

May 25, 2016

A meeting of the Wareham School Committee was held on Wednesday, May 25, 2016, at 7:00 p.m. in the Wareham Middle School Auditorium. Members present were Mel Lazarus, Judy Caporiccio, Mary Morgan, Geoff Swett, Cliff Sylvia and student representative, Noah Wambolt, as well as Superintendent Kimberly Shaver-Hood, and recording secretary, Mrs. Ruiz.

Chair Lazarus called the meeting to order at 7:00 p.m.

The Chair announced that the meeting was being taped by WCTV for video and audio and was being recorded for audio by Mrs. Ruiz.

PUBLIC PARTICIPATION

Steven Leach, sophomore at WHS presented a student petition to renew the contract for Math Teacher Ms. Stouffer. Ms. Stouffer had a one year contract this year which was not renewed. He had 116 signatures on the petition. Mr. Leach read the petition and gave it to Chair Lazarus.

Dr. Sylvia stated that he admired the courage of Mr. Leach for taking a stand on what he believes in and coming forward to address the School Committee this evening.

Mrs. Morgan stated that she knows Ms. Stouffer from the Coop and she is an excellent teacher.

Steven then shared his achievement in math with Ms. Stouffer as his teacher.

GOOD NEWS

Noah Wambolt, student representative, reported on the world of sports - senior night baseball tonight - softball just qualified for state tournament - boys tennis team is one win away from making the state tournament. Mr. Swett added that the boys tennis team had a victory over ORR for the first time.

Mrs. Morgan reported that the ice cream social for incoming Kindergarteners was a success and thanked Denise Tobin for organizing this event.

Ms. Caporiccio congratulated all the retirees who were honored at a luncheon she attended.

Dr. Sylvia reported on the success of the DECA Drive a Ford and the spaghetti supper/auction fundraisers held last weekend.

Dr. Shaver-Hood reported that the PTA fundraiser has concluded and now funds are being collected for their astounding \$54,000 goal. She appreciates all the efforts for this event.

Presentation of Service - Chair Lazarus presented Noah Wambolt with a certificate and a gift for his work as the School Committee student representative for 2015-2016.

Minutes of the Meeting

Mr. Swett moved to approve the minutes of May 11, 2016, seconded by Ms. Caporiccio.

VOTE: yea - 5; nay - 0; abstain - 0

Request for Senior Prom Class of 2017

Principal Palladino & Junior Lisa Wynn requested permission for the Class of 2017 to hold its prom on Saturday, May 20, 2017 at The Cape Club at Bally Mead in Falmouth.

Dr. Sylvia moved approval, seconded by Mr. Swett.

VOTE: yea - 5; nay - 0; abstain - 0

Acceptance of Gift

Superintendent Shaver-Hood recommended accepting two monetary gifts of \$300 and \$208.30 from Target to Wareham Middle School to support clubs and afterschool programs.

Dr. Sylvia moved acceptance of the gifts, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

Financial Reports

Mr. MacMillan presented the following reports as of the end of April:

- Monthly Expenditure - payroll totals compare well to last year; keeping a firm hold on expenditures; enough money to finish out the year

Mr. MacMillan explained that a journal entry is used when moving an expenditure from one place to another or to reimburse transportation costs. He also answered Mr. Swett's concern that there will be enough money in the revolving account to offset expenditures in the transportation account for outside vendors.

- Transfer Requests

Dr. Sylvia moved to accept the transfers as presented, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

- Revolving Accounts

Mr. MacMillan highlighted the following accounts: Income Eligible, used for tuition of preschool - School Choice - School Lunch - Transportation

- State & Federal Grants

A different report was presented which drew from our accounting system instead of a spreadsheet. The results are more efficient with less risk of error or omission. He noted that some grants run from September through August, in two different fiscal years. The empty columns indicate no grant this year but expenditures from the previous year due to the grant cycle.

Mr. MacMillan will get Mrs. Morgan information on the SpEd HS Grant and the Support High Risk Grant.

Dr. Shaver-Hood answered Mrs. Morgan's question that we still will have the Cooperative day program but it will be moving to the High School.

