

# Winchendon Public Schools



Date Approved/Released

5/7/24

Date Approved/Hold

School Committee Chair

WINCHENDON TOWN CLERK  
RCUD MAY 16 2024 AM8:56

## School Committee Meeting

September 21st – 6:00 pm  
2nd Floor - Town Hall Auditorium  
2023

### Attendance:

Karen Kast-McBride, Anthony Findley, Adam LeBlanc, Jake Catlin, David LaPointe,  
Ruthann Petruno-Goguen, Interim Superintendent, Amanda Babinski

1. Call to order
2. Pledge of Allegiance
3. Audio Disclosure
4. Reorganization of Committee: School Committee Policy BDA
  - a. Suggested Motion: move to appoint (committee member) as the Winchendon School Committee Chair for the 2023-2024 school year.  
D. LaPointe suggest motion to appoint Karen Kast as the Chair for the 2023-2024 school year. Second by A. Findley. Vote is unanimous.
  - b. Suggested Motion: Move to appoint (committee member) as the Winchendon School Committee Vice-Chair for the 2023-2024 school year.  
A. LeBlanc suggest to appoint David LaPointe as Vice-Chair for the 2023-2024 school year. Second by A. Findley. Vote is unanimous.
  - c. Suggested Motion: Move to appoint the subcommittee members as discussed for the 2023-2024 school year.

### WTA Negotiations –

A LeBlanc self-nominate for position. Seconded by D. LaPointe.  
D. LaPointe self-nominate for second position. Second by A. Findley

### Custodians Contract –

D. LaPointe and A. LeBlanc self-nominate for the positions. Both second by A. Findley.

### Secretaries Contract –

D. LaPointe Self nominate. Second by A. LeBlanc.  
K. Kast self nominates. Second by A. LeBlanc.

### Para Contracts -

K. Kast self nominates. Second by A. LeBlanc.  
J. Catlin self nominates. Second by D. LaPointe.

**Communications –**

D. LaPointe nominates K. Kast. Second by A. Findley  
A. Findley self nominates. Second by D. LaPointe.

**Wellness Committee –**

A. Findley self nominates. Second by J. Catlin  
J. Catlin self nominates. Second by D. LaPointe

**Calendar Committee –**

A. Findley self nominates. Second by A. LeBlanc.  
J. Catlin self nominates. Second by A. Findley

**Capital Planning -**

D. LaPointe self nominates. Second by J. Catlin.

**Sick Bank –**

A. LeBlanc self nominates. Second by D. LaPointe.

**Town Wide Audit Committee –**

J. Catlin self nominates. Second by A. Findley.

**Finance Committee –**

A. LeBlanc motions to table the Finance Committee until further notice. Second by A. Findley.

**Monty Tech Committee –**

J. Catlin self nominates. Second by A. LeBlanc

A. Findley votes to approve the nominations and tabling the finance and curriculum subcommittees. Second by A. LeBlanc. Vote is unanimous.

**5. Public Comment:**

Parent – Wants to know why the last School Committee meeting hasn't been posted. Her next question is there anything that is being done to help the sixth graders that have spent 3 years in Toy Town to get them where they should be.

**6. Student Representative Update:**

Toy town open house was tonight 6-7. Football Friday at Littleton at 7. Cross Country meet this week. Golf won their match Tuesday, and match today. Homecoming is 10/2 – 10/7. Homecoming football game was changed to Thurs. at 6pm. Each class will have their own booths with food and games for the home coming tailgate. Homecoming Dance will be 10/7 at Toy Town. Tickets are \$15. For anyone who wants to bring in someone from outside the district must have forms and IDs turned in to the principal by 10/3.

**7. Consent Agenda:**

**a. Field Trip Request – 8<sup>th</sup> Grade Trip to Washington, D.C.**

*Suggested Motion: Move to approve the 8<sup>th</sup> Grade Field Trip to Washington, D.C. as*

*presented.*

A. Findley motion to approve the 8<sup>th</sup> grade field trip to Washington, D.C. Second by A. LeBlanc. Vote is unanimous.

**8. Superintendent's Report:**

**a. Superintendent's Update:**

Principals will be attending five off-site days – coaching on leadership and being a reflective practitioner. They will be given a coach. 15 hours for experience principals and 20 hours for new principals.

Deans and Assistant Principals will be a part of the leadership academy. They will be off-site on separate days and given 10 hours of coaching hours.

We have a district team put in place to make sure Handle with Care Program is implemented in our schools with consistency.

Upcoming SEPAC meeting on 9/26 at the library at 6pm

DESE approved an alternate compliance waiver for the SEPAC.

Met with the Robinson Broadhurst Foundation last week. Upcoming grant in November.

Met with Chair of the selectmen in town and met with the HEAL Collaborative Group today. Meeting tomorrow with Heywood.

Curriculum update: Literacy program is a very old program at the elementary schools. Teachers have been putting things together to make sure the students make gains. Which per the results of MCAS, they are. An information session will be held on September 14<sup>th</sup> a program called Wit and Wisdom. The middle school literacy programs are in the works. Wrote a for HQIM. One goal is to put the literacy team back together.

