

**Minutes of the
Monson School Committee
Regular Business Meeting
Quarry Hill Community School – School Committee Meeting Room
December 20, 2017**

Present: Chair Joshua Farber; Secretary Jeff Lord; Committee Member Patricia Oney

Also Present: Superintendent Cheryl Clarke; Director of Business & Facilities Don Smith; Director of Curriculum Katherine Watts; Director of Counseling Robert Bardwell; Principal Mary Cieplik (GVMS); Principal William Metzger (MHS); Monson Teachers' Association (MTA) President Leah Zippin and Recording Secretary Karen Methé

Absent: Vice Chair Joel Keller and Committee Member Michelle Heroux

Note: This meeting was video-recorded.

Mr. Farber called the meeting to order at 7:02 p.m.

Mr. Lord read the Mission and Vision Statements.

Announcements:

Mrs. Clarke noted that the Holiday Recess will begin on Friday, December 22, 2017 with an Early Release Day for staff and students. The return to school date is January 2, 2018.

Recognition:

Mr. Jon Harris, grade 7 Math and Robotics teacher together with students Tristan Soucy and Bo Zwisler explained the Lego Mine Robots that were on display and had been assembled in Robotics class. Tristan and Bo each demonstrated their robots, outlining the operation that utilized color sensors in navigating the course which had been programmed on a laptop.

Minutes:

None

Student Representative Reports:

GVMS

The SOAR Program held another highly successful holiday luncheon. Students were assigned specific jobs such as cashier, waiter/waitress, and clean up. They also created amazing art projects to auction off. Special thanks were given to Mrs. Williams, Mr. Lempart, Ms. Walas, Mrs. Gustafson and Mr. Kealy for their hard work and dedication to the SOAR Program and students.

Signed mid-term progress reports were due back on December 19, 2017.

Western Mass News meteorologist Jacob Wycoff spoke to Grade 8 students today about his career and job responsibilities.

The band and chorus will be performing for all GVMS students and staff tomorrow during school hours. Artwork from talented GVMS students will remain on display in the main hallway as well.

On December 8, 2017 the entire staff and student body attended the Eastfield Mall Cinemas to view the new hit movie *Wonder*. Staff and students participated in mini advisory lessons before and after the movie to discuss the importance of choosing kind.

Subcommittee & Liaison Reports:

Finance Subcommittee:

Meeting was postponed.

Policy/Diversity:

Mr. Farber noted that Policy IJNDD is back on the docket for discussion with concerns raised regarding abstinence only language that was being described. A brief discussion followed.

- **Motion by Ms. Oney to move Policy IJNDD to a third reading and into Policy. (Second by Mr. Lord)**
- **No discussion**
- **Motion carries 3-0**

The recommended changes to Policy IHBG-Home Schooling suggested by district counsel and available in a hand-out were reviewed. Mr. Farber explained that this information was mainly available for discussion. Mr. Lord was in favor of deferring to the recommended changes as presented by Dupere Law Offices, district counsel. Ms. Oney summarized the discussion that included extra-curricular activities, differentiating between the Massachusetts Interscholastic Athletic Association (MIAA) and non MIAA activities, stating that MIAA activities must follow Rule 54 in which local school districts are charged with making an eligibility determination and once made, a student would be allowed to participate in that activity. Conversely, in reference to activities that do not fall under MIAA guidelines, there is no general rule or regulation except that the exclusion could not be based on any unlawful purpose such as discrimination but the local school district has the authority to make any and all reasonable rules and regulations for the discipline and management of schools under their charge. Mr. Lord asked for clarification of MIAA versus non MIAA activities. Mrs. Clarke responded that it was athletics versus non-athletics. There was continued discussion regarding counsel's suggestion that liability and the ability to cover our own liability for students outside the district who might be participating in activities at the schools is muddy and there was question on whether the district could protect itself effectively. There was also a concern about capacity which was discussed in detail. Mr. Farber recommended that continued discussion be deferred to the next Regular Business Meeting, keeping it on the Agenda to discuss with the entire Committee present.

Facilities and Long-Term Planning:

No report

Human Resources and Negotiations:

A meeting will be scheduled for January 8, 2018 at 6:30 p.m.

Curriculum:

No report

Superintendent's Report:

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Mrs. Clarke reported that the December 19, 2017 SOAR holiday luncheon held at the middle school was a huge success.

The high school's PRIDE program will hold their holiday luncheon on December 21, 2017.

The Quarry Hill holiday concert was a great event and very well attended.

The middle and high school's holiday concert and art show was held last week to a full house of attendees.

Mrs. Clarke expressed her appreciation and pride for the district wide Season of Giving initiative where schools "adopted" families in need and in turn provided them with everything needed for the holiday.

Daniel Sanches was welcomed as a new Instructional Aide hired to replace an employee who is retiring from Quarry Hill after the holidays.

The Administrative Leadership Team (ALT) has been working on the FY19 budget discussing staffing and curricular needs. The goal of looking at the future of the district has begun with enrollment projection data being compiled and a parent meeting to be scheduled after the holiday recess.

The second session of MADE begins the first week of January. Added to the offerings is an additional Grade 3 and 4 literacy program which focuses on reading instruction directed by a Title I teacher and an Instructional Aide.

