



WINCHENDON PUBLIC SCHOOLS
"Working Together"

Thaddeus King
Superintendent of Schools
tking@winchendonk12.org



**NOTICE OF PUBLIC MEETING
WINCHENDON PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

Date of Meeting: June 2, 2022

Time of Meeting: 6:00 PM

Day of Week: Thursday

Location: Town Hall, 2nd Floor Auditorium

Thaddeus King
Superintendent

May 31, 2022

Date

This meeting is ADA accessible and any additional special accommodations can be made by contacting the Winchendon Public Schools.

PLEASE SEE SC MEETING AGENDA ATTACHED

AGENDA

1. Call to Order, 6:00 pm
2. Pledge of Allegiance
3. Audio Disclosure
4. Public Comment
5. Reorganization of Committee
 - a. School Committee Policy **BDA**: Nominations for the office of chairperson will be made by the School Committee. The chairperson will be elected by a majority roll-call vote of the members present and voting. If no nominee receives a majority vote, the election will be declared null and void and nominations will be reopened.
 - b. Upon election, the new chairperson will preside, calling for the election of a vice-chairperson. The procedure used for this election will be the same as that for electing the chairperson.
 - c. Subcommittee Appointments: Newly elected Chair will facilitate the appointment of 2022-2023 Subcommittees.
6. Student Representative Update
7. Consent Agenda:
 - a. Minutes - Vote
Suggestion Motion: Move to accept the minutes as presented.
8. Superintendent's Report
 - a. COVID Update
 - b. ESSER Update
 - c. School Safety Report
9. New Business
 - a. Murdock Middle School Targeted Site Visit Preliminary Findings
10. Old Business:
 - a. Superintendent Mid-Year Formative Assessment Form Review
11. Future Agenda Items
 - a. Data Presentations
 - b. Murdock Trust Breakdown (Summer)
12. School Committee Closing Comments
13. Adjournment

Attachment:

- *4/7/22 & 4/14/22 Minutes*
- *List of Subcommittees*
- *Mid-Year Formative Review Policy*
- *Mid-Year Formative Review Form for Administrators*

NOTE: The listing of matters to be discussed are those reasonably anticipated by the Chair. Not all items listed may be discussed, and items not reasonably anticipated within 48 hours of the meeting may be discussed.



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Sub-Committee Assignments FY 2023

Policy*	Negotiations - WTA
1.	1.
2.	2.
Negotiations - Custodians	Communications
1.	1.
2.	2.
Negotiations – Secretaries	Wellness
1.	1.
2.	2.
Negotiations – Para-educators	Calendar*
1.	1.
2.	
Capital Planning	Sick Bank*
1.	1.
Finance	Townwide Audit Committee
1.	1.
2.	
Monty Tech Representative	CAPS Representative
1.	1.
Keystone Representative	
1.	

* WPS Administrator(s) will be assigned



Winchendon Public Schools

Date Approved/Released: _____

Date Approved/Hold: _____

School Committee Chair: _____

School Committee Meeting

April 7, 2022 - 7:00 pm

Town Hall - 2nd Floor Auditorium

Attendance:

School Committee: Larry Murphy, Chair; Karen Kast-McBride, Vice-Chair; Greg Vine; Dr. Ryan Forsythe; Mike Barbaro; Thad King, Superintendent; Robert Mullin, Director of Finance and Operations

1. Call to order

L. Murphy reads audio-visual disclosure.

2. Pledge of Allegiance

3. Public Comment: None

4. Student Representative Report:

Student Representative presents information on the MHS talent show, which will be held Friday, April 29 at 6pm and is hosted by the MHS class of 2023.

5. Consent Agenda:

L. Murphy presents Consent Agenda. G. Vine moves to approve Consent Agenda. During discussion, R. Forsythe expresses concern that the minutes for the meeting on March 24 do not adequately reflect a discussion that was had with the Finance Committee. T. King suggests that the other minutes be voted on, and he will check with Liz on the recording of that meeting. G. Vine moves to approve the Consent Agenda as presented except for the minutes of March 24. Seconded by M. Barbaro. Vote is unanimous.

