



# Town of Reading Meeting Minutes

## Board - Committee - Commission - Council:

### School Committee

Date: 2016-07-18

Time: 7:00 PM

Building: School - Memorial High

Location: Superintendent Conference Room

Address: 82 Oakland Road

Session: Open Session

Purpose: Open Session

Version: Final

#### Attendees: **Members - Present:**

Jeanne Borawski, Linda Snow Dockser, Chuck Robinson, Elaine Webb, Gary Nihan (remote participation)

#### **Members - Not Present:**

Julie Joyce, Student Representatives Nazzaro and Cutone

#### **Others Present:**

Superintendent John Doherty, Assistant Superintendent Craig Martin, Chronicle Reporter Al Sylvia, John Carpenter - RCTV Liaison, Phil Rushwoth - RCTV Executive Director, Angela Merrill - RCTV, Kevin Cabuzzi & Kevin Gerstner - Facilities

**Minutes Respectfully Submitted By:** Linda Engelson on behalf of the Chair

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## Topics of Discussion:

### I. Call to Order

Chair Borawski called the School Committee to order at 7:05 p.m.

Mrs. Borawski asked for a moment of silence to honor Jolene Tewksbury. Mrs. Tewksbury was a grade 4 teacher at Birch Meadow who passed away suddenly last week.

### II. Recommended Procedure

#### A. Public Input

Chair Borawski asked for public input on items not on the agenda.

There was none.

#### B. New Business (out of order)

##### Award of Contract

Dr. Doherty reviewed the Janitorial Service memorandum. He shared that three vendors participated in the walkthrough of Reading Memorial High School but only one vendor responded. The non-responsive vendors declined to submit a

proposal due to the immediate need to begin summer cleaning work at Reading Memorial High School. The contract is to provide cleaning services at Reading Memorial High School and Coolidge Middle School. The terms of the contract will be for one year with an option to pick up two additional, one year options.

**Mr. Robinson moved, seconded by Mrs. Webb, to authorize the Superintendent to enter into contract with Complete Cleaning Company to provide janitorial services for the Reading Public Schools.**

Dr. Snow Dockser asked if the references had been checked.

Kevin Cabuzzi said the references have been checked and they are very strong.

**The roll call vote carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

### Water Quality Update

Dr. Doherty handed out information from the latest round of testing and reviewed the document. It has been determined that the problem is in the faucets and not the pipes. The Superintendent pointed out that due to the continued collaboration between the schools and town a serious problem is being addressed in a timely manner.

The next steps, which are already in progress, include capping all the faucets/bubblers in the classrooms at the Killam School as well as at Birch Meadow and Coolidge.

Another round of testing will be done well before school begins at the end of August. Mrs. Webb asked how far along we were in capping the faucets/bubblers. Mr. Cabuzzi said we had currently done approximately 40 at Killam and have a total of about 70 between the three schools.

Mr. Robinson asked about budget implications. Dr. Doherty has had discussions with Mr. Huggins who is confident that the remediation can be addressed within the budget.

Chair Borawski asked if there is a plan in place for ongoing monitoring. Dr. Doherty indicated that the plan is to test 1/3 of the faucets in each school every year.

Mr. Cabuzzi added that the pipes have been stopped at the wall as well.

### C. Consent Agenda

Mrs. Borawski reviewed the consent agenda and asked if any members would like any items removed from the consent agenda.

- Accept Donations from RMHS PTO – Student Agendas
- Accept a Donation from RMHS PSST – Improvosaurus Instructor

- Accept a Donation from the Young Women’s League of Reading to Parker Middle School
- Accept a Donation from the Parker PTO - Technology
- Approval of Open Session Minutes (June 25 and June 27, 2016)

**Mr. Robinson moved, seconded by Dr. Snow Dockser, to approve the consent agenda. The roll call vote carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

D. Reports

Liaisons

Dr. Snow Dockser reported on the recent Human Relations Advisory Committee meeting with two members of the Board of Selectmen. She said it was a productive conversation. The next meeting of the HRAC will be on August 4<sup>th</sup> and the group will have a booth at the Town Street Faire in September.

Mrs. Borawski updated the Committee on the recent Recreation Committee meeting. The Birch Meadow Lighting Project is on hold, Sunday field usage will be addressed in the future and the Killam Field Renovation is back on track.

Mrs. Borawski provided an update from Mrs. Joyce, who is the Committee’s liaison to the Selectmen that the Board continues to discuss the override.

