

August 23, 2018

A meeting of the Wareham School Committee was held on Thursday, August 23, 2018 in the Multi-Service Center, Room 320, at 7:00 p.m. Members present were Joyce Bacchiocchi, Mary Morgan, Michael Flaherty, Rebekah Pratt, Laurie Spear, and student representative Emily Roberge as well as Superintendent Shaver-Hood, Assistant Superintendent Schwamb and recording secretary, Michelle Ruiz.

Chair Bacchiocchi called the meeting to order at 7:00 p.m. All rose for the Pledge of Allegiance. The Chair welcomed new student member, Emily Roberge.

**PUBLIC COMMENT** - None

#### **GOOD NEWS**

Mrs. Morgan commented on the new meeting room for School Committee meetings where we are all on ground level.

Dr. Schwamb shared positive comments on the two orientation days held with the new teachers.

Mrs. Bacchiocchi was able to attend the high school walk through today and a lot of families came and students received their chrome books. The middle school walk through is tonight and Monday night will be for the Decas and Minot Schools.

Dr. Shaver-Hood announced the start of school for students is next Wednesday and faculty/staff begin Monday and Tuesday.

#### **Minutes of the Meeting**

Mr. Flaherty moved to approve the minutes of June 20, 2018, June 26, 2018 and July 24, 2018, seconded by Mrs. Pratt.

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

#### **Update on Elementary Building Project**

Principal Seamans updated the Committee as follows: meetings throughout the summer; involved with the schematic design interior and exterior; the architect must come up with budget estimates for MSBA approval; the main charge of the building committee is to keep the cost down; the site plans for parking and bus/car drop offs are being discussed as well as play spaces; archeology surveys were done and there are no issues; site visits to various schools continue. We will have an article on the October Town Meeting warrant and a November Ballot Vote. We are getting information out to the public to make an informed decision.

In response to Mrs. Morgan's question about the playground to be at the Middle School being moved to the new site, Principal Seamans stated that playgrounds would be part of a new building.

Chair Bacchiocchi informed the public of the link to a website on the WPS website with a lot of information and a Q & A.

#### **Acknowledgment and Confirmation of Wareham Building Committee Chair**

Dr. Shaver-Hood stated that now Mr. MacMillan is no longer with us, the Building Committee nominated and voted Mr. Geoff Swett as its new Chair. She asked for the School Committee to confirm that Mr. Swett will serve as Chair of the School Building Committee. We ask for this vote to be part of the official record.

Mr. Flaherty moved the recommendation of the Superintendent to confirm the vote of the School Building Committee for Geoff Swett to serve as its Chair, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

#### **Acceptance of Gifts**

Dr. Shaver-Hood recommended approval of the following gifts:

\$5,000 from the Wareham Vikings Booster Club for the concession stand

Mini grants award by the WHS/WMS PTA to WHS

- > \$250 Fuel Up to Play 60 program
- > \$250 special education students' field trip to Heritage Garden
- > \$250 young adult program field trip to Heritage Garden
- > \$250 8th grade dual enrollment cookout
- > \$132 Coop School field trip to BCC and Battleship Cove

Mrs. Pratt moved to accept the gifts as recommended, seconded by Mr. Flaherty.

VOTE: yea – 5; nay – 0; abstain – 0

#### **Report of the Business Manager – FY2018 End of Year Report**

Business Manager, Susan Owen gave a summary of the FY18 end of year accounts, which included the voted budget for FY18 and a comparison with FY17 of expenditures, encumbrances and the amount of money returned to the town. She included an update and history of circuit breaker from FY13-FY18 giving the reimbursement rate, eligible students, eligible expenses, foundation, net claim, and the amount reimbursed. The report included the FY18 federal, state and private grants, what was budgeted, expended, and remaining. Some account balances rollover into FY19. Also included in the report were the FY18 revolving and donation accounts.

In answer to questions from the committee members, circuit breaker funds have not been received for FY19 yet but we hope to keep some in the stabilization fund; some of these funds have been used for training team chairs on what is eligible and what is not and to maximize our monies. Typically we receive around 30% reimbursement after the state figures the eligible/foundation/net claim and then takes 72% of remaining amount.

The global education account took in tuition from full time students from China and Norway at \$14,000 per student.

Ms. Owen will check into why we have balances in the West Wareham Academy tuition account and the income eligible preschool account since this school and program no longer exists.

