

**Minutes of the  
Monson School Committee  
Regular Business Meeting  
Quarry Hill Community School – School Committee Meeting Room  
August 8, 2018**

**Present:** Chair Jeffrey Lord; Vice Chair Patricia Oney; Secretary Michelle Heroux; Committee Members Joel Keller and Emily Graves-Harrison

**Also Present:** Superintendent Cheryl Clarke; Director of Curriculum Katherine Watts; Director of Business and Facilities Donald Smith and Recording Secretary Karen Methe

**Note:** This meeting was video-recorded.

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

Emily Graves-Harrison read the Mission and Vision Statements.

**Announcements:**

The Annual Summer Bus Tour is scheduled for August 20, 2018 from 9:00 a.m.-11:00 a.m.

The Freshmen Barbeque will be held on August 21, 2018 at 6:00 p.m.

Athletic Night will take place on August 22, 2018.

Transportation Night has been scheduled for August 23, 2018.

August 29, 2018 is the first day of school for students in Grades 1-12.

New this year is Kindergarten Screening August 29-31, 2018. Students will get to work with their Kindergarten teachers on assessments prior to the first day of school which eliminates the need to use class time for this purpose.

September 4, 2018 is the first day of school for Pre-K and Kindergarten.

**Minutes:**

- **Motion by Ms. Oney to accept the June 27, 2018 Regular Business Meeting minutes as presented. (Second by Ms. Heroux)**
- **No discussion**
- **Motion carries 5-0**
  
- **Motion by Ms. Oney to accept the July 11, 2018 Regular Business Meeting minutes as presented. (Second by Ms. Heroux)**
- **No discussion**
- **Motion carries 4-0 (Mr. Keller abstained from the vote.)**
  
- **Motion by Ms. Oney to accept the July 11, 2018 Working Meeting minutes as presented. (Second by Ms. Heroux)**
- **No discussion**
- **Motion carries 4-0 (Mr. Keller abstained from the vote.)**

**Subcommittee and Liaison Reports:  
Human Resources and Negotiations:**

Mr. Lord reported that unit negotiations are ongoing.

**Superintendent's Report:**

The Annual Summer Bus Tour, scheduled for August 20, 2018 from 9:00 a.m.-11:00 a.m., will make its first stop at Adam's IGA. Thirty staff members have volunteered their time to travel through the community, greeting students and families in addition to distributing supply bags. Parent resource bags, donated by Monson Savings Bank and filled with valuable information and goods will also be distributed. Mrs. Clarke thanked Adam's IGA for supplying bottled water to the staff, Monson Savings Bank for donating the parent bags, Dunkin Donuts for providing iced coffee and donuts to the staff, and Westview Farms Creamery for contributing a gift certificate toward ice cream cone treats for staff at the conclusion of the bus tour.

The Administrative Leadership Team Summer Retreat will be held on August 15 and 16, 2018. Mrs. Clarke will report on the event at a later meeting.

The Instructional Leadership Team at Quarry Hill Community School met earlier in the week to review Year 1 of the Turnaround Plan (TAP), make revisions and updates. Mrs. Clarke noted that she felt strongly that the Year 2 of the TAP is a great one and added that Ms. Bernat will present it to the Committee upon finalization.

Staff will return to school on August 27, 2018-Teacher Work Day and August 28, 2018-Teacher In-Service Day.

Mrs. Clarke reported that to date 19 new students, 5 of them being School Choice, have been enrolled in the district. She noted that there are now 57 School Choice students in the district. Mr. Lord asked if there were still open School Choice slots to which Mrs. Clarke stated there was availability in some grade levels but that other grades levels were now closed.

With no objections from Committee members, Agenda item 7 a: Overnight Field Trip Request-Cross Country Teams (Mr. Pitcher) was moved to this point in the meeting.