Business and Facilities Report:

Transportation was to be addressed in the Finance Subcommittee meeting which was postponed.

Mrs. Loglisci, Transportation Director had supporting data on why the district hadn't received many bids. Mr. Smith noted that it would be put on the next Finance Subcommittee meeting Agenda.

Noting that Mrs. Gustafson, Food Service Director, has done a great job putting together a bid for the Food Services Department, Mr. Smith told the Committee that the information will be ready for the requested January 2018 timeline.

Mr. Smith stated that the FY19 budget is underway and starting to be put together.

Old Business:

A short discussion regarding the method of taking minutes at the last meeting in Mrs. Methe's absence. It was decided that if there were any suggestions on how to make that process less time-consuming they be brought up at a subsequent meeting.

There was discussion on Executive and Subcommittee meeting minutes being approved and released for public availability. Several options were discussed.

New Business:

Mr. Metzger addressed the Committee regarding the challenge of finding a licensed Cooking/Foods and Nutrition teacher for one block daily at the high school. Stating they would like to offer as many electives as possible and explaining that per the Department of Education (DOE), teachers are allowed to teach 20% out of their license content area, Mr. Metzger would like to be able to offer the opportunity to in-house teaching staff. As stated earlier by Mrs. Clarke, the MTA is on board with this initiative. Mrs. Zippin, MTA President and Mr. Metzger worked together on the language of the Memorandum of Agreement (MOA), which was distributed to Committee members prior to the meeting. Mr. Metzger remarked that he also sees this MOA as being a successful model moving forward for any number of electives. Mrs. Clarke noted that this was done successfully in the district approximately 8-9 years ago. A short discussion and question/answer period followed regarding the addition of a timeline of the 2017-2018 school year. Mrs. Clarke let the Committee know that the MOA language had been submitted to district counsel for their approval.

- **Motion by Mr. Lord to charge the Chair of the Committee to sign the Memorandum of Agreement as presented this evening. (Second by Ms. Oney)**
- **Mr. Lord requested an amended motion that the Memorandum of Agreement be applicable only for the current school year. (Second by Ms. Oney)**
- **Brief discussion**
- **Roll Call Vote on the amended motion.**
 - Mr. Farber Yes**
 - Ms. Oney Yes**
 - Mr. Lord Yes**
- **Motion carries 3-0**
- **Roll Call Vote on the original motion.**
 - Mr. Farber Yes**
 - Ms. Oney Yes**
 - Mr. Lord Yes**
- **Motion carries 3-0**

An amended version of the MOA will be printed out at the completion of the meeting for signatures tonight.

Mr. Metzger requested approval of a proposed graduation date of June 1, 2018. A quick discussion followed.

- **Motion by Mr. Lord to accept the 2018 Monson High School graduation date as Friday, June 1, 2018. (Second by Ms. Oney)**
- **No further discussion**
- **Motion carries 3-0**

Mr. Morin, high school librarian and Co-Advisor of the History Club, on behalf of Dean of Students Ms. Foulis, addressed the Committee seeking approval for a 2019 field trip to Costa Rica. Detailed information including cost and itinerary was distributed. He commented that this trip offered a savings of \$1000 per student over previous trips taken. Mr. Farber reviewed the policies of Massachusetts General Law which states that all out of state or extended overnight trips and excursions must have advance approval for the School Committee. Referring to the school's travel policy, he noted that all trips which include late night or overnight travel must have prior approval by the School Committee. Initial approval by the School Committee is required before engaging students in any fundraising activity for a trip. School policy also states that final approval will not be granted until all preparations for the trip have been completed including logistical details, transportation, accommodations. A question and answer period followed.

- **Motion by Ms. Oney to offer initial approval and extend to the Superintendent the authority to determine that guidelines and procedures for a safe and appropriate trip have been established. (Second by Mr. Lord)**
- **No further discussion**
- **Motion carries 3-0**

Public session:

Mr. Farber opened Public Session at 7:56 p.m.
No one came forward to address the Committee.
Mr. Farber closed Public Session at 7:57 p.m.

Review of Action Items:

Mr. Farber asked that the Chair of the Human Resources and Negotiations Subcommittee check in with the Director of Business and Facilities for an overview of contractual information going into negotiations process.

Policy IJNDD will be submitted to Massachusetts Association of School Committees for update to the district online Policy Manual.

The next Regular Business Meeting will be January 10, 2018.

- **Motion by Ms. Oney to adjourn Open Session. (Second by Mr. Lord)**
- **No discussion**
- **Roll Call Vote**

Mr. Farber	Yes
Ms. Oney	Yes
Mr. Lord	Yes
- **Motion carries 3-0**

Open session closed at 7:59 p.m.

Documentation for this meeting:

Agenda-Regular Business Meeting

Memorandum of Agreement

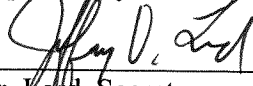
File IHBG – Home Schooling- Tracked Copy

Dupere Law Offices re: Home School Students Participation in Extracurricular Activities

Distributed at Meeting:

MHS Costa Rica Field Trip Information and Itinerary

Approved by Committee:



Mr. Lord, Secretary