

Hamilton-Wenham Regional School District Committee

September 6, 2007

Minutes

CALL TO ORDER: Richard Boroff called a duly posted meeting of the Hamilton-Wenham Regional School District Committee was called to order at 7:05 p.m. in the Multipurpose Room of Buker Elementary School.

PRESENT: Denise Bisailon, Richard Boroff, Donald Gallant, Lisa Gaquin, Catherine Harrison, Alexa McCloughan, Bill Martin, Jack O'Keefe, and Laurie Wilson.

ABSENT: None

ALSO PRESENT: Marinel McGrath, Superintendent and Paul Szymanski, Assistant Superintendent

R. Boroff requested to amend the September 6, 2007 agenda as follows: New Business: item B.1. Field trip Request: HS Cross Country Team Trip to Rhode Island. D. Gallant seconded the motion. The motion passed unanimously. (9-0-0)

RECOGNITION: Dr. McGrath thanked the leadership team, custodians and the school secretaries for all of their hard work and their help with the smooth opening of school. She also introduced the two new principals Carrie Vaich, Winthrop Principal and reintroduced Matt Fox, Miles River Principal. Some other exciting news Christy Hall was married this summer and is now Christy Reynolds and Jennifer Clifford became engaged and she will marry next year.

P. Szymanski introduced Richard C. Shruhan the new facilities director. He reviewed his previous work experience. Mr. Shruhan will begin work in the District on Monday, September 10, 2007.

25 year recognition: Brian O'Donoghue recognized Prudy Pilkonis for completing 25 years of service. She was formerly an elementary physical education teacher and is now a high school physical education teacher citing her as a role model for many students. Bob Krol recognized Elaine Whelihan, high school librarian, for her 25 years of service to the Regional as its librarian. Ms. Whelihan will retire on September 28, 2007.

Professional Status Teacher Recognition: Dr. McGrath recognized the 22 teachers who have attained professional teacher status in the district. A teacher is able to attain this status after three years of intensive evaluation and three years of employment in the district. Each teacher was recognized by his or her principal and given a "Professional Status Teacher" star paperweight. The teachers are:

Buker School
Kathryn Reynolds – SPED

Cutler School
Anita Evetts – Grade 2
Jessica McGraw – Physical Ed
Julie Rothrock – Grade 1
Cerissa Schartner – Grade 4

Miles River Middle School
Scott Buchert – Gr. 8 Science
Deirdre McCrae – Special Education
Bonnie McGarrell –Grade 7 SPED
Jennifer McKay – Grade 6
John Regan – Technology Education
Tyler Walker – Gr. 7 Social Studies

Winthrop School
Jan Lee – Adjustment Counselor

District
Nancy Perkus - Occup. Therapist

High School
Kristen Borges – Social Studies
Julie Cahill-O’Shea - Guidance
Ron Goddard - Special Educ. ASPIRE
Barbara Mahoney - English
Karen Ristuben – Fine Arts
Maija Scarpaci - Spanish
Frank Sullivan – Guidance Director
Tony Walsh – Math

Other recognitions included: R. Boroff thanked Verizon for the new video system installed at Buker for the school committee meetings and Dr. McGrath recognized Catharine Donovan who recently earned school nutritionist status.

REPORTS AND CORRESPONDENCE:

Subcommittee Reports:

Subcommittees need to submit their goals to the Superintendent by September 7th so that they can be reviewed at the September 13th workshop.

Communications:

A. McCloughan reported that the subcommittee met and is working on the production of annual report which will be available in November.

Facilities:

B. Martin reported that the subcommittee met to discuss goals and they are trying to coordinate their goals with strategic plan. Bill Martin volunteered to sit be the school committee representative on the Towns/School Capital Management Committee.

School Opening 2007:
New Staff-

There are 24 new teachers to the district, 13 support staff, 2 principals and 1 director. There were 7 retirements, 7 positions that were reinstated from the override, 1 person on leave of absence, 1 moved, 2 not renewed. There were also 2 teaching positions and 2 teaching assistants hired thru private funding. Dr. McGrath also noted to the School Committee that the district is hiring a relative of a school committee member as per MGL Section 268A. Jennifer Bean is being hired as a teaching assistant at Cutler School; she is the niece of Don Gallant. Dr. McGrath stated that the opening day remarks focused on the need to educate the whole child. She will present the opening message day message to the School Committee at the October 11 meeting.

New Teacher Induction & Mentoring Program -

M. Duffy reviewed the New Teacher Induction & Mentoring Program that was held on August 20 & 21. Twenty teachers participated in the program. Each new teacher is assigned a mentor. New teachers will attend eight additional meetings throughout the school year. This program is grant funded.