Mr. Swett asked how much vulnerability does the LEA budget have to an actual vs expected grant level if we continue providing the same services.

Mr. MacMillan stated that we had made certain assumptions when preparing the FY17 budget and best estimate is a \$50,000 plus exposure.

Amendment to School Calendar for 2016-17

Dr. Shaver-Hood presented the changes in the school calendar for 2016-17. DESE finalized the testing schedule and MCAS biology will be on February 6 & 7, 2017. The early release day was scheduled for February 7 so we have moved our in-service to February 14 and we have listed the MCAS testing schedule on the calendar.

Ms. Caporiccio moved approval of the school calendar for 2016-2017 as presented, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

New Policies

Dr. Shaver-Hood stated that these policies are coming from the state. We need these policies in our manual.

Teaching About Alcohol, Tobacco, and Drugs

Teaching About Alcohol, Tobacco, and Drugs policy states that the district provide age appropriate, developmentally appropriate, evidence-based alcohol, tobacco, and drug prevention education programs in grades K-12, which we do have.

Ms. Caporiccio moved approval of the policy as presented, seconded by Mr. Swett.

VOTE: yea - 5; nay - 0; abstain - 0

Alcohol, Tobacco, and Drug Use by Students Prohibited

Alcohol, Tobacco, and Drug Use by Students Prohibited states that students shall not use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance.

Ms. Caporiccio moved approval of the policy as presented, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

Recommendation of a Five-Year Contract for Business Manager

Dr. Shaver-Hood recommended extending the Business Manager's contract to a 5 year contract. His current contract expires June 30, 2016. Mr. MacMillan is a valuable asset to our district. He has earned his MCPPO certification. Under MGL 71, Sec 41 the School Committee may award a contract not to exceed six years. She is proposing a five year contract at \$110,000 for the first year and after the salary will be based on job performance. The number of sick days increased from 15 to 20 days.

May 25, 2016

Ms. Caporiccio moved to award a five year contract to Mr. MacMillan, Business Manager, for discussion, seconded by Mrs. Morgan.

The members discussed having a 5 year contract and the use of a rubric for any salary increases.

Mr. Swett stated that he is not a fan of five year contracts and wanted to see the 60 days' termination notice from Mr. MacMillan increased.

Mr. Swett moved to amend the contract TERMS to read "...wishing to resign shall provide the Committee with six (6) months' notice."

Chair Lazarus stated he did not believe the committee could negotiate this contract or any term of it. We are just being asked to extend it.

Dr. Sylvia stated that if the contract is approved as presented, the Committee is taking a leap of faith offering Mr. MacMillan five years and it provides stability, which is important to our district. If we are going to keep good people, we need to offer good contracts with a competitive salary. Perhaps we can impact bargain the termination clause of this contract.

Mr. Swett's amendment was then seconded by Mrs. Morgan.

Chair Lazarus asked the committee to accept the five year term contract with a suggestion to the Superintendent, as the bargaining agent for the district, to figure out the term of termination.

Dr. Shaver-Hood asked for the Committee's approval to offer Mr. MacMillan a five year contract. She then will bring the final contract back to the Committee for approval.

Mr. Swett withdrew the amendment to the motion and Mrs. Morgan, her second.

Ms. Caporiccio withdrew her motion and Mrs. Morgan, her second.

Dr. Sylvia moved to authorize the Superintendent to offer Mr. MacMillan a five year contract, seconded by Mrs. Morgan.

VOTE: yea - 4; nay - 1 (Mr. Swett); abstain - 0

Vote to Create Position of Assistant Superintendent

Dr. Shaver-Hood requested a vote to create the position of Assistant Superintendent under Ch.71, Sec.69. This position will replace the Director of Curriculum position. The Director of Curriculum's job description has grown substantially over the last two years. The Committee was provided with the job description Dr. Schwamb was hired under and a job description for an Assistant Superintendent. She would have her current contract with additional duties. Dr. Schwamb currently holds a license for Assistant Superintendent and is currently earning \$118,000 with a 3% raise the annual salary would be \$121,000.

Ms. Caporiccio moved the recommendation of the Superintendent for discussion, seconded by Mr. Swett.

