

**Minutes of the  
Monson School Committee  
Regular Business Meeting  
Quarry Hill Community School – School Committee Meeting Room  
May 23, 2018**

**Present:** Chair Joshua Farber; Vice Chair Joel Keller; Secretary Jeff Lord and Committee Member Patricia Oney

**Also Present:** Superintendent Cheryl Clarke; Director of Business & Facilities Don Smith; Granite Valley Middle School Dean of Students Scott Johnson and Recording Secretary Karen Methé

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

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

Mr. Farber read the Mission and Vision Statements.

**Announcements:**

The middle and high school's Spring Concert will be held tomorrow, May 24, 2018 at 6:30 p.m. in the Granite Valley Middle School auditorium. There will also be a display of student art work in the cafeteria hosted by Ms. Novak and Mrs. Gianfriddo, middle and high school art teachers respectively.

Mrs. Clarke reviewed the Senior Week activities for next week, culminating with graduation on Friday, June 1, 2018 at 6:30 p.m. at Monson High School.

The Drama Club will hold performances on June 15 and 16, 2018, 6:00 p.m. at the high school.

**Recognition:**

Mr. Johnson provided a detailed overview of the Grade 8 field trip to Philadelphia, PA and Washington, D.C. Students partook in numerous activities and tours including a dinner cruise on the Potomac. Mr. Johnson noted that they received positive feedback regarding students being well-behaved and well-dressed. He distributed samples of student trifolds that were created from information gathered on the trip. Mr. Johnson stated how proud he was of the Grade 8 students. As part of Ms. Hyatt's Grade 7 Social Studies class students are required to participate in a service learning project. Conveying that all the students did an outstanding job on their projects, Mr. Johnson spoke of Alexander Soucy's and Julian Nobbs' project of securing donations of all types of cat supplies which were donated to the Dakin Animal Shelter. He handed out a copy of the Palmer Journal's newspaper article about the students. Mr. Johnson also distributed other examples of project work from students Emily Nadeau and Madison Milne who collected over \$2000 of donations for the local cat shelter, Here Today, Adopt Tomorrow. Ailis Kealy and Tia Morris participated in a community clean-up and Madeline Sweeney assisted in an annual fundraiser, held by Erin Doyer in memory of her father, at the Enfield CT Food Shelf. Mr. Johnson then read a brief summary outlining the project criteria and timeline written by Ms. Hyatt who was not able to attend tonight's meeting.

**Minutes:**

- **Motion by Mr. Keller to approve the May 3, 2018 minutes of the Regular Business Meeting as submitted. (Second by Mr. Lord)**
- **No discussion**
- **Motion carries 4-0**

**Student Representative Reports:**

**GVMS-Olivia Chrzan and Molly Szado**

No report-student representatives were not in attendance.

**MHS- Haley Fennyery and Marley Nissenbaum**

No report-student representatives were not in attendance.

**Subcommittee & Liaison Reports:**

**Policy/Diversity Subcommittee:**

Mr. Farber stated that the Subcommittee has not met since the last Regular Business Meeting where discussion was held on Policy IHBG-Home Schooling.

- **Motion by Ms. Oney to adopt Policy JLCD into the Monson Public Schools Policy Manual. (Second by Mr. Lord)**
- **No discussion**
- **Motion carries 4-0**
  
- **Motion by Ms. Oney to adopt the Naloxone Policy into the Monson Public Schools Policy Manual. (Second by Mr. Lord)**
- **Brief discussion on how the policy would be coded.**
- **Motion carries 4-0**
  
- **Motion by Mr. Lord to move Home School Policy IHBG through first read. (Second by Ms. Oney)**
- **Lengthy discussion followed referencing discussion of Policy IHBG among the full Committee, Policy/Diversity Subcommittee members and community members on how to best frame Home School inclusion for the activities of the schools and their programs. Mrs. Clarke explained the changes that were suggested. Home School Guidelines were thoroughly reviewed as well.**
- **Roll Call Vote**