Leadership Team Reports -

B. O’Donoghue, Buker Principal, has 236 students, 12 classrooms, and 14 new students. He thanked the custodians and secretary for their great work getting the school ready. He reviewed the new staff at his school.

J. Clifford, Cutler Principal, has 305 students and 17 classrooms. She thanked the custodians and Donna Hilton for all their hard work. Cutler held its annual Ice Cream Social last night. The new kindergarten program is working very well.

Carrie Vaich, Winthrop Principal, has 327 students and 17 classrooms including 2 Pre – K classes. Winthrop has one new teacher and two new teaching assistants. She thanked the custodians and Adelaide Liporto for assisting her in the opening of school. She said that opening day was fantastic and she held her first School meeting with all the students.

M. Fox, Middle School Principal, reviewed the new teachers hired. He stated that the building looks wonderful. He thanked Christy Reynolds for helping him with his transition to the school. He reviewed the 6th grade orientation and they are looking to start a mentoring program. He reviewed the AYP status, stating that the special education subgroup did not meet AYP in English language arts and Math. He reminded people that Curriculum Night is September 26 and the Friends meeting is September 18.

B. Krol, High School Principal, said all is back to normal with students in the building. P. Conrad reviewed the freshman orientation program called FROSH (Freshman Relying on Senior Help). He said 50 senior leaders and 5 other students volunteered to help the freshmen and they will meet once a month. D. Bisailion stated that she heard that many seniors were excited to be a part of this program. Mr. Krol thanked the police who came to help the flow of traffic for the first few days. He also stated that the phone system still being renovated at the high school. He reviewed the upcoming events such as: curriculum night on September 18 and the Freshman parents social issues meeting at the high school. There are currently 717 students enrolled and he is hoping to enroll three more choice students.

Financial Reports – June 30 &
July 31, 2007 -

P. Symanski reviewed the June and July financial reports.

Private Funding Report -

Dr. McGrath stated that the district has been very fortunate to receive \$433,111 in private donations. To date they have received Dr. McGrath reviewed how much was donated from each group:

- \$266,488 - Support our Schools (SOS) for teaching positions
- \$23,944 – Fall Athletic Boosters (football, field hockey, cheerleading)
- \$17,890 - K-12 extracurricular activities (\$12,000 Hamilton-Wenham Sports and Activities Alliance & \$5,890 Pro Musica).
- \$125,689 for technology plan purchases - \$8,400 from Winthrop Friends, \$9,000 High School Friends, \$12,000 Cutler Friends, \$30K Miles River MS Friends and \$66K from the Ed Fund.

This year there will be a \$50 fee for all high school extracurricular activities and there will be fees for the elementary chorus and band for the first time. The revised fee schedule is posted on the district website.

INFORMATION/ COMMUNICATION: P. Symanski stated that there were concerns regarding irrigation the high school fields due to the water ban. He reported that Hamilton lifted the watering restriction for the HS main field and town's recreational fields.

School Committee Calendar 2007-2008:

R. Boroff announced that the next school committee meeting will be October 11th and not October 5 as originally posted. He reviewed the 2007-2008 school committee calendar pointing out that as in past years there will be one school committee meeting per month in the fall unless another one is needed. He also reported that there will be a School Committee/Leadership Team Workshop on Goals, Thursday, September 13 from 6:00 pm -9:00 pm in Room 400 of the High School.

Curriculum Night Schedule:

R. Boroff also reviewed the Curriculum Night schedule for each school. There are two representatives for each school. School liaisons should let Dr. McGrath know who will be attending each event by September 13. R. Boroff asked the school committee members to mention that the school committee is focusing its work on the strategic plan this year when they speak at the curriculum nights.

*MASC/MASS Conference –
November 14-16, 2007, Hyannis, MA:*

The school committee needs to appoint a delegate to vote on the resolutions at the conference on Wednesday, November 14th. The Legislative subcommittee will meet to review the resolutions and make recommendations to the school committee at the November 1 meeting. J. O’Keefe is planning to attend the conference and he encouraged fellow members to join him.

OLD BUSINESS:

Update on the HS/MS Telephone Repair:

P. Symanski stated that the repairs to the telephone system are going well although there were a few technical difficulties. He expects that the list of phone numbers and extensions should be available by September 10. Dr. McGrath thanked Jeff McCormack for spearheading this project stating he has done a remarkable job leading this project.

NEW BUSINESS:

*MA Department of Education
Coordinated Review Report:*

M. Duffy stated that the District received the DOE Coordinated Review evaluation at the end of July with the report of the findings. There were 59 areas that were evaluated. It is a public requirement to let the public know the findings of the report.

A. Brown Collins reviewed the special education section of the evaluation stating that many of the areas cited were partially implemented which means fairly minor corrections are needed. She said that many of the items are procedural items.