Mr. Pitcher and Mr. Dannay, coaches of the Cross County teams reviewed the proposal for the Cross Country Overnight Twilight Invitational to be held on October 19, 2018 at the Barnstable Fairgrounds in Falmouth, MA. They provided specific information about the trip including chaperone information and fundraising efforts that will occur to help defray the cost of participation.

- **Motion by Mr. Keller to approve the overnight field trip request by the cross country team coaches as presented and detailed in the handout that was part of the School Committee packet. (Second by Ms. Graves-Harrison)**
- **There was a short discussion regarding chaperones and any student who could not afford to participate.**
- **No further discussion**
- **Motion carries 5-0**

**Old Business:**

With no objections from Committee members, Agenda item 6 d: Follow-up on Transportation Bid was moved to this point in the Agenda.

At the request of Mr. Lord, Mrs. Loglisci, Director of Transportation, provided an overview of the previously requested transportation bid to outsource the transportation department.

Mrs. Loglisci reviewed that process and offered insight into ways another bid process may be successful. She suggested going out to bid in February, which she explained was the normal timeframe for the industry. Mr. Lord stated it would be prudent to allow more time to prepare thorough bid specs. She noted that it was important to know what the bid spec would look like and spoke briefly about Special Education/Regular Education transportation, offering various scenarios. Mrs. Loglisci recommended that the district reserve the right to supervise the routes. Following more discussion, Ms. Graves-Harrison stated she'd like to see all the options available. Mr. Keller questioned what the compelling event was to bring this topic up again on August 8, 2018 stating that the Committee spent several months previously talking about this and voted on it last May. Mr. Keller then summarized all of the previous conversations held back in the spring and questioned why, all of a sudden, was it necessary to revisit the topic. Mr. Lord replied that it was his desire to bring this back to the Committee and it was his impression that the Committee had agreed to look at it again this year.

Mrs. Loglisci noted that she needed adequate time to discuss all the options with Committee members, should they choose to go out to bid again this year, before preparing bid specs, an option Mr. Keller stated had not been allowed with the last bid request. Mr. Keller then asked why Mrs. Loglisci didn't inform the Committee that she needed more time to prepare the bid specs last year to which Mrs. Loglisci replied that she did ask for the bid to be delayed, but was told no. Mrs. Clarke verified that Mrs. Loglisci did in fact ask for additional time. Mr. Keller asked Mr. Lord again what the compelling event was to bring up this topic at this time, stating he could have waited until September or October, insisting that someone answer the question. Mr. Lord responded that he makes the Agenda, remembered it at the time and did not want the possibility of having it overlooked. Mr. Keller commented that given the governance perspective, this was outside the norm.

Mr. Lord made the decision to defer this topic to the Finance Subcommittee and requested that Mrs. Loglisci make arrangements to attend that meeting with a copy of last year's bid information. Mrs. Loglisci respectfully requested that that meeting be deferred until October which would allow plenty of time to create a plan with the Committee's input, to go out to bid in January/February 2019. Mr. Lord requested that Mr. Keller bring the previous transportation bid to the next Finance Subcommittee meeting with the intent of creating a game plan going forward. Mr. Keller requested Mrs. Loglisci attend that initial meeting. Mr. Lord stated she would be asked to attend a subsequent meeting after the initial one. Ms. Graves-Harrison added her concerns about the preliminary work not beginning until October. Mrs. Clarke felt confident that waiting until October would provide ample time to determine and review bid specs. Citing work and personal obligations, Mrs. Loglisci respectfully asked to delay the process until mid-late October, to which Mr. Keller said he would respect, but still questioned why Mrs. Loglisci was discussing this topic at this particular meeting and added that he would like the Business Administrator's input into this process as well.

Returning to Agenda item 6a: Superintendent's Salary Discussion and Goal Setting

Mrs. Clarke suggested a Working Meeting be scheduled to create goals for next year and discuss this year's salary compensation. Mr. Lord read the Superintendent's Evaluation including the evaluator comments. On behalf of the Committee, Mr. Lord thanked Mrs. Clarke for her leadership throughout the past year. A short discussion began regarding salary compensation and it was decided that a Working Meeting would be scheduled to thoroughly discuss all the data that has been made available to Committee members.