6. Superintendent's Report:

T. King presents COVID update. There are no positive cases to report at this time; however, the district is watching closely as there has been a reported rise in positive cases in the discharge waters in the area.

Mr. King requests that the budget update be moved to the second meeting of the month to give newly hired Finance Director, Robert Mullin, an opportunity to familiarize himself with the budget and give a more comprehensive report. Mr. King states that as the district has been closing out grants from as far back as FY18, a few of those older grants were not

completely spent down, and therefore, those funds need to be returned to the state. For the FY19 TAG grant, approximately \$32,000 needs to be returned. R. Forsythe asks if there are any repercussions from the prolonged nature in which it was found. T. King states that there have been no issues and the district has continued to receive the grant every year.

T. King introduces Athletic Director, Jenna Whitaker, who presents the athletic user fees for the upcoming year. Mrs. Whitaker hopes to keep the fees as they are now without increasing them. This past fall, the boosters received a grant from the Robinson-Broadhurst Foundation, which allowed the district to reduce user fees significantly. That did use up the grant, however. For this reason, user fees were charged for the winter and spring. The fees are planned as follows:

- For an athlete playing their first sport: \$160
- Second and third sport: \$120
- Free and reduced lunch athletes or an additional family member: \$120 for first sport and \$80 for second and third
- Football: \$190
- For coops such as ice hockey: \$400
- Swimming: \$200 with a family max of \$500

L. Murphy asks how much the grant was. Mrs. Whitaker replies that the grant was for \$20,000, and it allowed the district to reduce user fees by 20%. L. Murphy asks how much is usually collected, and T. King responds that last year, \$17,000 was collected due to COVID, but traditionally, \$40 to \$60,000 is collected.

L. Murphy states that he would entertain a motion to eliminate user fees. M. Barbaro moves that the Committee reduce user fees to zero next year based on the ability of the district to come up with supplemental funds to compensate that program. G. Vine seconds. During discussion, L. Murphy states that fees are charged for other school activities, such as Student Council. Stephanie Rondeau, activities advisor at MHS, approaches and states that there are dues for the other activities, which helps to pay for conferences and transportation and hotel fees if it requires an overnight stay. Fundraising is done for those trips.

K. Kast-McBride states that theater also does have costs associated with the program. L. Murphy states that they are speaking only of athletics fees at the moment, but they can discuss other programs as well. G. Vine asks where the funds would come from if they dropped the user fees. T. King responds that the athletics program has been running out of the general budget, so all fees collected go into the athletic revolving account that had been accruing, so no money needed to be moved in anywhere as those fees just offset the operating costs so the costs can be absorbed. G. Vine asks where future monies might come from. T. King responds that Murdock Trust might be an excellent place to pull funds from as it is intended for student enrichment. M. Barbaro expresses his support for the idea. R. Forsythe states he is in support of reducing costs for families and using grant funds. He asks for a comprehensive list of student fees, to include things like National Honor Society. K. Kast-McBride states that the vote be held off so that the Committee can make this a package deal to include the arts, not just athletics, pending a comprehensive list prepared by Mrs. Rondeau. L. Murphy states that they will not hold off on voting. G. Vine agrees there is no reason to delay the vote. L. Murphy asks for roll call vote. Vote is unanimous.

M. Barbao asks that a future agenda item be to discuss the rest of the fees that the school charges. R. Mullin asks that he be involved in the discussion as he is not in the office next week.

7. New Business:

L. Murphy introduces MHS Assistant Principal, Doug Sochovka, to present the Program of Studies. Mr. Sochovka states that a couple of additions have been made, as well as some name changes to some of the programs. For the English Department, the only changes made were the books to be read. Discussion is had regarding honors classes and college prep. T. King states that the topic is not related to the program of studies.

Mr. Sochovka continues, describing the updates to the Leadership and Citizenship Program, as well as changes in the Music Department with the addition of several classes. Also, the Science Department and the Visual Arts Department and World Languages will have additional options for students to choose from.

L. Murphy asks for motion. G. Vine moves to approve the Murdock High School Program of Studies. Seconded by M. Barbaro. Vote is unanimous.

