

November 29, 2018

A meeting of the Wareham School Committee was held on Thursday, November 29, 2018 at 6:30 p.m. in the Wareham Middle School Auditorium. Members present were Joyce Bacchiocchi, Michael Flaherty, Rebekah Pratt, Laurie Spear, Mary Morgan and student representative Emily Roberge as well as Superintendent Kimberly Shaver-Hood, Assistant Superintendent Andrea Schwamb and recording secretary Michelle Ruiz.

Chair Bacchiocchi called the meeting to order at 6:30 p.m. All rose for the Pledge of Allegiance. She announced that the meeting was being broadcast live by WCTV and an audio recording by Mrs. Ruiz. There was a moment of silence for retired teacher Nicholas Mosca, who passed away.

**PUBLIC COMMENT - None**

### **GOOD NEWS**

Student Recognition MCAS Results – The principals introduced their students and recognized them for receiving Exceeding score on their MCAS test.

Mrs. Seamans – Minot Forest School – exceeding scores in ELA and Math

Mrs. Cote – Wareham Middle Schools – exceeding scores in ELA, Math, and Science and Technology/Engineering. She noted that 10-12 students were on a field trip this evening and those students will be honored at the next meeting.

Mr. Palladino – Wareham High School – introduced students by grade with exceeding in ELA and Math and advanced scores in ELA, Math and Science and Technology/Engineering. He then introduced the senior recipients of the John and Abigail Adams Scholarship, a merit-based program that provides a tuition waiver of undergraduate education at a Massachusetts state college or university based on student scores on the 10th grade Massachusetts Comprehensive Assessment System (MCAS) test.

Chair Bacchiocchi announced the meeting was no longer being audio recorded.

She thanked the cafeteria workers in all schools for the festive appreciation luncheon. She had also attended the Veteran's day breakfast at Decas School, recognizing our veterans, and the great PTA comedy show fundraiser.

Dr. Shaver-Hood shared an invitation to our students to apply to the G20 Summit in Beijing in February 2019, Smart Cities Global Education at a cost of \$3,000. Two students applied Nicholas Dix and Ethan Osley. Both students were accepted and awarded full scholarships.

### **Minutes of the Meeting**

Mr. Flaherty moved to approve the minutes of October 4, 2018, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

Mr. Flaherty moved to approve the minutes of October 25, 2018, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

Mr. Flaherty moved to approve the minutes of November 6, 2018, seconded by Mrs. Pratt.

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

Mr. Flaherty moved to approve the minutes of November 19, 2018, seconded by Mrs. Pratt.

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

### **Student Advisory Committee**

Principal Palladino with student Jasmine Black updated the Committee on what has been happening with students at the high school. The Student Advisory Committee sent out a school survey asking for input on improvements in classroom, outside seating for cafeteria, a better way to receive morning announcements, and anything else. In a few weeks, students will be meeting with a panel asking questions about how we feel about our school. There are tables in the outdoor classroom now.

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

Chair Bacchiocchi thanked everyone who had anything to do with the project, the vote being positive for the schools and town.

Dr. Shaver-Hood echoed her thanks and reported that the official final vote of MSBA is on December 12<sup>th</sup>. After the approval we will start into the schematics and removing things in the Minot building the end of May, first of June. There will be an abatement then demolition of the building followed by bids for construction. There will be updates on our website of the process.

In answer to Mr. Flaherty's question, in the best case the doors of the new school will open in the fall of 2020-21 school year. Mr. Flaherty thanked everyone involved including Rhonda Veugen, Chad Crittenden, Brian Fitzgerald, Nicole Nault, and Michelle Fitzgerald.

### **FY20 Budget Presentations**

Chair Bacchiocchi thanked the Town Administrator and members of the Finance Committee and Board of Selectmen who were present this evening.

Business Manager, Susan Owen, presented the FY20 Budget as follows:

Strategic questions asked and our mission set our budget priorities to provide a rigorous and quality education for all students.

Budget Requests to move the schools forward next year totaled

\$29,357,717 Net School Spending

\$1,821,425 Non Net School Spending

\$31,179,142 Total Budget, a 7.43% or \$2,156,403 increase

She presented a budget summary by major categories from FY17-FY20. In FY19 \$400,000 was given to schools at town meeting adjusting the increase to \$1,756,405 or 5.97%.

Budget Development included salary increases \$1,219,930; out district tuitions -\$330,681; increased staffing requests \$569,819; and all other supplies and materials \$697,335.

Current additional staffing requests listed totaled 11 FTEs.

Student enrollment current and comparisons

Staffing composition based on DESE EPIMS Report (not transportation, cafeteria, custodial)

Next Steps are to meet with town officials; continue to review budget requests & school needs; and discuss capital requests. Under the Budget Process the Public Hearing will be December 6 and the School Committee Budget vote is December 20.

