



Winchendon Public Schools

Date Approved/Released: 10/14/2021

Date Approved/Hold: _____

School Committee Chair: *L. Murphy*

School Committee Retreat & Meeting

September 16, 2021 - 4:30 pm

2nd Floor - Town Hall Auditorium

1. Call to order

2. Pledge of Allegiance

Attendance:

Larry Murphy, Chair, Ryan Forsythe, Greg Vine, Karen Kast-McBride, Thad King,
Interim Superintendent

3. New Business:

School Committee Goals:

T. King discusses the WPS Committee goals from 2019 but also notes that the items on the list of goals go back to 2016. He suggests that the committee think about consistency and continuity, to get back to the district's foundation and responsibilities in real academic outcomes.

T. King describes the new strategic plan that is being formulated by district leadership that corresponds to the December 2019 workshop. He states that the new strategic plan will be presented to the School Committee in the coming weeks.

G. Vine asks that T. King elaborate on the leadership and governance support use of data, assessment, curriculum and instruction.

T. King replies that he looked at the teacher rubric in the four major areas on which they are evaluated.

- a. Planning: how do we plan?
- b. Data: how do we use standard data?
- c. Instruction: how do we deliver our instruction?
- d. Communication and engagement.

G. Vine asks if T. King will let the School Committee know what role it will play in his

goals for the district.

T. King replies that the committee will indeed have oversight and management of some aspects of accountability as a district. He ultimately plans to help the district create documents that are meaningful and have meaningful outcomes for students.

K. Kast-McBride arrives and requests clarification on the topic at hand.

L. Murphy explains that the School Committee has three major responsibilities: budget, policy and the hiring, firing and evaluating of the Superintendent.

T. King suggests that they reset the School Committee goals, as the current list does not accurately represent the district as it currently stands.

L. Murphy suggests that one goal should be Budget Communication.

G. Vine replies that he would like to see more communication between the schools and the committee on academic excellence.

R. Forsythe proposes that one of the committee's goals be that they work with the Superintendent to ensure complete implementation and assessment plan for the strategic plan upon his presentation.

L. Murphy enumerates the list of goals as it stands:

- a. Budget Poll
- b. Community Engagement
- c. Teaching and Learning Goal
- d. Policy Proposal
- e. Appoint a Superintendent

K. Kast-McBride gives her vision for community engagement, stating that the committee should have better outreach among the schools and the community and the school committee, not with the goal of student retention and bringing more students into the district.

L. Murphy elaborates that it should state that the school committee will work with the Superintendent to develop three to five new strategies to engage the community and educational process by February 1, 2022.

K. Kast-McBride volunteers to shepherd this goal.

R. Forsythe volunteers to shepherd the policy proposal, elaborating that the committee will work with the Superintendent to establish a complete implementation and assessment plan.

T. King agrees that the strategic plan should be ready to present in November, as suggested by L. Murphy.

L. Murphy states that the committee will hire a new permanent Superintendent by December 20, 2021, and that the committee will monitor and assess student progress in the district through quarterly presentations by the principals of each building.

R. Forsythe suggests that the committee's budget goal be to follow the developed FY22 budget document as a roadmap for financial stability, strategic planning, program continuity and student achievement to monitor the progress of the budget throughout the fiscal year.

G. Vine and L. Murphy will monitor the goal of Curriculum Instruction and Assessment.

Superintendent Evaluation Process:

L. Murphy presents the next item on the agenda as the Superintendent Evaluation Process.

T. King presents a manual with detailed instructions, SMART goals, an appendix and the cycle of evaluation.

L. Murphy describes the way the evaluations were done in the past with a model, used in a mid-year review of the Superintendent.

School Committee Calendar:

L. Murphy presents the next item on the agenda as the School Committee Calendar.

After discussion, the committee agrees on the following dates:

- a. October 7 & 21
- b. November 4 & 18
- c. December 9 & 14
- d. January 6 & 20
- e. February 3 & 17
- f. March 3 & 17
- g. April 7 & 14
- h. May 5 & 19
- i. June 2 & 16
- j.