<b>Mr. Farber</b>	<b>Yes</b>
<b>Mr. Keller</b>	<b>No</b>
<b>Ms. Oney</b>	<b>Yes</b>
<b>Mr. Lord</b>	<b>Abstain</b>
- **Motion denied per above roll call vote.**
- **Discussion followed and it was the consensus of the Committee to re-motion.**

- **Motion by Mr. Farber to move File IHBG through first read to release to the community and bring to the table for formal discussion. (Second by Ms. Oney)**
- **No further discussion**
- **Roll Call Vote**
  - Mr. Lord      Yes**
  - Ms. Oney     Yes**
  - Mr. Keller    No**
  - Mr. Farber    Yes**
- Motion carries 3-1**

**Human Resources and Negotiations Subcommittee:**

Mr. Lord reported that last night’s meeting was very productive and he is looking forward to the next one.

**Finance Subcommittee:**

Mr. Keller provided a high level overview of the FY19 budget. He stated that based on previous meetings with the Town Finance Committee, a budget of \$10,770,000 for operational costs was approved at the recent Town Meeting citing that this amount differs from the \$11,000,500 number voted on by School Committee members at a previous Regular Business Meeting. The initial budget contained the Tier I cuts that had been made, which Mr. Keller outlined. He then reviewed the necessary Tier II cuts that will now go into effect given the amount designated at the Town Meeting. Mr. Keller added that in light of the continuing Chromebooks initiative, the part-time Technology Assistant position will remain. He stressed that there is tremendous risk in this budget which allows no room for unexpected costs. He noted that class sizes will increase and supply funds will decrease. In summation, Mr. Keller indicated that with the Tier I and II cuts, the Committee successfully reduced the district’s operational costs as directed.

**Superintendent’s Report:**

Mrs. Clarke reported that work continues on the FY19 budget and Unit A negotiations. Numerous events were held in May including the Parent Teacher Student Association (PTSA)/National Honor Society’s Color Run, PTSA sponsored Staff Appreciation Luncheon, Excellence in Teaching/Grinspoon Awards Banquet, Senior Signing Day and Special Olympics. She thanked the PTSA for an exceptional luncheon and for their continued support of the schools. The Parent Focus Group met on May 16, 2018 and Mrs. Clarke also met with a student focus group of high school students on May 22, 2018. The next step for the Parent Focus Group is to present a recommendation to Committee members. Discussion followed on the best time for the presentation to occur in conjunction with the upcoming Superintendent’s Evaluation. The consensus of the Committee was to schedule the recommendation for August 2018.

**Business and Facilities Report:**

Mr. Smith indicated that the summer work list is being compiled. Quotes and bids are being gathered for some of the capital projects including the playground, air-conditioning units in the library, and faulty joints in the sprinkler system at Granite Valley Middle School. The drawing down of the FY18 budget is beginning and Mr. Smith said he will provide an updated forecast at the next meeting.

Mr. Smith asked Committee members to consider the requirement of only one signature on the bill schedules. Stating that with the initiation of the P card now being used for miscellaneous supplies and invoices due every month or a penalty is incurred, it is sometimes hard to get three signatures on a timely basis for processing the warrant through the Town. An extensive discussion followed with some members offering their pros and/or cons on the subject and in addition to the prospect of policy implications and concerns about the possibility of other members losing touch with the budget.