G. Vine presents his idea on presenting voter registration cards to the graduation seniors along with their diplomas. L. Murphy disagrees with the idea. Mrs. Rondeau states that the high school did have a voter registration drive before COVID, and it is a topic that is frequently discussed within the Student Government.

M. Barbaro moves to put the Executive Session which is currently under New Business on the agenda and move it to the end of the meeting. Seconded by G. Vine. Vote is unanimous.

8. Old Business:

G. Vine moves to table the topic of School Committee Meeting Frequency and move to a future agenda item. Seconded by K. Kast-McBride. G. Vine - Y; R. Forsythe - Y; K. Kast-McBride - Y; M. Barbaro - N; L. Murphy - Y. Motion passes.

9. Future Agenda Items:

Future agenda items are as follows:

- Murdock Trust Breakdown
- ESSER III Breakdown
- Data Presentations
- School Choice Seats
- School Fees Other Than Athletics

10. Closing Comments:

M. Barbaro discusses the importance of waiving school fees for students and how it is a step forward socially and economically. He also believes that voter registration is important so that children learn that voting is their birthright.

R. Forsythe thanks the Student Representative.

K. Kast-McBride echoes the thanks and encourages everyone to come to the tournament of plays. She encourages everyone to get their voter registration card before the town elections and make sure they vote. She also thanks all the students, parents and staff for all the work they do every day to make the district better.

L. Murphy thanks everyone on the Committee for their passion and the time and energy they give.

11. Executive Session:

G. Vine moves to enter Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel and to adjourn from Executive Session. Seconded by K. Kast-McBride. Vote is unanimous. Meeting is adjourned after Executive Session.

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

Documents Attached: None



Winchendon Public Schools

Date Approved/Released: _____

Date Approved/Hold: _____

School Committee Chair: _____

School Committee Meeting

April 14, 2022 - 6:00 pm

Town Hall - 4th Floor Conference Room

Attendance:

School Committee: Larry Murphy, Chair; Karen Kast-McBride, Vice-Chair; Greg Vine; Dr. Ryan Forsythe; Mike Barbaro; Thad King, Superintendent

1. Call to order

L. Murphy reads audio-visual disclosure.

2. Pledge of Allegiance

3. Public Comment: None

4. Student Representative Report:

Student Representative presents information on the MHS Tournament of Plays, Blue Devil Weekly, Red Sox Opening Day and the Travel Club's trip to the Mediterranean coast. The junior class is sponsoring a talent show on Friday, April 29 at 7pm. Varsity baseball and softball teams will play tomorrow. MHS has been awarded the 2022 National Gold Council of Excellence by the National Student Council for its exemplary record of leadership service activities.

5. Superintendent's Report:

As of Monday, April 11, MHS Principal, Megan Weeks has resigned from her position for personal endeavors. Due to the late time of the school year, support will be provided to MHS by Central Office. Superintendent King will work at the high school on Tuesdays and Thursdays, while Director of Pupil Services, Nicole Heroux, will work Monday, Wednesday and Friday. The position is currently posted, and a search/interview committee will be assembled as soon as possible.

G. Vine asks for a likely start date for the new principal. T. King responds that in light of the contract terms, it will likely be July 1, 2022.

6. New Business:

L. Murphy introduces Stephanie Rondeau to present MHS Dues Report. Mrs. Rondeau provides the dues for various clubs and activities. She notes that no student is ever turned away from an activity for financial reasons. The dues report is as follows:

- Student Council: \$25 per student on regalia for graduation

- Two Regional Student Council Conferences per Year: \$35, depending on food and transportation
- Student Council State Conference: \$350-\$400 per student, includes transportation, two nights' lodging, meals and programming, T-shirts and any other activities participated in.
- National Conference: \$1,200, includes transportation, 5-6 day conference, lodging, meals, t-shirt and any expenses
- Summer Leadership Camp: \$400 for week long experience at Worcester State University
- National Honor Society: \$25 per student for regalia
- State Conference: \$40. Students not charged for their last 2 years