Mr. Flaherty stated that this report had no narrative and was not a complete report. He had a few questions which were answered about \$0 expended on some grants, special education grants being spent only for special education, state ward account, what the school choice funds were earmarked for this year and why the report did not include in-kind from the town and the per pupil expense.

Dr. Shaver-Hood stated that the End of Year Report to DESE is being worked on and not due for another month. This is an overview summary of where we are at now.

**Suggested New Policies for Review and Adoption**

Chair Bacchiocchi stated that over the summer the Committee had a workshop meeting and with the help of Dr. Schwamb these policies are stating our current practice. We are asking to put our practices into writing for our policy manual. The Chair then reviewed the suggested policies to be introduced tonight for discussion and then vote at the next meeting.

Dr. Schwamb stated that procedure and policy sometimes is confusing and these policies will help define policy.

- *School Committee Member Ethics* - follows the School Committee protocols which were approved
- *School Committee Policy Development* - states past practice
- *Policy Adoption* - introduce and discuss and then vote the next meeting
- *Policy Revision and Review* - with the policy review committee to address changes and reviews every 5 years
- *District and School Family Engagement* - Dr. Schwamb stated that this policy is required by DESE as Wareham is a Title I recipient. We already involve families by posting on our website and principals gather informational feedback from families in surveys, PreK-4.

The Policy Review Committee will hold its first meeting in October once membership is established.

The Chair will place these policies on the next agenda for a vote. If the members have any further questions, please contact the Chair prior to the meeting.

**Approval of Article(s) for Fall Town Meeting Warrant**

Dr. Shaver-Hood presented the first article on the McKinney-Vento Funds to Transportation Revolving Account. This article allows the funds received by the town for homeless transportation be transferred to the schools transportation account.

The second article is from MSBA to borrow money. At this time there is no dollar amount but the amount will be placed in the article in early October. (See attachment A – Article and Motion/Vote and see attachment B Ballot Question)

Mrs. Pratt moved approval of the two articles as presented, seconded by Mr. Flaherty.

VOTE: yea – 5; nay – 0; abstain - 0

**Vote to Approve Cafeteria Manager's Contract - No Action****Report of the Superintendent**

- Approval of Bills and Payroll Warrants

Mr. Flaherty moved approval of the bill and payroll warrants as listed, seconded by Mrs. Morgan.

Payroll Week Ending June 23, 2018 \$181,014.46

Payroll Week Ending June 30, 2018 \$259,936.91

Payroll Week Ending July 7, 2018 \$96,477.60

Payroll Week Ending July 14, 2018 \$155,734.76

Payroll Week Ending July 21, 2018 \$155,377.86

Payroll Week Ending July 28, 2018 \$172,086.97

Payroll Week Ending August 4, 2018 \$154,298.27

Payroll Week Ending August 11, 2018 \$151,813.23

Payroll Week Ending August 18, 2018 \$135,428.17  
 Bill Warrants 6/30/18 \$525,441.49; \$324,692.09; \$493,766.19; \$65.53  
 Bill Warrant 7/5/18 \$1,369.00  
 Bill Warrant 8/2/18 \$299.03  
 Bill Warrant 8/9/18 \$102,662.24  
 Bill Warrant 8/23/18 \$44,093.18  
 Bill Warrant 8/30/18 \$114,091.63

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

- Update on Opening Day

Dr. Shaver-Hood reported on current class sizes and enrollments as follows:

Decas - class sizes of PreS=15 with 8 classes; K=17 with 10 classes, Gr.1=21 with 10 classes, Gr.2=21 with 7 classes, anticipated enrollment 615 - the playground has been moved for the PreSchool children

Minot - class sizes of Gr.3=19/20/21/22/23 and Gr.4=22/23/24 anticipated enrollment 370

Middle - class sizes of Gr.5= 21.78, Gr.6=20.93, Gr.7=18.84 anticipated enrollment 525 - open house this evening and September 11th PTA meeting

High - 636 anticipated enrollment- regular education class size of 24; electives class size of 22; 17 students enrolled in dual enrollment at BSU; fall sports began today

Transportation - Any parents who have not turned in a bus registration please do so.

There will be 14 buses average count of 46 students for Middle/HS with 596 registered and 10 buses average count of 58 students for Decas/Minot with 589 registered.

