

**Minutes of the
Monson School Committee
Regular Business Meeting
Quarry Hill Community School – School Committee Meeting Room
January 4, 2017**

Present: Chair Peter Sauriol; Vice Chair Joshua Farber; Committee Member Joel Keller

Also Present: Superintendent Cheryl Clarke; Director of Business and Facilities Don Smith; Director of Curriculum Katherine Watts (7:26 p.m.); Director of Guidance Robert Bardwell; Principals Jennifer Beaudry (QHCS), Mary Cieplik (GVMS), William Metzger (MHS); and Recording Secretary Karen Methe

Absent: Ed Maia and Patricia Oney

Note: This meeting was video-recorded.

Mr. Sauriol called the meeting to order at 7:00 p.m.

Mr. Keller read the **Mission & Vision Statements**.

Announcements:

January 10, 2017 – High School Science Fair.

January 11, 2017 – Parent Teacher Student Association (PTSA) meeting will be held at Quarry Hill Community School (QHCS) at 6:00 p.m.

January 17, 2017 – No School in observance of Martin Luther King Jr. Day

January 19 & 20, 2017 – Half-day for students

January 31, 2017 – Grade 8 staff and students will be hosting a Spaghetti Supper Fundraiser to help defray the costs of their upcoming New York City field trip. The dinner begins at 5:00 p.m. Following the fundraiser, beginning at 7:00 p.m. there will be a Grade 8 Parent Information session. Mrs. Clarke, in conjunction with other administrators, will present the opportunities available at the high school. Grade 8 parents and students are encouraged to attend to find out what courses and extra-curricular activities are offered at Monson High School.

Recognition:

Mr. Metzger outlined the computer technology class being co-taught by one of the engineers from CMD and a licensed teacher. He presented a PowerPoint which included many of the projects students have been working on. He also displayed and discussed project tri-folds from Mr. Griffing's Advanced Placement (AP) History class. Mr. Metzger commended Mr. Griffing for the work he was doing with students in his classroom.

Mrs. Cieplik informed the Committee of a check in the amount of \$650 that was hand-delivered by Dr. Margolis, an orthodontist from Wilbraham. Dr. Margolis organizes a road race each year to raise funds for area school music programs. Mrs. Cieplik thanked Dr. Margolis for his generosity.

Minutes:

- **Motion by Mr. Farber to approve the November 16, 2016 minutes of the Regular Business Meeting as submitted. (Second by Mr. Keller)**
- **No discussion**
- **Motion carries 2-0 (Mr. Farber abstained from the vote)**

- **Motion by Mr. Farber to approve the November 30, 2016 minutes of the Regular Business Meeting as submitted. (Second by Mr. Keller)**
- **No discussion**
- **Motion carries 3-0**

- **Motion by Mr. Keller to approve the December 21, 2016 minutes of the Working Meeting as submitted. (Second by Mr. Farber)**
- **No discussion**
- **Motion carries 3-0**

Student Representative Reports:**Emily Roberts (GVMS)**

The bands and choruses of the middle school and high school teamed up to present the "Spirit of the Season" Winter Concert on December 15, 2017. Mr. Topham directed the middle school part of the program which was highlighted by "Mele Kalikimaka" by the chorus and "Ode to Joy" by the band. Mr. Eisenhauer led the high school chorus which performed a fabulous rendition of "Blue Christmas". Mr. Eisenhauer also led the high school band which played the "Nutcracker Suite Petite" among other classical pieces. Both bands and choruses took part in a rousing edition of "Feliz Navidad".

On December 16, 2016, Mrs. Walker's English 9 Honors class came to the middle school to collaborate with Mrs. Hudak's sixth grade English class. Students were paired up with one of the freshmen to analyze and create poetry. They started their day by receiving a poem and analyzing the meaning. The freshmen acted as mentors to support the sixth grade in their poetry knowledge. Several students felt they gained not only a more in-depth knowledge of poetry, but also expanded on building relationships between the schools. One sixth grader stated "I liked this because we got to work with older kids and now we have a better understanding of poetry and writing!"

The SOAR program held their annual Holiday Staff Luncheon. The students took on a variety of roles such as waiter, waitress, cashier and line cook. Students cooked and served chili, grilled cheese and a rice krispy treat and also raffled off handmade centerpieces

January 6, 2017 is Character Education Day. Students will be learning about the character trait, consistency and will participate in an assembly, small group discussion and a group activity based on the importance of consistency in school and life. Students are asked to wear orange to show their school spirit that day.

January 6, 2017 is also the Student of the Month assembly beginning at 8:00a.m. Parents are encouraged to attend to celebrate this accolade with their children.

On January 17 and 19, 2017 students will be competing in the annual Geography Bee. Students will compete in the first round in their classrooms on the 17th. The winners will advance to the finals which will be held in the auditorium on the 19th.

Superintendent's Report:

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Mrs. Clarke reported that this session of the after school MADE Program has 172 students and 19 clubs. She noted that the final session, which will begin in the spring, will incorporate Grade 4 music students at Granite Valley Middle School.

A full day pre-school class will begin on January 23, 2017. Mrs. Clarke requested that a posting for an Instructional Aide be approved for the class.