Discussion is had regarding what the costs of these activities might be. Mrs. Rondeau responds that there are no fees. L. Murphy states that these student activities should be included in the operating budget, to include the regalia and apparel. T. King responds that there is a student activities leader that is separate from the general budget. L. Murphy asks how we would get something in the budget to help fund these activities. M. Barbaro suggests using Murdock Trust. K. Kast-McBride asks how the EA Sports club is funded. Mrs. Rondeau responds that it is sponsored through MIAA. If students played two particular games, there was no charge through MIAA. Currently, she pays the PlayStation subscription out of her own pocket. K. Kast-McBride states that students should not have to pay out of pocket for those games. She wants to see the district budget more for the arts. Mrs. Rondeau states that the booster club is its own organization, and they choose what to spend their money on. It was created so they could have control over the Music Department and support the other music programs. They help students attend competitions and will kick in money toward other items in the buildings, but it is a parent organization. K. Kast-McBride reiterates that she would like to see more budgeted for the arts programs. T. King states that Murdock Trust is a great place to charge most of these activities to, as it is intended for enrichment and is available to provide all students with equitable access to all activities. L. Murphy summarizes that everyone seems to have the same vision, that the arts programs in the district are supported in the same way as the athletics programs. He does not want to discourage parent groups but wants to aid them in being supportive of the programs. G. Vine states that he agrees with everyone but questions how to fight the cultural tide and show students that these programs are worthwhile. M. Barbaro states that over the years, PTO has fallen to the wayside and one reason is that they have to do all the fundraising. He suggests using the PTO to bring students back to the programs.

7. Old Business:

G. Vine moves to table the topic of School Committee Meeting Frequency and move to a future agenda item. Seconded by K. Kast-McBride. Vote is unanimous.

8. Future Agenda Items:

Future agenda items are as follows:

- Murdock Trust Breakdown
- ESSER III Breakdown
- Data Presentations

- School Choice Seats
- Financial Share with Town
- Superintendent Eval
- Calendar

9. Adjournment:

G. Vine moves to Adjourn. Seconded by M. Barbaro. Vote is unanimous. Meeting is adjourned.

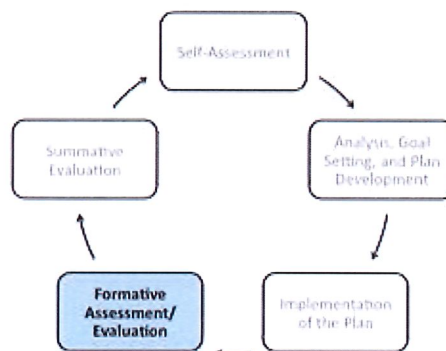
Respectfully Submitted: *Liz Latoria*
Liz Latoria, Executive Assistant to the Superintendent

Documents Attached: None

Step 4: Formative Assessment/Evaluation

Step 4: Formative Assessment/Evaluation

The fourth step of the educator evaluation cycle is Formative Assessment or Evaluation, which serves as a mid-cycle opportunity to take stock of progress, provide the superintendent with feedback, and make adjustments as needed. A *Formative Assessment* occurs at the midpoint of the evaluation cycle, during which evaluators assess progress toward goals and/or performance on Standards.⁶ In this step:



1. The superintendent prepares a progress report.

At mid-cycle, the superintendent synthesizes information obtained to date and prepares an assessment of progress on each of the goals detailed in the Superintendent's Annual Plan to present to the school committee for review. When available, this report should include evidence of progress towards the anticipated student learning gains associated with the identified student learning measures. To enhance public understanding of the evaluation process, the superintendent typically presents the progress report on goals as an agenda item at a regularly scheduled meeting of the school committee.

2. The school committee and superintendent review the progress report at a public meeting.

The superintendent and school committee review and discuss the report and evidence. Their purpose is to share relevant feedback, develop a clear understanding of the progress being made on each goal, and achieve agreement on what, if any, mid-course adjustments may be needed. To enhance public understanding of the evaluation process, it is recommended that the committee review the report and evidence at the same meeting at which the superintendent presents the report or at a subsequent regularly scheduled meeting of the school committee.