Chair Bacchiocchi made a point to say this budget amount is what the needs are for the district and has not been reduced as in prior years at the consensus of the committee.

The Town Administrator announced that the preliminary net new revenue will be \$346,000 to split by the school and town. The Finance Committee asked for the budget printout electronically in excel format.

Finance Committee Chair Bernie Pigeon stated that he understood the school needs but everything should be very conservative, asking for 7% in unrealistic. We don't have the finances.

Board of Selectmen Chair Alan Slavin stated a salary increase of 1.2 million is close to 5%. Public safety is our budget priority.

Dr. Shaver-Hood stated she would like to have conversations with the Town Administrator to combine costs and services and how to move forward collaboratively. She appreciated the support of the Board of Selectmen and Finance Committee.

### **FY18 End of Year Report**

Business Manager Owen shared an overview of the operating and capital expenditures for July 1, 2017 to June 30, 2018. The sources for operating expenditures are:

General Fund

In-Kind Costs

Grants

Revolving Funds

She presented the expenditures from all sources over the last six years FY13-FY18 and the budget allocation, expenditures, encumbrances, and funds returned to the town for FY18 and FY17.

The report included the sum of expenditures over the last five years – FY14-FY18 – and trends in the major accounts – administration; classroom and specialist teachers; therapists/social workers/insurance, retirement programs and others; utilities; payments to out of district schools; transportation.

In-Kind expenditures – Mr. Flaherty asked the Town Administrator questions on these expenditures (administrative; snow and ice; legal services). Mr. Sullivan stated that the legal expenses will probably be lowered; workers' compensation is based on cases from MIAA; and unemployment benefits are billed directly for school employees. Also discussed was the debt exclusion in the future for a new school and showing it as in-kind or not.

The report also included a breakout of grants – state, federal, private – revolving accounts – largest transportation, school choice, extended care – other funding sources, capital projects approved at town meeting, and Circuit Breaker – reimbursement on portion of sped tuitions with historical data.

**Evaluation of the Superintendent**

Chair Bacchiocchi reviewed the evaluation process. The goals were set last year; a mid-year review by the superintendent; the superintendent's self-evaluation with evidence a month ago; used the standard form for superintendent evaluation and our form which provides a numeric score. The Chair then took each member's score and averaged the scores. Four evaluations scored proficient and one evaluation scored needs improvement for total points of 82.41.

Members shared a summary of their evaluation.

Mrs. Morgan commended the superintendent for supporting the initiatives in the district and MCAS improvements but we still need improvement in our special education student population and she is not clear how many special education students access the IB program. She commended the superintendent for her support of the building project but the plans to close Minot had an impact on staff and families with emotional stress and longtime teachers leaving the district and some families leaving the district due to the reorganization, including four administrators leaving. Still gaps exist and need to be addressed.

Mr. Flaherty noted that some of his comments in the evaluation are glowing and some scaling. The evaluation form is a good tool and he scored comfortably over the bar as proficient. There was good improvement on MCAS and the superintendent was key to the new school vote. He suggested people refer to his written comments.

Mrs. Pratt was impressed by the evaluation form and the amount of data given to the committee. She commended both the superintendent and assistant superintendent on gains in literacy and continuing growth and improvement with enrollment and student needs changing everyday. She has done an amazing job with IB and Global Ed. There is a lot to be proud of. She respects the process of a public evaluation and she scored on the higher end of proficient.

Mrs. Spear echoed the sentiment of the amount of data being overwhelming. The Minot reorganization was a stressful situation for all including the School Committee members and it was handled commendably. The evaluation process is very thorough.

Mrs. Bacchiocchi stated that the superintendent is the only town employee evaluated in public. Her comments were similar to others and some places need work but a lot of accomplishments to celebrate. The School Committee needs to do our jobs to be involved not just at meetings. All our comments will be available on line.

The numeric score of 82.41 dictates a salary increase range of 1-3%. The individual scores were announced: 87.5 Rebekah Pratt; 80.3 Mike Flaherty; 87.7 Laurie Spear; 66.85 Mary Morgan; 89.7 Joyce Bacchiocchi

Mr. Flaherty commented the Chair for including all members' comments and scores.

Mrs. Pratt moved, based upon the evaluation, to give a pay increase of 3% to the superintendent, seconded by Mrs. Spear.

Mrs. Morgan stated that based on the town struggling and will be cutting our budget more, she cannot support a raise.

Mr. Flaherty stated he did not support a 3% but would support a 1.5% salary increase.

Mrs. Pratt commented that there is a 1.2 million increase in budget for salaries to retain good people. The cost of turnover is higher in money and time.

