

October 25, 2017

A meeting of the Wareham School Committee was held on Wednesday, October 25, 2017, at 7:00 p.m. in the Wareham Middle School Auditorium. Members present were Judy Caporiccio, Mary Morgan, Laurie Spear, Joyce Bacchiocchi, Geoff Swett and student representative, Jamie Read, as well as Superintendent Shaver-Hood and recording secretary, Michelle Ruiz.

Chair Caporiccio called the meeting to order at 7:00 p.m. She announced that the meeting was being taped by WCTV for live broadcast and an audio recording by Mrs. Ruiz.

Mary Morgan read a statement in remembrance of Robin Cambra, retired teacher and guidance counselor, who passed away suddenly. Chair Caporiccio asked for a moment of silence.

PUBLIC COMMENT

Brian Fitzgerald and Michelle Lefrancois of the WEA Union – Mr. Fitzgerald has heard wonderful comments about what is happening at Decas School this year, great leadership by Mrs. Chandler. He shared a letter and then gave it to Chair Caporiccio regarding low availability of substitute teachers in the district and the low pay.

Chair Caporiccio stated that the Committee would be discussing the issue later in the meeting.

Minutes of the Meeting

Mr. Swett moved to approve the minutes of October 11, 2017, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

Report of the Business Manager

Mr. MacMillan reported on the following:

- **Financial Expenditures** – Expenditures through September are favorable compared to last year due to fewer payrolls; legal services is by regular and sped; some of the functions on the chart of accounts are consolidated. There was discussion on transportation. The committee asked for a breakdown of costs, i.e., homeless, out-of-district, etc., and what is the percentage of the actual cost of transportation of homeless compared to the McKinney Vento funds the town gave us.
- **Transfer of Funds** – There are two teaching positions being filled by long-term subs - from HS teaching to HS sub line \$48,625; SRO to School Security new DESE guidelines \$35,000

Mr. Swett moved approval of the transfer of funds as recommended, seconded by Mrs. Spear.

VOTE: yea – 5; nay – 0; abstain – 0

- **FY'19 Budget Timeline** - The Principals/Directors are developing budget requests due November 1st. The Superintendent's Budget Advisory met this week. There will be a budget presentation, an all-day budget workshop, a public hearing joint meeting and a vote at the December 20th School Committee meeting. The Superintendent will then send the approved budget to the Town Administrator on December 21st.

Report on School Improvement Plans Survey Data, Goals & MCAS Results

Dr. Schwamb and the principals shared the following information. We will be using the last meeting in October to review previous goals, steps taken, share survey data and other data, including formative assessment and MCAS data, and our plan for next year as our pattern each year.

District - Dr. Schwamb gave an overview of the Strategic Plan 2016-2021 with the Goals, the Action Plans, and the Survey Data, which were used to create our goals for this school year. The strategic plan is connected to the teacher evaluation rubric to keep the Strategic Plan alive. Every leader in the district has embraced this data. We now have two years of the same questions on our survey data.

Decas School – Principal Chandler reviewed the action steps taken in 2016-17 to meet the goals 1) promote student's creativity, 2) increase student and staff access to technology, and 3) develop shared responsibility to the vision and mission by engaging stakeholders. The data from the parent and staff surveys from last year was used to create the 2017-18 School Improvement Plan.

Questions and comments focused on the effectiveness of PBIS, FAST data, Student Support Council team data referrals, parent survey low results on getting a phone call from the school on progress of child and is your child ready for the next level, and teacher survey percentage down on teachers not listened to so there will be clearer communication this year with a priority on teacher morale.

The Decas team was applauded on the progress being made and how it will be addressing the problems in order to move the system forward.

Minot Forest School – Mrs. Seamans reviewed the goals and action steps taken. Based on the staff survey we changed the format to 2 teacher teams, made collaboration time during the day and established committees to work on curriculum, scheduling, and inclusion. We met the goal Assessment & Accountability and are increasing progress monitoring this year, starting some on-line assessments, using SWIS for behavior data with PBIS. The goal Leadership & Citizenship was met with all staff reading the book, The First Six Weeks of School; Chinese staff and students visited; Mass Maritime's Follow the Voyage; and created a Transition Support Room with a full-time Behaviorist this year. As a result of the survey data there is now instant feedback on bus behavior; consistency in the Transition Support Room this year; 15-20 minute morning meeting this year; started Admin patrol based on parent survey last year for students doing the right thing; walk thru by leadership team; implemented student behavior programs; and sharing teaching strategies. Last year Minot students took the Next Generation MCAS and we have a solid action plan in place moving forward this year.

Questions and comments focused on parent survey data, child feels safe at school 21 point drop due to students disrupting learning, adequate for next level of school low because FAST data states high risk students but actually means student is not meeting level of mastery, average caseload for sped teachers is 23-25 students, ELA being the main focus then math during intervention time, academic enrichment being offered, and staff survey results indicating that knowledgeable leadership and evaluative support at the elementary level is not equal to middle/high probably due to no department heads.