Mrs. Clarke provided an update on the October 5, 2018 Special Olympics. She was very happy to report that the \$5,000 goal necessary to host the event in the district has been met. Mrs. Clarke thanked the Board of Selectmen for their generous donation of \$3,000. She also thanked the Rotary Club and personal donors for their contributions. Mr. Lord offered his thanks as well for all the charitable gifts received.

In conjunction with the Massachusetts Association of School Committees (MASC), School Committee members will participate in Charting the Course, on October 6, 2018, in the Granite Valley Middle School Library. The course will be facilitated by Glenn Koocher of MASC. Ms. Oney noted that she would not be available on this date and Mr. Lord stated he would contact MASC for an alternate date.

**New Business:**

**7b: Clarke Dissertation Site Approval**

Mrs. Clarke reviewed the dissertation process for Committee members. Now that the first three chapters of the Doctorate Program have been approved, the next step is an appearance in front of an institutional review board where a panel reviews all the ethical considerations in choosing and securing a site. Mrs. Clarke is seeking approval from the Committee to use Quarry Hill Community School (QHCS) as her proposed site involving the Instructional Leadership Team (ILT) and the Turnaround Plan process. Mrs. Clarke added that she will be conducting voluntary focus groups with team leaders and the general teaching staff who are not involved as team leaders in addition to observation of ILT meetings. Document reviews will be completed which include the site visit report created by the District and School Assistance Center (DSAC) team.

- **Motion by Ms. Heroux to approve Mrs. Clarke request to perform her dissertation site approval at Quarry Hill Community School as presented. (Second by Ms. Graves-Harrison)**
- **Discussion followed regarding with Mr. Keller asking if Mrs. Clarke thought there was value in going elsewhere to view how other districts might do this. Mrs. Clarke stated that it would need to be a rural school involved in a turnaround practice and she could certainly look outside the district.**
- **No further discussion**
- **Motion carries 4-1**

**Public session:**

Mr. Lord opened Public Session at 7:54 p.m.

No one came forward to address the Committee.

Mr. Lord closed Public Session at 7:54 p.m.

**Review of Action Items:**

Schedule Finance Subcommittee and Working meetings.

Finance Subcommittee to be scheduled on September 11, 2018 at 6:30 p.m.

Working Meeting to be scheduled on September 19, 2018 at 6:30 p.m.

Regular Business Meetings will be scheduled as follows:

September 12 and 26, 2018 at 7:00 p.m.

October 10 and 24, 2018 at 7:00 p.m.

- **Motion by Mr. Keller to move into Executive Session under M.G.L. Chapter 30A, §21a, Purpose #3, to discuss strategy with respect to collective bargaining and litigation. (Second by Ms. Oney)**
- **No discussion**
- **Roll Call Vote**

|                            |            |
|----------------------------|------------|
| <b>Mr. Lord</b>            | <b>Yes</b> |
| <b>Ms. Oney</b>            | <b>Yes</b> |
| <b>Ms. Heroux</b>          | <b>Yes</b> |
| <b>Ms. Graves-Harrison</b> | <b>Yes</b> |
| <b>Mr. Keller</b>          | <b>Yes</b> |
| • <b>Motion carries</b>    | <b>5-0</b> |

Open session closed at 8:01 p.m.

Executive Session began at 8:06 p.m.

***Documentation for this meeting:***

*Agenda-Regular Business Meeting*

*June 27, 2018-Regular Business Meeting Draft Minutes*

*July 11, 2018-Regular Business Meeting Draft Minutes*

*July 11, 2018-Working Meeting Draft Minutes*

*Proposal Cross Country Overnight Twilight Invitational Information*

*Cheryl Clarke – Proposed Study Summary –August 2018*

***Distributed at Meeting:***

*N/A*

Approved by Committee:

  
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 Ms. Heroux, Secretary