Chair Bacchiocchi stated yes it is difficult when looking at budget cuts but the increase is warranted in the evaluation process and we need to honor the agreement as the employer.

VOTE: yea – 3; nay - 2 (Mr. Flaherty, Mrs. Morgan); abstain – 0

The Chair announced that the superintendent's goals will be discussed at the next regular meeting and we will re-visit the Wareham evaluation form.

### **Acceptance of Gift**

Dr. Shaver-Hood recommended acceptance of \$1,500 from Cheri Lindsay, Lindsay's Restaurant in Wareham, as sponsor to purchase tickets to see "Scrooge, The Musical" for the Wareham Middle School Drama Club students.

Mrs. Spear moved to accept the gift, seconded by Mrs. Pratt.

VOTE: yea – 5; nay – 0; abstain – 0

### **Report of the Superintendent**

Approval of Bill and Payroll Warrants as listed plus additional bill warrants as follows:

Payroll Warrants: October 27, 2018 \$866,358.44; November 3, 2018 \$143,674.22; November 10, 2018 \$871,838.99; November 17, 2018 \$139,811.58; November 24, 2018 \$853,852.41

Bill Warrants: 10/23/18 \$5,362.50; 10/30/18 \$148,055.10; 10/30/18 \$152,255.10 10/31/18 \$239,325.74; 11/1/18 \$3,585.70; 11/8/18 \$4,136.76; 11/8/18 \$22,850.67; 11/15/18 \$119,297.34; 11/15/18 \$3,211.48; 11/15/18 \$6,463.00; 11/22/18 \$34,886.52; 11/29/18 \$3,211.48; 12/6/18 \$157,370.17

Mr. Flaherty moved to approve the warrants as submitted, seconded by Mrs. Morgan

VOTE: yea – 5; nay – 0; abstain – 0

She shared the following announcement:

- Christmas Parade December 1 and Stuff a Bus with our drivers
- Christmas Holiday concert next week
- Holiday Fair Elementary December 8<sup>th</sup>
- Coat Drive on December 1<sup>st</sup> at the Multi-Service Center

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

Policy Review Subcommittee Recommendations – Mrs. Spear presented the recommendations as follows:

*School Committee Standing Rules of Procedures* – no changes

Mr. Flaherty moved to amend the policy School Committee Standing Rules of Procedures #6 by striking the last two words and inserting "unless there is a vote of the committee to extend it", seconded by Mrs. Pratt.

VOTE: yea – 5; nay – 0; abstain – 0

Mr. Flaherty move to accept the policy as amended, seconded by Mrs. Morgan.

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

*Districting Areas* - no changes

*Approval of Handbooks* - There was discussion on Paragraph 3 on approving all handbooks and what the law states in Paragraph 1.

Mr. Flaherty moved to approve Approval of Handbooks policy with added to paragraph 3 "Committee approval will be necessary for any handbooks (elementary, middle, high)...", seconded by Mrs. Morgan.

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

Mrs. Pratt moved to approve the Districting Areas policy as recommended, seconded by Mrs. Morgan.

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

*Succession of Authority* - no changes

Mr. Flaherty moved to approve the Succession of Authority policy as recommended, seconded by Mrs. Morgan.

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

*Request Hearing School Committee*

The only change was in #3 public participation was changed to public comment.

Mrs. Pratt moved to approve the Request Hearing School Committee policy as recommended, seconded by Mrs. Morgan.

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

### **Any other business**

The next meeting will be the Budget Public Hearing at Wareham Middle School at 7PM on December 6, 2018.

Mrs. Pratt announced that the Drama Club performance is this weekend and on December 15 the Music Boosters is sponsoring the "Ornament Band". She asked all to come out to support these programs.

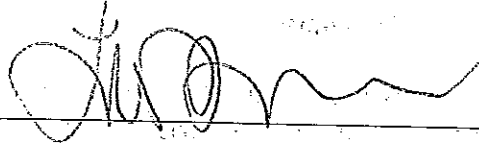
Mrs. Morgan moved to adjourn, seconded by Mr. Flaherty.

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

The meeting adjourned at 8:28 p.m.

November 29, 2018

Respectfully submitted:



**List of documents:**

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

Minutes of the Meeting October 4, 2018, October 25, 2018, November 6, 2018, November 19, 2018

WPS FY20 Budget Presentation (Major Account Spreadsheet)

FY18 End of Year Report

Superintendent Evaluation Form 2017-2018

Gift to Wareham Middle School Drama Club

Policies: School Committee Standing Rules of Procedure; Districting Areas; Approval of Handbooks;

Succession of Authority; Request for Hearing with School Committee

RECEIVED

JAN 09 2019

WAREHAM  
SCHOOL COMMITTEE