Conditions for Effective Implementation

Collecting and Sharing Evidence. Collecting and sharing evidence of goal progress ideally happens throughout the year, but the mid-cycle formative assessment is an opportunity to assess the evidence collected to date in accordance with what was outlined in the Superintendent's Annual Plan, as well as the three types of evidence required in the [regulations](#):

- Multiple measures of student learning, growth, and achievement;
- Judgments based on observations and artifacts of professional practice, including observations of practice; and
- Additional evidence relevant to one or more Performance Standards, including feedback from staff.

Sharing evidence of goal progress and performance related to focus Indicators with school committee members on a regular basis helps the superintendent establish a comprehensive picture of practice that

⁶ Formative ratings on each Standard and overall are only required for superintendents on 2-year self-directed growth plans and may default to the prior Summative Evaluation Ratings unless significant evidence demonstrates otherwise. This acknowledges the expertise of experienced, proficient superintendents and eases the burden of developing *new* ratings at the Formative Evaluation stage unless absolutely necessary.

Step 4: Formative Assessment/Evaluation

reflects evidence from each of the three categories. Examples of the evidence that may be most useful for superintendents and/or committee members may include:

- School committee agendas, reports, and minutes
- Observations of the superintendent “in action” at school committee meetings, in forums with parents, at meetings with municipal officials, and in community events
- Student outcome data from statewide, common, and/or classroom assessments (more information on student learning measures is available [here](#))
- Budget presentations and reports
- Samples of newsletters, local media presentations, and other community awareness and outreach efforts
- District and school improvement plans
- Recruitment, hiring, and retention analyses
- External reviews and audits
- Superintendent’s analysis of professional practice and student learning goals
- Superintendent’s reflection on staff feedback
- Samples of leadership team agendas
- Reports about student and staff performance

Important Note: Any evidence collected by or shared with a school committee as part of the superintendent’s evaluation—particularly when such evidence may communicate information about students, families, and/or staff—must adhere to all confidentiality rules and regulations.

Mid-Cycle Formative Assessment/Evaluation Report for Administrators



Check one of the following two options:

- Formative Assessment:** For administrators on plans that are *one year or less in duration*, a Formative Assessment occurs mid-way through a cycle and provides an opportunity for evaluators to assess progress toward goals and practice in the Standards without rating performance.
- Formative Evaluation:** For administrators on *2-year self-directed growth plans*, Formative Evaluations take place at the end of Year 1, at which point evaluators assess goal progress and provide formative ratings on performance in each of the four Standards and overall. Formative ratings may default to the prior Summative Evaluation Ratings unless significant evidence demonstrates otherwise.

Attach administrator's Mid-Cycle Goals Progress Report on Goals.

Evaluator:	_____	_____	_____
Administrator:	_____	_____	_____
	Name	Signature	Date

Overall Assessment and Comments:

Mid-Cycle Formative Assessment/Evaluation Report for Administrators



Progress Toward Goals <i>Describe current level of progress and feedback for improvement. Attach additional pages as needed.</i>	Not Started	Progressing	Met	Exceeded	Did Not Meet
Student Learning Goal: Focus Indicator(s):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Practice Goal(s): Focus Indicator(s):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School Improvement Goal: Focus Indicator(s):					
School Improvement Goal: Focus Indicator(s):					
School Improvement Goal: Focus Indicator(s):					
School Improvement Goal: Focus Indicator(s):					

Mid-Cycle Formative Assessment/Evaluation Report for Administrators



Performance on Standards <i>Describe performance and feedback for improvement. Attach additional pages as needed.</i> (*Focus Indicators are those aligned to administrator's goal(s).)	Formative Evaluation Only			
	U	NI	P	E
Standard I: Instructional Leadership. Focus Indicator(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard II: Management and Operations. Focus Indicator(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard III: Family and Community Engagement. Focus Indicator(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard IV: Professional Culture. Focus Indicator(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL Rating (Formative Evaluation only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments and analysis (recommended for any formative evaluation rating; required for overall ratings that differ from prior Summative Evaluation Rating):				