



## Winchendon Public Schools

Date Approved/Released: 7/11/22

Date Approved/Hold: \_\_\_\_\_

School Committee Chair: \_\_\_\_\_

A handwritten signature in dark ink, appearing to be "Ryan G. King", is written over the line for the School Committee Chair.

### School Committee Meeting

June 16, 2022 - 6:00 pm

Town Hall - 2nd Floor Auditorium

#### Attendance:

Larry Murphy; Ryan Forsythe; Karen Kast-McBride; Greg Vine; Alicia Jordan; Thad King, Superintendent; Robert Mullin, Director of Finance

#### 1. Call to order

L. Murphy reads audio-visual disclosure.

#### 2. Pledge of Allegiance

#### 3. Public Comment: None

#### 4. Reorganization of Committee:

- a. L. Murphy reads School Committee Policy File BDA regarding committee reorganization. G. Vine nominates R. Forsythe to serve as Chair for the next year. L. Murphy asks for roll call vote for his nomination. Vote is unanimous. R. Forsythe is new Chairperson.

R. Forsythe thanks his fellow board members and moves to next order of business, to take nominations for the Vice Chairperson. L. Murphy nominates G. Vine. K. Kast-McBride nominates herself. R. Forsythe asks for rollcall vote with each person stating the name of their chosen candidate. K. Kast-McBride: Karen; L. Murphy: Greg; G. Vine: Greg; A. Jordan: Karen; R. Forsythe: Greg. G. Vine is Vice Chair for the next academic year.

- b. Subcommittee Assignments:

After discussion, Subcommittees are assigned as follows:

Policy Subcommittee: Karen and Ryan

Negotiations with WTA: Greg and Larry

Negotiations with Custodians: Greg and Larry

Communications: Karen and Alicia

Negotiations with Secretaries: Karen and Ryan

Wellness: Alicia and Karen

Negotiations with Paras: Karen and Ryan

Calendar: Larry  
Capital Planning: Greg  
Sick Bank: Ryan  
Finance: Alicia and Ryan  
Townwide Audit: Karen  
Monty Tech Representative: Larry, with Greg as alternate  
CAPS Representative: Thad King  
Keystone Representative: Thad King

Per vote of previous year, all other committee members are assigned as alternates for all subcommittees. G. Vine moves to approve the list of subcommittee appointments as read by the chair. Seconded by L. Murphy. Vote is unanimous.

#### **5. Superintendent's Report:**

T. King presents COVID update for the district. There are no current concerns regarding COVID within the district.

R. Mullin presents Budget Update. L. Murphy questions the many negative line items in Mr. Mullin's presentation. Mr. Mullin explains that he has been allowing the negative balances and put a stop to the micro transfers which were being done to cover negative balances so that he could evaluate the budget and where any strengths and weaknesses might lie. T. King explains that this is merely a difference in philosophy of the way he had been managing the budget and the way the Mr. Mullin wanted to manage. He explains the micro transfers and assures Mr. Murphy that there is balance to the numbers even though it is difficult to see with this presentation. G. Vine questions whether that means that by the next month the overages would be zeroed out. T. King responds affirmatively. G. Vine asks Mr. Mullin to put page headings on his future reports.

#### **6. New Business:**

##### **a. Math Coach:**

T. King describes the proposal to create a math coach position for elementary grades. He states that there is new math curriculum and that there will be extensive PD for all teachers. This new position will be funded via the Rural Aide Grant which the district receives annually. G. Vine asks for clarification on what the Math Coach will be responsible for. T. King explains that traditionally the person will work with teachers in implementing the new curriculum. The Math Coach will work with teachers during common planning time that the district created using the hiring of music and art teachers at the elementary level.

L. Murphy moves to approve the new position of Math Coach for Winchendon Public Schools. Seconded by G. Vine. Vote is unanimous.

##### **b. Budget Transfer Request:**

T. King explains that it is required that the School Committee approves transfers

between personnel and non-personnel lines. As the district is looking to close out the budget, there are overages in personnel that they would like to have the support of the school committee to move funds from non-personnel line items to cover those overages. R. Forsythe asks if that is within the same budget numbers that were just reviewed. T. King responds affirmatively. G. Vine states that he understands what is being requested but asks that in the future some documentation be provided for the committee to view. T. King details what line items need to be covered and where he would like to transfer those funds from and assures the committee that he will provide documentation in the future.

G. Vine moves to approve the budget transfer request as presented. Seconded by L. Murphy. Vote is unanimous.

c. Community Eligibility Provision:

T. King explains the CEP, stating that it would allow the district to provide free breakfast and lunch to all students. K. Kast-McBride states that the page in front of her is unreadable, but the page as presented online was legible. T. King gives the total of \$700.

L. Murphy moves to approve federal reimbursement as presented on the Community Eligibility Provision Monthly Federal Reimbursement Estimator. Seconded by G. Vine. Vote is unanimous.

d. Donation of Math Materials:

T. King states that another district has been located via some conversations with DESE that is looking for the Envision Math Books, which Winchendon Public Schools is no longer using. He requests that the committee approve the donation of these materials to this other district. R. Forsythe asks if the same curriculum with be utilized for PreK through 12th grade in ELA. T. King explains that each school currently has a different vendor. The district is planning to do an English adoption for next year, which they will begin researching in the fall. R. Forsythe states that he likes to see the vertical alignment throughout the district.

