time) here, yet she is excited to move on.
- b. Playground-Toy Town Elementary -J. Corbosiero moved to move on to (agenda item) c and wait for the playground discussion until Mrs. Santos arrives. Second by G. Vine. Approved 4-0-0.
- c. Edivate Presentation - Jessica Vezina, Assistant Principal, Murdock Middle School, and Mary Akers, Assistant Principal (FY16-17), Toy Town Elementary, presented Edivate (previously called PD360), a product of School Improvement Network. A new law, ESSA, requires reformed Professional Development (PD); this program helps educators be more effective and help students succeed, making education personal for students and educators. M. Aker stressed the need to tap into technology to keep students engaged in learning. She noted that most PD is not carried forward or embedded into the classroom or job. It should be relevant to each school/district/building improvement plan, and support the school improvement process. The program is funded through the Title II grant, and must be evidence-based and follow State PD mandates. The presenters explained how the program was researched, its' use and effectiveness. They reviewed the 3 key factors for successful implementation, the work and goals planned. The district should see results in 3 years, when a re-evaluation of the 5-year long term commitment will take place. The district committed to this a month ago at a cost about \$16,000 for the software program, the cost does not include the training. Five (5) Administrators will attend the

August Boot Camp training. Discussion included concerns regarding support from the staff and parents; a charrette may be held to address these.

#### 9 New Business:

- d. Playground - Toy Town Elementary-Renee Eldridge, TTE PTO President, and Tina Santos presented Project Playground. The group, which already has 270 members, is working to repair and restore the TTE playground and basketball court. They are using social media to further inform the public of their plans and efforts. Feedback has been positive and insightful. The PTO has worked with Jim Murphy to move forward and ensure the vandalism does not continue to happen. They will reach out to local groups and business to volunteer material, time and elbow grease. They hope to have the structure refurbished for the start of the 2016-17 school year, for children in the school and community. They asked the committee to consider holding a community day this summer so volunteers can come together to repaint and repair the structure. They explained the areas that need to be focused on. J. Murphy, Facility Director, is getting prices on items such as mulch, paving materials and various components. He explained what has already been done to try to make the area and structure usable and safe. S. Haddad noted he plans to have a security camera focused on the playground. J. Murphy thanked the DPW for helping with the pavement repairs so quickly. The committee, S. Haddad and J. Murphy thanked the parents for starting the process and addressing the issue.

J. Corbosiero moved to go back to the Superintendent report. Second by G. Vine. Approved 4-0-0.

7. Superintendents Report-Superintendent Haddad introduced the new Assistant Business Manager Gail Sarty, stating "she is a perfect fit in our organization". He reviewed her history in the district, and her background in accounts payable, payroll and MUNIS. She also talked about her background. S. Haddad noted that payroll has got to be the most important job in our school system. He noted that school is out for the summer; Administration has met on retreat the last 2 mornings, showing energy and excitement to move the district along. The district goal is to be at level 2 in 3 years and at level 1 in 5 years. Aesop's and Edivate will be great assets.

#### Business Office Report:

- a. Acceptance of SBRIT Gift- M. Chapulis explained the funds are part of a grant administered by the Ashburnham/Westminster district. WPS Head Nurse Mona McClure administers the program that educates nurses about substance abuse and addiction. The gift of \$2,170 must be expended by June 30, 2016. G. Vine moved to accept the \$2,170 gift from SBRIT. Second by L. Murphy. Approved 4-0-0.
- b. Chartwells Contract-M. Chapulis reviewed the amendments, noting the management fees increased by 3% for the FY15-16 and FY16-17; these were approved, after delays, by DESE. The WPS Custodians responsibilities were not addressed due to the approval delays; they will be negotiated in the new contract. The fee increase comes out of the overall food service budget. G. Vine moved to approve Amendment #1, dated June 30, 2015, in effect July 1, 2015 to June 30, 2016, Food Service Agreement with Compass Group, USA -Chartwells Division. Second by J. Corbosiero. Approved 4-0-0.

J. Corbosiero moved to approve Amendment #2-for the Chartwells Food Service for beginning July 1, 2016 and continuing till June 30, 2017. Second by L. Murphy. Approved 3-1-0. Contracts will be

submitted to DESE earlier for the next contract negotiations. J. Corbosiero requested sufficient notice regarding any contract expirations/renewals/negotiations.

M. Chapulis reported that he ran the expenditure report on Monday; he reviewed the figures and noted the balloon payroll to be issued on June 23<sup>rd</sup>. Total payouts leave a deficit of \$31,724.73. The funding sources outside of the budget come to \$221,492.49; the district will show a net surplus of \$189,767.76 from School Choice, Circuit Breaker and other sources.

G. Vine thanked M. Chapulis for the work TMS has done, noting the company came here during a situation that was not the best. M. Chapulis agreed there were challenges. He commended the improvements, including Aesop's, and recommended the district build a 1% of the budget cushion going forward. He reviewed the unexpected costs and expenses in the FY15-16 budget.

D. LaPointe thanked him and TMS for their time spent on things that would not be normal tasks.

L. Murphy agreed that TMS had a tough challenge and helped the district get through it. He also acknowledged their help when he joined the board.

S. Haddad echoed the above comments, noting TMS's job was even more challenging with a new superintendent.

8. Old Business: none

#### 9. New Business

- e. Communication Committee-The committee will study and determine how the cable channel and social media can be used to benefit the town. Interested boards should have a representative on the committee; G. Vine sent his letter of interest in.
- f. MASC/MASS Fall Conference-The conference is on November 2-5 in Hyannis, MA. It is funded in the budget. J. Corbosiero, L. Murphy and S. Haddad confirmed attendance.
- g. Superintendent Evaluation-S. Haddad noted he used the same form as for his goals. He listed the great things that have happened this year. Committee members will send their individual evaluations to D. LaPointe by June 23<sup>rd</sup>; she will compile the results and send them to the State by June 30<sup>th</sup>.
- h. Policies - Policy Sub-Committee
- i. Procedures for New Hires/Termination/Resignations/Changes-G. Vine moved to table this item to the 1<sup>st</sup> meeting in August (August 4<sup>th</sup>). Second by J. Corbosiero. Approved 4-0-0.

10. Citizens Questions and Comments: none

#### 11. Consideration of Minutes of Previous Meetings Not Yet Approved or Released:

- a. November 19, 2015- Regular Meeting-J. Corbosiero moved to approve the minutes with the changes she sent to Barrie. Second by L. Murphy. Approved 4-0-0.

12. Questions and Comments by Members-D. LaPointe suggested a WPS school committee member should attend a Monty Tech school committee meeting at some point. The next meeting is on June 22<sup>nd</sup>.

13. Other:

14. Future Agenda Items:

- Monty Tech Representative
- Sub-Committee Assignments - August 4, 2016
- Student Activity balance approvals - August 4, 2016
- Calendar -Annual

15. Executive Session: none

16. Adjournment: 8:17 P.M. L. Murphy moved to adjourn. Second by G. Vine. Approved 4-0-0.

Respectfully submitted: \_\_\_\_\_  
Barrie E. Martins, School Committee Recording Secretary