D. Bisailon asked if the DOE provides templates or software to assist a District. A. Collins state that they do not, each District must create its own to match the criteria.

B. Martin asked if the areas cited match parent and student complaints. A. Collins said they do, particularly the issues in regard to the meeting timelines.

C. Harrison asked about the high school A1 skills classes and the large number of special education students in those classes. A. Collins said this is an area cited by the DOE for improvement so she will work with the high school on this issue.

M. Duffy reviewed the civil rights and English language learner areas that are in need to attention. She stated that the high school needs to offer physical education to high school seniors. She also stated that English language learners need to have programs and procedures available to them.

C. Harrison what would happen if the District cannot meet these requirements. M. Duffy stated that the DOE may withhold funding to the District. She also told the school committee that many of the items can be addressed without additional money; she also said there are areas that will need significant funding to correct. She concluded by saying that many other districts in the state have the same type of issues.

*November 2007 HS Choral Extracurricular
Field Trip to New York City:*

Dr. McGrath reviewed a field trip request submitted by Claudia Frost, HS Choral Teacher for Harmony in New York City on November 29, 2007. The cost of the trip is \$500 per student. There are no scholarships available. Students need to commit by October 2nd. A vote will be taken at the next meeting.

**Brown University Cross Country
Invitational:**

Dr. McGrath reviewed a field trip request submitted by Steve Sawyer, HS track coach, requesting to take the boys and girls cross country teams to the Brown University Cross Country Invitational on October 20, 2007. The trip can accommodate 50 students and the cost of the trip per student is \$125 including transportation via school bus. A vote will be taken at the next school committee meeting.

Appoint attendance officers for the Middle and High Schools:

This is an annual school committee appointment.

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE REAPPOINTMENT OF CHRISTY A. REYNOLDS, ASSISTANT PRINCIPAL AS THE MILES RIVER MIDDLE SCHOOL ATTENDANCE OFFICER FOR THE 2007-2008 SCHOOL YEAR WITH A STIPEND OF \$500.00. D. GALLANT SECONDED THE MOTION. There are five residency issues that they are currently researching. THE MOTION PASSED UNANIMOUSLY (9-0-0).

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE REAPPOINTMENT OF PHILIP T. CONRAD, ASSISTANT PRINCIPAL AS THE HIGH SCHOOL ATTENDANCE OFFICER FOR THE 2007-2008 SCHOOL YEAR WITH A STIPEND OF \$500. D. GALLANT SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

Appoint representatives to the Capital Management Committee:

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE APPOINTMENT OF PAUL P. SZYMANSKI, ASSISTANT SUPERINTENDENT AS THE SCHOOL COMMITTEE REPRESENTATIVE TO THE TOWNS/SCHOOL CAPITAL MANAGEMENT COMMITTEE EFFECTIVE IMMEDIATELY. D. GALLANT SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE APPOINTMENT OF RICHARD C. SHRUHAN, DIRECTOR OF MAINTENANCE AND FACILITIES AS THE SCHOOL COMMITTEE REPRESENTATIVE TO THE TOWNS/SCHOOL CAPITAL MANAGEMENT COMMITTEE EFFECTIVE SEPTEMBER 10, 2007. D. GALLANT SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

The school committee still does not have a citizen representative for that committee. R. Boroff asked for citizen volunteers to contact Dr. McGrath if interested.

Authorize Superintendent to designate an alternate for Coastal Collaborative:

The school committee has to vote so Dr. McGrath can designate either Paul Szymanski or Allison Brown Collins to attend (and vote if necessary) Coastal Collaborative meetings if she is unable to attend.

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO DESIGNATE PAUL P. SZYMANSKI, ASSISTANT SUPERINTENDENT AND ALLISON BROWN COLLINS, DIRECTOR OF STUDENT SERVICES TO ATTEND COASTAL

COLLABORATIVE MEETINGS AND VOTE ON MATTERS OF NEED IN THE ABSENCE OF SUPERINTENDENT MARINEL D. MCGRATH EFFECTIVE SEPTEMBER 2007. D. GALLANT SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

APPROVAL OF MINUTES:

RICHARD BOROFF MADE MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE REGULAR MEETING HELD ON JUNE 19, 2007. CATHERINE HARRISON SECONDED THE MOTION. THE MOTION PASSED WITH LAURIE WILSON ABSTAINING (8-0-1). There was one correction that Alexa McCloughan is chair of the communications subcommittee not Lisa Gaquin.

ADJOURNMENT:

LAURIE WILSON MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN AT 9:26 P.M. CATHERINE HARRISON SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

Respectfully Submitted,
Jacqueline Cooper
School Committee Secretary