Monthly safety meeting with local officials. First meeting was today. We are going to add SORIs to our CORIs for any volunteers or employees.

Question: Where do we stand on hiring new teachers?

Jobs have been reposted, started an Indeed account. There have been a few interviews.

Question: Any thoughts on doing a job fair and the local communities as well as reaching out for student's teachers to get the hours?

Students teachers need to be supervised so it would not help fill the gap.

Question: Why are we not including the athletics departments in the Title IX training? The training was about conducting investigations. With a new AD we can regroup and redo all their training.

Question: How often are you going to have meetings for the PRs and the school monitoring?

Twice a month for the SSOS team. PRS will be in April.

Question: Would like you to tell the community what you've told me. What you found as one of the problems we have in the district is you not finding policies and procedures in place.

There are not consistent protocols for handling situations such a discipline and professional development is being put in place.

**9. Subcommittee Reports: none**

**10. New Business:**

**a. Student Activity Funds – Vote**

*Suggested Motion: Move to approve the use of student activity funds at all schools.*

A.LeBlanc motion to approve the use of student activity funds at all schools. Second by D. LaPointe.

Question: Are policies in place?

Yes, books are requested by Oct 1<sup>st</sup> and an internal audit is done to each account. Any account over \$25,000 is audited every two to threes by an outside auditor.

Vote is Unanimous.

**b. Bus Transportation Discussion – Representatives from Beacon Mobility, Parent Company of NRT Bus, Inc.**

A.Findley – (Section 11, Bid Form, Document 2) Is the amount of 147,025.00 paid yearly or an estimate?

A.Babinski – It is an estimate. This is a breakdown for mileage and hours.

A.LeBlanc – What is your company's COVID policy on drivers?

Not currently testing for COVID, but if a driver does test positive, company policy is five of isolation.

A.LeBlanc – Self-tested or clinic? Do you have them give you proof of a positive test? Are there plans in place for coverage when a driver is out?

Fully staffed for Winchendon, 10 drivers with 1 extra driver. They are working to get others hired. Also, working to improve communications and protocols with the district. We send out daily emails for the "all clear" specific cell phone to call in to the district. With the challenge of the labor storage if we have multiple drivers out sick, we do have to scramble to make adjustments. We need licensed certified driver to cover. Sometimes we use our office personnel, which affects communication within office. Open to the idea of hiring a Paraprofessional who works at the school and would be certified driving a bus.

A.Findley – Are you willing to pay an individual that works for the district to get the certification to drive a van not necessarily a school bus?

Yes, we can certify them for either.

A.Findley – What's the largest van?

10 pack van

A.LeBlanc – How many buses does Winchendon have in circulation as operational?

10 big busses and 10-15 SPED vans.

A.LeBlanc – Are there any special qualifications for those vans?

They are trained through the company. They go through an extensive training program in Special Ed routes and learning SPED protocols.

A.LeBlanc – What is your company policy on monthly checks or preventive maintenance plans on the vehicles?

Yes, multiple times during the year in compliance with the Dept. of Transportation and the Registry of Motors Vehicles. Drivers have a log if they find anything that needs attention and brings those logs back.

Parent – Couldn't contact anyone from the bus company, left multiple voicemails. Her daughter wasn't getting home until 4:30pm. No one has responded. Has been hung up on multiple times. When she has gotten through, the office clerk tells her he cannot reach the driver.

Would like her to give her contact info to the superintendent, she shares that will us and we will contact you.

Dr. Goguen – The bus company is fully aware of have the parents be able to call in. There are working to up their staff to be able to have someone there for the parents. I will share your information to them. We are committed to monthly meetings, because the communication system needs to be clear.

J.Catlin – Is there a parent hotline or parent direct line to the bus company when there's an issue?

There is not direct line. Discussed different ideas for better way for parents to get in contact with the bus company.

A.Findley motion to move on the agenda and allow the superintendent to continue with the recommendations to better the districts intake of calls to them. Second by J.Catlin. Vote is unanimous.

#### **11. Old Business: None**

#### **12. Future Agenda Items:**

- a. MASC Delegate
- b. Handle With Care
- c. SEPAC

Student of the month is still on the table.

Student Council can start bringing voice of concern to the meetings.

#### **13. Closing Member Comments**

Thank you to parents and the superintendent.

Thank you to the staff for the open house and great start to the school year.

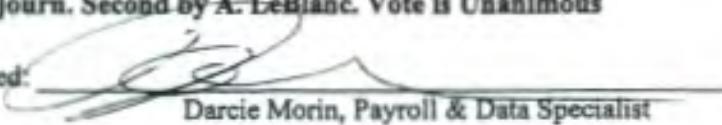
Thank you to the student representative for coming

Make sure the NRT drivers know the COVID policies are.

#### **14. Adjournment**

**K.Kast motion to adjourn. Second by A. LeBlanc. Vote is Unanimous**

Respectfully Submitted:

  
Darcie Morin, Payroll & Data Specialist

Documents Attached:

None