

**Minutes of the  
Monson School Committee  
Regular Business Meeting  
Quarry Hill Community School – School Committee Meeting Room  
November 30, 2016**

**Present:** Chair Peter Sauriol; Vice Chair Joshua Farber; Secretary Patricia Oney; Committee Members Joel Keller and Ed Maia

**Also Present:** Superintendent Cheryl Clarke; Director of Business and Facilities Don Smith; Director of Pupil Personnel Services Suzanne Morneau; Director of Curriculum Katherine Watts; Director of Guidance Robert Bardwell; Principals Jennifer Beaudry (QHCS), Mary Cieplik (GVMS), William Metzger (MHS); Dean of Students Jack Champagne; and Recording Secretary Karen Methe

**Absent:** None

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

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

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

**Announcements:**

Mr. Bardwell spoke of the recent Snuggles to Savings event. The program provided the opportunity to give a \$50 start-up account, sponsored by Monson Savings Bank, to all kindergarten students to start a 529 college savings program. He noted that the evening was a tremendous success with over 40 parents attending. Representatives from the Massachusetts Educational Financing Authority (MEFA) and Monson Savings Bank were on hand to assist parents in registering. The evening was held in conjunction with a Literacy Program coordinated by Mrs. Watts which included the kindergarten staff.

Mr. Bardwell then provided an overview of the Massachusetts College Application Celebration Week Data Analysis information that he distributed at the beginning of the meeting.

**Recognition:**

Mr. Champagne, Dean of Students at Granite Valley Middle School (GVMS) presented samples of student research work being done in Spanish class, distributing samples to Committee members. Grade 5 student, Emily Roberts, explained her project based on the book "*Because of Mr. Terupt.*" Mr. Champagne noted that a lot of project based learning and data analysis is being done. Grade 7 Geography is working on a North America and National Parks unit which Mr. Champagne showcased through a PowerPoint presentation.

Mrs. Clarke introduced Mrs. Gustafson, Director of Food Services, stating that she has secured grants totaling approximately \$20,000. Mrs. Gustafson presented a PowerPoint outlining the different programs and grants and spoke briefly about the Summer Feeding and Fuel Up to Play

60 National Dairy Council grant initiatives as well as the cost free trainings she and her staff receive through a partnership with the USDA and UMASS. She outlined specifications for the Department of Education USDA equipment grants noting this was the first time that this competitive grant has been offered to districts with under 50% free and reduced population. Mrs. Gustafson reported that she received a check today for \$14,524 to be used for kitchen equipment at the high school. She thanked Mrs. Clarke, Mr. Smith, the Administrative Team, Unit E employees and the Monson Teachers Association (MTA) for all their support and collaboration during the past years.

**Minutes:**

The Committee acknowledged email receipt of the November 16, 2016 Regular Business Meeting minutes, to be approved at the December 14, 2016 meeting.

**Student Representative Reports:**

**Marley Nissenbaum (MHS)**

The boys and girls soccer teams went to the state finals. Marley reported that the boys team won and though the girls team lost the final game they had a great season, not losing a game until the last one. She noted that the community, along with Mrs. Clarke and Mr. Metzger, attended an awesome send-off for both soccer teams.

The girls soccer team has received the Massachusetts Interscholastic Athletic Association (MIAA) Sportsmanship Award and will celebrate with an upcoming banquet.

It was agreed by many that the end of the week assembly for College Application Week was an inspiration for underclassmen to apply when it is their time.

The Student Advisory Program (SAP) has formed a Committee of students who have been instrumental in forming new ideas for the program.

**Katie Roberts (GVMS)**

On Friday, December 2, 2016, students will participate in a character education assembly surrounding the importance of kindness. Student of the Month awards will also be presented. Grade 7 and 8 students are completing a research survey through Connecticut Children's Hospital entitled Panda Project. The purpose of this project is to learn about the types of things that relate to adolescent adjustment and development. The school receives \$1,000 for participating in the fall and spring.

Western Mass News meteorologist Jacob Wyckoff is scheduled to speak to grade 8 students on December 7, 2016.

Grade 7 students will be taking a field trip to the Connecticut Science Museum in Hartford on December 9, 2016, which is also mid-term for the second quarter.

The district-wide music department's Spirit of the Season Winter Concert will be held on December 15, 2016, 6:00-8:00 p.m. in the auditorium at GVMS. Music teachers Mr. Eisenhauer (MHS) and Mr. Topham (GVMS) are encouraging everyone to attend. There is no admission cost for this event.

**Superintendent's Report:**

Ms. Morneau is coordinating the Coordinated Program Review (CPR) routinely done in districts by the Department of Education (DOE) to satisfy federal and state requirements. Auditors will be looking at specific educational programs and services, (i.e. Special Education, Civil Rights,

English Language Learners) and will be reviewing district records on December 6 and 7, 2016. They will return in January to conduct interviews with staff and administrators and touring the building. A press release notification will be published to the community. Mrs. Clarke commended Ms. Morneau and Mrs. Porth for their hard work in compilation of information and scheduling. The DOE team met with the Administrative Leadership Team (ALT) previously to provide an overview of the process. The initial results and feedback will be offered upon the conclusion of the second day.