G. Vine makes Motion to accept calendar as put together. Seconded by K. Kast-McBride. Vote is unanimous.

MASC Recommended Policy Updates:

L. Murphy presents the next item on the agenda as the updated sexual harassment policy as recommended by MASC.

R. Forsythe makes Motion to accept the harassment policy. Seconded by L. Murphy.

R. Forsythe requests discussion, questioning how many title nine staff are dedicated in full or part to the title nine activities.

T. King replies that there is one title nine officer and it is the Pupil Services Director.

R. Forsythe asks how investigation decisions are made with only one title nine officer.

T. King explains that when investigation is necessary, the title nine coordinator appoints an impartial person, then the investigation is presented to the title nine coordinator or the Superintendent to make a ruling.

R. Forsythe asks how investigators are selected.

T. King explains that they are selected based on impartiality to the case.

L. Murphy seconds Motion to accept policy as written. Vote is unanimous.

4. Break

Motion made by G. Vine to take a 20 minute break. Seconded by K. Kast-McBride.

Vote is unanimous.

5. Public comment: None

6. Student Representative Report:

Murdock High School student representative gives report on updated news and events at MHS.

7. Consent Agenda:

Minutes:

School Committee Minutes presented for approval. Motion made by G. Vine to accept the School Committee meeting minutes from August 23, 2021. Seconded by L. Murphy. Vote is unanimous.

Extra Business - School Trip Approval:

T. King introduces Ms. Stephanie Rondeau, to present an out of state school trip for approval.

Ms. Rondeau asks that the High School Homecoming Dance be allowed to be held at

Hidden Hills facility in Orange, New Hampshire.

Motion to approve that the dance be moved to Hidden Hills made by G. Vine. Seconded by L. Murphy.

In discussion, G. Vine asks for a form to be filled out from now on for out of state trips of any sort where students are being supervised.

L. Murphy asks for vote. Vote is unanimous.

8. Superintendent's Report:

Before Superintendent's report is given, Motion is made by G. Vine to move vote on Equipment Disposal up on the agenda. L. Murphy seconds. Vote is unanimous.

Equipment Disposal:

Mr. Bill Clinton presents equipment disposal list of items for disposal and recycling.

After some discussion, G. Vine makes Motion to allow Mr. Clinton to dispose of the list of items that he's presented to the School Committee. Seconded by L. Murphy. Vote is unanimous.

Covid Update:

T. King presents updated COVID numbers as of September 16, 2021:

- a. Number of students and staff from Memorial/Prek sent home: 44
- b. Number of students and staff from Toy Town Elementary sent home: 2
- c. Number of students and staff from Middle School sent home: 7
- d. Number of students and staff from High School sent home: 11

G. Vine requests that discussion of vaccine requirements for employees be added to next meeting's agenda.

Budget Report:

T. King reports that the Town Accountant closed out the FY 21 and rolled over into FY 22 in terms of accounting system. End of year report is being prepared for DESE, due on October 4.

9. Old Business:

Superintendent Search Progress Update:

T. King gives updated on current Superintendent Search. Ms. Tracy Novik met with WPS faculty and staff and began interviews. Future dates are scheduled for her to meet with remaining faculty on Professional Development day. She will also meet with student council to get feedback from students. She has provided T. King with a survey to send to the community as well and it will be sent out tomorrow.

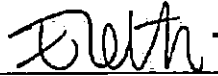
10. Future Agenda Items:

In addition to other future agenda items discussed tonight, the committee discusses holding a new teachers' reception before the next committee meeting.

11. Adjournment:

R. Forsythe makes Motion to adjourn. Seconded by K. Kast-McBride. Vote is unanimous. Meeting is adjourned.

Respectfully Submitted:



Liz Latoria, Executive Assistant to the Superintendent

Documents Attached:

None.