G. Vine moves to approve the donation of unused math books as presented. Seconded by K. Kast-McBride. Vote is unanimous.

e. School Committee Meeting Schedule:

R. Forsythe introduces discussion of summer meeting schedule. L. Murphy moves to adjust the agenda to add summertime schedule under old business. Seconded by G. Vine. Vote is unanimous.

**7. Old Business:**

L. Murphy discusses Superintendent Evaluation. He states that the midcycle form should be used as a guideline to present evidence of the Superintendent's work, his goals and present that to the committee at a meeting, after which the committee will provide feedback. Then in August at the retreat, the Superintendent will set his goals for FY23, then a summative evaluation will be done next spring. G. Vine asks if it would be possible

to get Tracy to provide the committee with something in writing it terms of what she passed along to Mr. Murphy regarding the Superintendent's Evaluation. K. Kast-McBride states that this sounds like something that should be discussed at the retreat. A. Jordan states that a formative assessment is just feedback, so if between now and the retreat, the committee can provide feedback to Mr. King, he can put together something of his own thoughts too. She asks if Mr. Murphy is considering asking the people who work for him to provide feedback as well. L. Murphy states that is not the committee's responsibility. R. Forsythe suggests that they allow Mr. King to share what he has prepared regarding his performance of the past year, which the committee can use as a basis for which they will provide feedback later in the summer. Then the committee can formalize an evaluation to avoid any complications with forms. G. Vine suggests that the retreat be held the first Thursday in August and withdraws his earlier suggestion about communication from Tracy. K. Kast-McBride asks if Mr. King is being asked to give his feedback tonight. R. Forsythe states that the Superintendent has prepared information based on the request they made. K. Kast-McBride states that this was not included as an agenda item. R. Forsythe asks if anyone would like to move to add this as an agenda item.

L. Murphy moves to allow Mr. King to make his presentation concerning the accomplishments and progress made in the school district. Seconded by G. Vine. Vote is unanimous.

T. King presents a brief formative review to update the Committee on some things that are in process in the district. He has used the goals from DESE as a reference point and includes the following:

- a. Create district improvement plan based on district data and identified operational needs - Completed
- b. Launch a process to engage Keystone stakeholders in identifying the strategies to improve student learning and other systems of support - Completed
- c. Maintain momentum through leadership transition - Plans to be completed by June 30 to have summative evaluation with building leadership
- d. Ensuring finance stayed in order without a Finance Manager or Grants Manager - Satisfied with rebuilding of Central Office staff and maintaining financial equilibrium
- e. Additional highlights including technology, curriculum, elementary literacy, phonics implementation, professional development, examining intended outcomes, responsive COVID procedures, community engagement

R. Forsythe thanks the Superintendent for his presentation and feedback. G. Vine states that he feels satisfied by the evidence presented that the Superintendent is doing a good job.

R. Forsythe begins discussion about the summer meeting schedule. A. Jordan asks how long the retreat would be. L. Murphy states that it is typically 3 to 4 hours.

L. Murphy moves that the retreat be scheduled for August 4 at 4pm. Seconded by K. Kast-McBride. Vote is unanimous.

G. Vine moves to meet on July 7 at 6pm for a regular meeting. Seconded by L. Murphy. Vote is unanimous.

K. Kast-McBride moves to begin meeting again in September with bi-weekly meetings after the retreat on August 4. Seconded by G. Vine. Discussion is had. Motion is withdrawn.

G. Vine moves to begin bi-weekly meetings on August 18. Seconded by L. Murphy. Vote is unanimous.

**8. Future Agenda Items:**

Future Agenda items are as follows:

- a. Murdock Trust Breakdown
- b. Data Presentations
- c. Retreat Agenda

**9. School Committee Closing Comments:**

K. Kast-McBride wishes everyone who celebrates to have a Happy Father's Day on Sunday.

L. Murphy congratulates R. Forsythe and G. Vine for their positions as chair and vice chair. He also commends Mr. King on his presentation. He thanks Mr. Mullin for his budget presentation. Finally, he wishes everyone a Happy Father's Day and reiterates that Juneteenth is now a Federal holiday.

G. Vine congratulates the new chair and thanks the committee for its hard work. He congratulates his grandkids for moving up to high school and congratulates the entire staff for completion of a good year.

A. Jordan thanks everyone for what they do and reminds teachers and staff about self care during their well-deserved break.

R. Forsythe thanks the former chair and vice chair for their service and G. Vine for accepting the role of vice chair.

**10. Adjournment:**

G. Vine moves to adjourn the meeting. Seconded by L. Murphy. Vote is unanimous. Meeting is adjourned.

Respectfully Submitted: Liz Latoria  
Liz Latoria, Executive Assistant to the Superintendent

Documents Attached: None