The Superintendent highlighted the duties added to the job including evaluation and supervision of the Assistant Principals of Academics.

Dr. Sylvia noted the earned doctorate degree and asked if we will need additional support staff with these added duties.

Mrs. Morgan noted that there is already support staff with Assistant Principals of Academics and Dr. Werner, Curriculum Integration Coordinator.

Mr. Swett noted Dr. Schwamb's efforts in achieving the superintendent's vision and plans including IB.

Dr. Shaver-Hood stated that the position will be posted internally.

Mrs. Morgan stated that having an Assistant Superintendent means another level of administration who would be doing what the curriculum directors does currently with a lot of support.

VOTE: yea - 4; nay - 1(Mrs. Morgan); abstain - 0

Designate Members to Sign Payroll Warrant

Dr. Shaver-Hood stated that a new vote is needed since currently Mr. Lazarus has been signing payroll as Chair and it was originally Mr. Swett.

Dr. Sylvia moved that Mel Lazarus be the primary signature for payroll and Judy Caporiccio, the alternate, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

Superintendent's Report

- 1) Perkins Grant for \$16,884 to support WHS DECA has been awarded
- 2) Attended Wareham sports awards ceremony and thanked the Athletic Director, the Principal and the athletes
- 3) Received notice that Minot Forest School has been chosen to administer the NAP Test for next year - one day of testing
- 4) June 1 - night school graduation at 5PM at WHS
- 5) June 2 - WMS Talent Show at 6PM and Senior Awards Night at WHS at 7PM
- 6) June 3 - 6:30 p.m. Graduation Ceremony

School Committee Reports

- Policy Review Committee - Ms. Caporiccio reviewed the recommended changes to the following policies:

- a) Network Acceptable Use - language added due to distribution of chrome books to students

Dr. Sylvia moved to accept the policy as amended, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

- b) Substance Free Workplace - change #5 added which addresses employees using controlled substances, reporting and action to be taken

Dr. Sylvia moved to accept the policy as amended, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

- c) Administration of Medications - language added for Narcon

Dr. Sylvia moved to accept the policy as amended, seconded by Mrs. Morgan.

VOTE: yea - 5; nay - 0; abstain - 0

- d) Background Checks - updated policy proposed by CJIS to ensure compliance with criminal records information - our procedures are in italics

Dr. Sylvia moved to accept the policy as amended, seconded by Mr. Swett..

VOTE: yea - 5; nay - 0; abstain - 0

- e) Facilities Governing Use of - changes to #5,6,8 dealing with rental fees

Mr. Swett moved to accept the policy as amended, seconded by Dr. Sylvia..

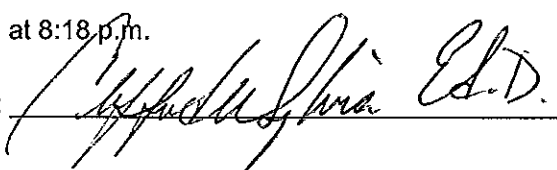
VOTE: yea - 5; nay - 0; abstain - 0

Any other business - None

Dr. Sylvia moved to adjourn, seconded by Mr. Swett.

VOTE: yea - 5; nay - 0; abstain - 0

The meeting adjourned at 8:18 p.m.

Respectfully submitted: 

List of documents:

Correspondence: Notice of Vacancy, Personnel List, Superintendent's Newsletter
Class of 2017 Prom Request
Donations from Target to Wareham Middle School
WPS Monthly Expenditure Report 2016 April
WPS Summary of Revolving Funds and Private Grants 2016 April
WPS Summary of State and Federal Grants 2016 April - note May 2016
WPS Financial Report: Transfer Requests May 17, 2016
School Calendar 2016-2017
Teaching About Alcohol, Tobacco, and Drugs MASC policy
Alcohol, Tobacco, and Drug Use by Students Prohibited MASC policy

Contract 5 years Business Manager

Posting Director of Curriculum - General Duties Assistant Superintendent

Network Acceptable Use

Substance-Free Workplace

Administration of Medications

Background Checks

Facilities, Governing Use of

RECEIVED

JUN 29 2016

TOWN OF WAREHAM
TOWN CLERK