- **Motion by Mr. Sauriol to add an Instructional Aide position to the new full time pre-school class. (Second by Mr. Keller)**
- **A brief discussion followed regarding the funding of this position.**
- **Motion carries 3-0**

Mrs. Clarke requested approval of the 2016-2019 Strategic Plan draft copy. Mr. Keller suggested tabling the vote until all Committee members were present.

- **Motion by Mr. Sauriol to approve the 2016-2019 Strategic Plan draft copy as presented. (Second by Mr. Farber)**
- **Discussion followed**

Mr. Keller again requested that the vote be tabled until all members of the Committee were present. There was discussion between present members regarding the request. Mrs. Clarke noted that there is no harm in waiting however the Principals are ready to present their School Improvement Plans which are tied to the Strategic Plan.

- **Motion by Mr. Farber to postpone the vote on this matter until a subsequent meeting. (Second by Mr. Sauriol)**
- **No further discussion**
- **Motion carries 3-0**

Mrs. Clarke distributed information associated with the recently held District Technology Meeting, which included Results of Subcommittee Reports, Local Technology Plan Guidelines and Benchmarks. She informed the Committee that Mr. Schubach, Technology Specialist, will present the Chromebooks initiative plan which Grade 3 will pilot. In January and February of 2017, staff will be surveyed for their input and ideas. Mrs. Clarke noted that she would keep Committee members updated as future meetings occur.

Business and Facilities Report:

The inspection and assessment by structural engineers from Kaestle & Boos continues. Core sample drilling was done to check out the foundation and the structure underneath the building along with checking the exterior walls of the pool. Mr. Smith noted that a report is due in approximately two weeks. The interior walls of the pool will be inspected in March. Mr. Smith has also requested that the engineer address the Committee in early March.

Work continues on the mid-year comprehensive forecast, calculating all salaries and will be available at the end of January. This forecast gives an indication of trends in utilities and weather related expenses. The Administrative Leadership Team (ALT) has begun their work on the FY18 budget. As done in past years, Mr. Smith will present a total funding report to the

Committee upon completion. Mr. Keller requested that a Finance Subcommittee meeting be scheduled. Discussion ensued regarding cost of Kaestle Boos with regard to the budget.

Subcommittee & Liaison Reports:

Goals and Mandates Update:

Facilities and Long-Term Planning: No report

Finance: A meeting will be scheduled.

Curriculum: A meeting will be scheduled after approval of the Strategic Plan.

Policy/Diversity: A meeting will be scheduled upon completion of the Coordinated Program Review (CPR) and as the District Technology Plan progresses, Mr. Farber would like to check in to ensure that the policies match.

Human Resources/Negotiations: Mr. Sauriol noted that he will address the recent Massachusetts Association of School Committees (MASC) Working Meeting with Glenn Koocher later in this meeting.

Public session:

Mr. Sauriol opened Public Session at 7:52 p.m.

No one came forward to address the Committee

Mr. Sauriol closed Public Session at 7:52 p.m.

Unfinished Business:

Mr. Sauriol reported that, in his opinion, the Working Meeting held on December 21, 2017, with Glenn Koocher from MASC was very informative. He suggested a follow-up Working Meeting be scheduled to review and discuss topics addressed in that meeting and the Committee's goals and objectives. Mrs. Clarke was asked to attend this meeting as well.

Action Items:

The following meetings will be scheduled:

January 25, 2017:

Finance Subcommittee at 5:00 p.m.

Working Meeting at 6:00 p.m.

Regular Business Meeting at 7:00 p.m.

Mr. Sauriol noted that he would reach out to the appropriate members for Agenda items.

February 8, 2017 - Regular Business Meeting

February 15, 2017 – Working Meeting - re: Superintendent Goals

March 1, 15, 29, 2017 – Regular Business Meetings

April 12, 26, 2017 – Regular Business Meetings

May 3, 17, 2017 – Regular Business Meetings

Mr. Sauriol will forward the email he received from Town Clerk Mary Watson regarding Ethics Training for completion by Committee members.

To address email issues that some Committee members are experiencing with both their personal and school email addresses, Mr. Sauriol requested that in place of a BCC being sent to members' personal emails, only one email is to be sent to their School Committee address which will automatically forward to their personal email. Committee members agreed by consensus. Mrs. Clarke will instruct Mr. Schubach to set up this procedure and issue a test message. Also discussed was a picture of Committee members and a short bio being added to the website.

- **Motion by Mr. Keller to adjourn Open Session. (Second by Mr. Farber)**
- **Roll Call Vote:**

Mr. Sauriol	Yes
Mr. Farber	Yes
Mr. Keller	Yes
- **Motion carries 3-0**

Open session closed at 8:10 p.m.

No Executive Session was held.

Documentation for this meeting: (sent as email packet)

Agenda-Regular Business Meeting

November 16, 2016-Regular Business Meeting-Draft Minutes

November 30, 2016-Regular Business Meeting-Draft Minutes

December 21, 2016-Working Meeting-Draft Minutes

Subcommittee Goals and Mandates

Subcommittee Liaisons

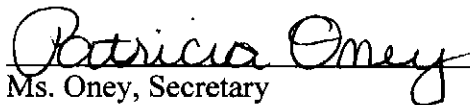
FY'18 Budget Calendar

Monson Public Schools Strategic Plan 2016-2019

Distributed at meeting:

District Technology Meeting-Results of Subcommittee Reports

Approved by Committee:


 Ms. Oney, Secretary