Mrs. Clarke presented the draft copy of the 2016-2019 Strategic Plan via PowerPoint. As she began, she reviewed the process which commenced at the ALT Retreat in August. Displayed around the room was all the information collaboratively collected at numerous meetings which included a variety of stakeholders. Mrs. Clarke has previously provided Committee members with the names of all participants. Mrs. Clarke discussed in detail the entire plan and how each objective was determined. On November 29, 2016 there was a final meeting on the draft copy. Only a few suggestions were offered. One consensus of the group is that it was important to contain the information on a single page.

Mr. Sauriol thanked Mrs. Clarke, the administrative team and all group participants for their time and efforts to create this draft plan.

There was a brief question and answer period upon completion of Mrs. Clarke's presentation. It was decided that the Committee would review the draft plan over the next two weeks and approve it at the next Regular Business Meeting.

#### **Business and Facilities Report:**

The FY18 budget calendar has been completed and Mr. Smith will send an electronic copy to Committee members.

Quarry Hill Community School continues with the structural review which is tied into the pool and other areas and Mr. Smith expects an estimate tomorrow for a follow up inspection and he hopes to have more information in the next few weeks.

The grant funded water testing is ongoing. Results for all three schools are expected late December or early January 2017.

#### **Subcommittee & Liaison Reports:**

##### **Goals and Mandates Update:**

**Facilities and Long-Term Planning:** The subcommittee met earlier this evening. Priority topics discussed were a review of the Pool Agreement which requires a few necessary changes; Park and Recreation's approach to fundraising for lighting at GVMS Moriarty Field; may want to be cautious pending the expected estimate from structural engineer firm Castle and Boos for the external pool walls. Upon the close of the 2017 Varsity Swim season, the pool will be drained and the interior evaluated by structural engineers. Substantial repairs may be necessary. Members from the Parks and Recreation Commission will be invited to the meeting which will include a full report of repairs and decide how to proceed.

Future follow-up will include a 3-5-7-10 year outlook as well as the transportation budget which was briefly discussed but put on hold pending removal of the fuel tank from Hillside.

**Finance:** Subcommittee has not met. Mr. Keller will coordinate a meeting date with Mr. Farber.

**Curriculum:** A full report was provided at the previous meeting. Another meeting will be scheduled soon.

**Policy/Diversity:** There is nothing pending at this time. When results from the CPR are received, if necessary, a meeting will be scheduled.

**Human Resources/Negotiations:** A team building and professional development meeting for School Committee members with Glenn Koocher from MASC will be scheduled for December 21, 2016 from 6:00-8:00 p.m.

**Public session:**

Mr. Sauriol opened Public Session at 8:06 p.m.  
No one came forward to address the Committee  
Mr. Sauriol closed Public Session at 8:07 p.m.

**Unfinished Business:**

None

**New Business:**

Mr. Sauriol spoke of the book referenced in a PowerPoint presentation at a workshop he attended as part of the annual MASC conference. Entitled "*The Essential School Board Book*". Mr. Sauriol plans to read the book, offer his opinion on it and pass it on to the other members if requested.

**Action Items:**

Schedule Finance Subcommittee Meeting  
Schedule Curriculum Subcommittee Meeting  
Mr. Sauriol will reach out to Sara Szado of the Parks and Recreation Department.

- **Motion by Mr. Farber to adjourn Open Session. (Second by Mr. Maia)**
- **Roll Call**
  - Mr. Maia      Yes**
  - Mr. Keller    Yes**
  - Ms. Oney     Yes**
  - Mr. Sauriol  Yes**
  - Mr. Farber    Yes**
- **Motion carries 5-0**

Open session closed at 8:11 p.m.

***Documentation for this meeting: (sent as email packet)***

*Agenda-Regular Business Meeting*  
*Subcommittee Goals and Mandates*  
*Subcommittee Liaisons*  
*Results of Future Protocol-Variou Groups (Color Coded)*  
*Strategic Plan-Grouped by Color*

***Emailed to Committee:***

*November 16, 2016-Regular Business Meeting Minutes (for review)*

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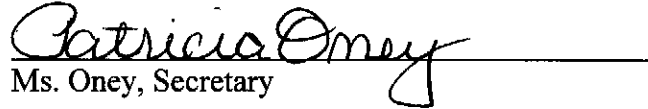
***Distributed at meeting:***

*Massachusetts College Application Celebration Week Data Analysis*

*Monson Public Schools Strategic Plan Draft 2016-2019*

*Sample Press Release-re: Coordinated Program Review Onsite Visit*

Approved by Committee:

  
Ms. Oney, Secretary