There are 4 new sped buses through an EPA grant and 4 new vans for out district runs. Our target date to hand out bus passes is during the first week of school. Bus passes will be like ID badges with a picture, if a picture is in Power School.

Modulars - We are struggling to find a company to deliver the modulars to us so we are considering a construction module that can be delivered to us to hold office spaces. Students will not be in the modulars because it changes the codes. The cost of a construction module is \$17,000 a year, and we are not asking the town to borrow money but we will work with the town to cover this charge.

We have many hard working teachers in our district and one way to share good news is on the Commissioner of Education's website where parents can share their story of how a teacher as affected your child and made a difference [www.mass.gov/amazingeducators](http://www.mass.gov/amazingeducators).

The administrators were available to answer questions from members. Approximate 1200 students have registered for the school buses and last year there was 1400 students so we will have two floater buses during the first few days of school if needed.

The first year cost of the construction module is \$17,000; second year, \$9,240 and can extend as long as we need to. The unit will be taken away when it is no longer needed. The staff will temporarily be located in the small gym until the unit is received. The specialists are on carts now but the unit will provide office space for preps and be used to store their materials.

If we had purchased modulars we would be looking at probably receiving them in February after designing and the bid process. After three moving companies reviewed the free units, because of the

age of the units, no one wanted to move them. The units had not been touched since 1999 so no quotes were given.

No decisions have been made by the town on the former Boys & Girls Club concerning Gatra and Gatemen.

An equity coordinator is a stipend position required by the state for discrimination or harassment complaints. A Faculty Manager is required by MIAA rules as a site manager needed for multiple athletics events.

If there are any active law suits against the School Committee, this cannot be discussed unless in executive session.

#### **Report of the School Committee**

As the representative to Cape Cod Collaborative, Mr. Flaherty stated that he will send members the agendas and members can get back to him individually.

Chair Bacchiocchi stated that she would like to have another workshop meeting to discuss Committee goals. Also the policy Standing Rules of Procedures references the public making comments on agenda items at the discretion of the chair.

#### **Any other business**

Mrs. Morgan asked new student representative what she was looking forward to for the new school year, and Emily replied, her AP and IB classes.

Mr. Flaherty moved to adjourn, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain - 0

The meeting adjourned at 8:14 p.m.

Respectfully submitted: 

#### **List of documents:**

Correspondence: Superintendent's Newsletter, Personnel List, Notice of Vacancy, Bill and Payroll Warrants

Minutes of the Meeting June 20, 2018, June 26, 2018, July 24, 2018

Gifts Wareham Middle/High School PTA

FY18 End of Year Report – Business Manager

Policies: School Committee Policy Development; Policy Adoption; Policy Revision and Review; School Committee Member Ethics; District and School Family Engagement

Town Meeting Warrant Articles: McKinney-Vento Funds & MSBA Project Scope and Budget Vote



Attachment A

ARTICLE

To see if the Town will vote to appropriate, borrow contingent upon the adoption of a Proposition 2 ½ debt exclusion, or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee for a new Wareham Elementary School to be constructed on the existing Minot Forest school site located at 63 Minot Avenue in Wareham, Massachusetts. The project shall include demolition of the existing building, construction of a new building for grades PreK-4, and may include but not be limited to reconfiguration of the school site for related uses such as pedestrian pathways, parking, bus and other vehicle traffic routes; the school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-four and ninety-eight hundredths percent (74.98%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

MOTION/VOTE

That the Town appropriate the amount of ( \$ ) Dollars for the purpose of paying costs of a new Wareham Elementary School to be constructed on the existing Minot Forest school site located at 63 Minot Avenue in Wareham, Massachusetts. The project shall include abatement and demolition of the existing building, construction of a new building for grades PreK-4, and may include but not be limited to reconfiguration of the school site for related uses such as pedestrian pathways, parking, bus and other vehicle traffic routes; including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation the Board of Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-four and ninety-eight hundredths percent (74.98%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by

Commented [CC1]: To be determined upon receipt of reconciled Schematic Design cost estimates.

**Attachment A and Attachment B**  
**Bulletin 11-02: MSBA Project Scope and**  
**Budget Vote Bulletin for Cities and Towns**

the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

**Attachment B**

**BALLOT QUESTION**

Shall the Town of Wareham be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to construct a new Pre-K through 4<sup>th</sup> Grade Elementary School on the existing Minot Forest school site, including the payment of all costs incidental or related thereto?