The Minot team was applauded for its achievements and SGP results in the last 4-5 years. It was noted by Chair Caporiccio that the district choose to make the survey data public.

(Jamie Read left the meeting at 8:23 p.m.)

Middle School – Dr. Steedman stated his goals for 2016-17 were met with the action steps being technology in the classroom, curriculum guides, community outreach, Viking Time, IB MYP candidacy status, and innovative learning. The parent survey data was positive on building relationships with staff and students but areas of growth are for all students to love school and feel emotionally and physically secure at school. This will happen with the launch of Viking Strong this year. We also will focus on growth in community outreach and communication.

Questions and comments focused on the dual enrollment rubric used for acceptance into the program, the percentage of children on I.E.P's, the caseload for sped teachers of 25-30 students, the faculty survey results with innovative programs was positive but areas for growth are communicating the leadership vision effectively, collaboration time, administration present to address behavior immediately and identifying students who are following behind. This data affected our goals for 2017-18. We are addressing these with Viking Time, Viking Block, follow up on Rachel's Challenge, faculty-run learning communities, weekly emails and an open door policy with transparent communication and presence to faculty. We have implemented a JROTC program, Peer Mediation, and morning yoga to address some student behaviors.

There was further discussion on the definition of leadership, a master schedule that supports common planning time for teachers, alternatives besides suspension for disruptive behavior, growth in the MCAS ELA but improvement needed in Math scores with a focus on benchmarks throughout the year and FAST data, and using 3-5 years of SGP. SGP is growth based on the entire student body of the state, so over 50 SGP indicates we are doing well. Other measures of growth we look at are graduation rates, attendance rates, discipline.

The Middle team was applauded on the student/teacher relationship at 80% or higher survey ratings. It was noted that the Next Generation MCAS cannot be compared to past years and this is a new test and the state said we are at ground zero.

High School – Mr. Palladino stated that the 2016-17 goals were achieved by implementing IB curriculum and expanding vocational courses; implementing technology and observing teaching practices and providing the time necessary to support IB and Tech Ed. The parent survey was positive in that students enjoy school up to 83%; an adult knows their child well and assists in achieving goals increased due to Advisory, Deans, Guidance Counselors and a great staff; and teachers encourage my child to work hard is up 10 points. The staff survey data indicated increases in leadership feedback, support, and innovative practices but improvements needed on the leadership team responding to and addressing disruptive behavior. The MCAS results moved the high school up to a Level 2 school. We are seeing marked improvement for our special needs students with the inclusion program.

Questions and comments focused on the caseload for sped teachers in the low teens to low twenties, all teachers were trained in IB but fundamentally more similarities in our school on teaching styles, and finally seeing results with the proficiency gaps due to common planning time.

The High School was applauded for being the only school that went up from 2016-17 overall in the survey data, acceptance by teachers of the model of evaluation since over 90% of teachers feel there are effective support systems in place to help improve, and a team effort on the phenomenal performance.

Dr. Shaver-Hood thanked Dr. Schwamb, the principals, assistant principals, and directors for sharing this information.

Superintendent's Report

- Project Bee – Teacher Sean Brown received funding for the beehive project that is working with our cranberry bog. Honey is for sale at WHS.
- Approval of Bills and Payroll Warrants
Payroll Warrant ending 10/14/17 \$856,763.85
Payroll Warrant ending 10/21/17 \$143,333.45

Mr. Swett moved approval of the payroll warrants, seconded by Mrs. Morgan

VOTE: yea – 5; nay – 0; abstain – 0

Bill Warrant dated 10/26/17 \$129,723.37

Bill Warrant dated 11/2/17 \$121,922.91 + \$41.80

Mr. Swett moved approval of the bill warrants, seconded by Mrs. Bacchiocchi.

VOTE: yea – 5; nay – 0; abstain – 0

- Rate of Pay for Substitute Teachers – We have been struggling in finding qualified substitute teachers. We pay \$65/day and our survey results indicate the highest rate is \$90/day, seven districts pay \$80/day and six district pay \$75/day. The Superintendent would like to form a committee to review substitute teachers and asked for one school committee member with a rep from the Union and one from the administration team and report back to on options. The goal short-term is to address the issue and long-term for the next budget year. Mr. Swett will join.

School Committee Reports

- Timeline/Procedures Superintendent's Evaluation (no report)

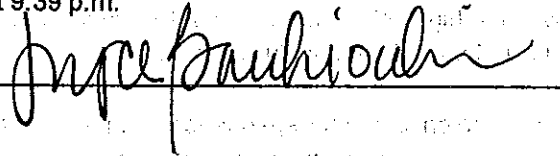
Any other business - None

Mr. Swett moved to adjourn the meeting, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

The meeting adjourned at 9:39 p.m.

Respectfully submitted:



List of documents:

Correspondence: Superintendent's Newsletter, Personnel List, Notice of Vacancy
Minutes of the Meeting October 11, 2017
WPS Monthly Expenditure Report September
WPS Financial Report: Transfer Requests
FY19 Budget Development Timeline
Strategic & School Improvement Plans