- **Motion by Mr. Keller that the School Committee authorize two members to certify and approve bill schedules as presented to the Superintendent and the Business Office. (Second by Ms. Oney)**
- **Discussion continued on determining how the primary members would be selected to sign the bill schedules. Mr. Smith assured members that the bill schedules would always be available to all Committee members for review.**
- **No further discussion**
- **Roll Call Vote**

<b>Mr. Lord</b>	<b>No</b>
<b>Ms. Oney</b>	<b>Yes</b>
<b>Mr. Keller</b>	<b>Yes</b>
<b>Mr. Farber</b>	<b>Yes</b>
- **Motion carries 3-1**

Mrs. Clarke requested that the Policy Subcommittee talk about a potential Social Media Policy or procedure for Committee members, employees of the district and their relatives posting about the schools on various sites. She expressed concern for trying to stay on top of inaccurate information being shared on the Monson Speaks platform in particular. Noting that the Board of Selectmen follow a specific procedure if a complaint, concern or question is not formally presented to them, Mrs. Clarke would like to explore the options. Mr. Keller suggests that other Policy language of this content be looked at with Mr. Lord adding that the Policy Subcommittee was a prudent place to start. Mrs. Clarke will do some research and bring the information to the next meeting of the Policy Subcommittee.

**Old Business:**

This Agenda item was addressed in the Finance Subcommittee Report.

**New Business:**

Mrs. Clarke distributed information on the number of School Choice slots per grade recommended by the building principals.

She reviewed the figures and answered all questions posed by Committee members.

- **Motion by Ms. Oney to accept the proposed School Choice slots for FY19 as presented by the Superintendent. (Second by Mr. Lord)**
- **A brief discussion followed.**
- **Motion carries 4-0**

Mrs. Clarke spoke about her evaluation. She has uploaded 15 pieces of evidence and will complete uploading all the evidence within the next week. She told members that work could begin on the Standards and Indicators portion of the evaluation. Mr. Farber stated that as past practice outgoing

members of the Committee who have been with the Superintendent from the beginning of the evaluation cycle are encouraged to participate in the evaluation process.

**Public session:**

Mr. Farber opened Public Session at 9:07 p.m.

Alan Morin, MHS librarian, came forward to offer his thanks for the recent installation of the Audio Visual equipment at the high school gymnasium. He described it will enhance the functions held in the gymnasium, noting that Senior Signing Day was the equipment's initial use and that it was tremendously wonderful and a great asset to the school. Mr. Morin then thanked Committee members, Mrs. Clarke, Mr. Smith, Mr. Gross, Mrs. Loglisci, Mr. Schubach, Mr. Metzger, Mr. Bardwell and Norseman Audio Visual for their part in purchasing and installing the equipment.

Mr. Farber closed Public Session at 9:09 p.m.

**Review of Action Items:**

Schedule a Policy Subcommittee Meeting for June 6, 2018 at 6:00 p.m.

Following the June 12, 2018 town elections, a Committee Re-Organization Meeting will be scheduled for June 13, 2018 at 7:00 p.m.

Until further notice, continue to add Approval of Final FY19 Budget to upcoming Regular Business Meeting Agendas.

- **Motion by Mr. Farber to move into Executive Session under M.G.L. Chapter 30A, §21a, Purpose #3, to discuss strategy with respect to collective bargaining and litigation, regarding all units, not to return to Open Session. (Second by Ms. Oney)**
- **No discussion**
- **Roll Call Vote**

<b>Mr. Farber</b>	<b>Yes</b>
<b>Mr. Keller</b>	<b>Yes</b>
<b>Ms. Oney</b>	<b>Yes</b>
<b>Mr. Lord</b>	<b>Yes</b>
- **Motion carries 4-0**

Open session closed at 9:11 p.m.

Executive Session began at 9:16 p.m.

***Documentation for this meeting:***

*Agenda-Regular Business Meeting*

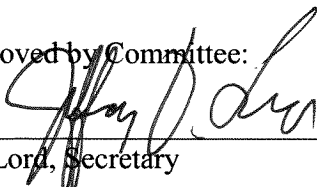
*May 3, 2018 Regular Business Meeting Minutes-Draft Copy*

*Distributed at Meeting:*

*GVMS Student Tri-folds*

*GVMS Community Projects from Ms. Hyatt's Social Studies Classes*

Approved by Committee:



Mr. Lord, Secretary

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