Assistant Superintendent

Mr. Martin updated the Committee on the Science curriculum. In Grade 6 this coming year, we will be fully implementing a spiraling, integrated curriculum to align with the state’s new standards for science and engineering. Through the work and guidance of our science teachers, we have decided to use McGraw-Hill’s Glencoe iScience resources to support the curriculum. These resources are aligned specifically with the Massachusetts standards, include interactive digital resources that will be fully accessible to students, and will provide the necessary curriculum resources for teachers to provide an inquiry-based, hands-on science experience.

For Grades 7 and 8, we will also be piloting the digital resources of Accelerate Learning’s STEMscopes, (which was developed with Rice University) and Explore Learning’s Gizmos. Again, these resources are aligned with the MA standards, provide additional readings for various reading levels, support project-based lessons, and include interactive simulations, visualizations, and graphing tools for various key topics in the science curriculum.

He went on to update the Committee on summer professional development activities. Several staff members attended the International Literacy Conference in Boston; there is science PD and training going on in the district as well as curriculum work and the Home Grown Writers Workshop.

Mr. Martin and Dr. Doherty attended the recent MASS Executive Institute last week where a team which included principals and administrators from RPS

presented on MTSS implementation. Mr. Martin said that our district is seen as a trailblazer in addressing the social emotional health of our students.

### Superintendent

Dr. Doherty updated the Committee on the website rollout. Website training sessions have been held and gradebook training will be held later in the week. Several teachers from each school will be trained and they will in turn train others.

Dr. Doherty next updated the Committee on the elementary enrollment.

Dr. Doherty wanted to commend the Birch Meadow staff on how they have worked together to support each other in the wake of the sudden death of grade 4 teacher Jolene Tewksbury. He thanked new principal Julia Hendrix for the job she has done to support the Birch Meadow community. There was a strong presence at the wake and funeral and Birch Meadow has held two open houses for the Birch Meadow community to come by to leave cards and thoughts.

Mrs. Webb pointed out that the Superintendent's evaluation by the School Committee is progressing and will be presented at a future meeting.

### E. New Business

#### RCTV Presentation

John Carpenter, School Committee liaison to RCTV updated the Committee on the goings on at RCTV. He provided an overview of what RCTV was and their role in the community. They provide public access, educational and government programming covering several board and committee meetings. They also air many member-produced shows and member-requested and supplied videos. They have two outlets in Reading – Verizon and Comcast. Recorded meetings are available on YouTube and RCTV's website.

The Chair thanked Mr. Carpenter for presenting.

#### First Reading of Policies EBC, GBEC, IHAMB and JLCD

##### Policy EBC

**Mr. Robinson moved, seconded by Mrs. Webb, to approve and accept the first reading of revised Policy EBC – Emergency Plans.**

Dr. Doherty shared that these policies are being revised due to the new Opioid Law that took effect earlier this year. The policies reflect changes recommended by MASC.

Mr. Robinson began the first reading of Policy EBC.

**Dr. Snow Dockser moved, seconded by Mrs. Webb, to waive the reading of the policy. The roll call vote carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

Dr. Snow Dockser asked about Narcan. Dr. Doherty stated that it is covered in a different policy.

**The roll call voted carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

Policy GBEC

**Mr. Robinson moved, seconded by Mrs. Webb, to approve and accept the first reading of revised Policy GBEC – Drug Free Workplace**

**Mrs. Webb moved, seconded by Mr. Robinson, to waive the readings of the remaining policies.**

Dr. Snow Dockser pointed out a typographical error to be corrected in #4 of the policy.

**The roll call vote carried. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

Policy IHAMB

**Mr. Robinson moved, seconded by Mrs. Webb to approve and accept the first reading of revised Policy IHAMB – Teaching about Drugs, Alcohol and Tobacco.**

Mrs. Borawski asked about the policies being posted on the website as mentioned in the policy. Dr. Doherty said our policies are currently posted on our website; however, these policies will be posted in a more visible location.

Mrs. Webb asked that the word “nicotine” be added with tobacco.

Dr. Snow Dockser asked that the word “children” be removed in 3<sup>rd</sup> paragraph and first bullet to just read ...youth and that a comma be added in the first bullet after “prevent”.

Mrs. Webb asked if Erica McNamara has reviewed these policies. Dr. Doherty said she has not and would ask her to review them.

**The roll call voted carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

Policy JLCD

**Mr. Robinson moved, seconded by Mrs. Webb to approve and accept the first reading of revised Policy JLCD – Administering Medication to Students**

Dr. Doherty said the biggest changes in this policy are the reference to Narcan and student administered medication.

Mrs. Webb asked about medical marijuana and if it had to be administered during school hours if it would be done under the nurse's supervision.

The answer was yes.

Mr. Robinson pointed out that Narcan is continually evolving and would like broader wording used in case another product becomes available.

Dr. Doherty suggested ... or other opioid suppressant medication.

**The roll call voted carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

Dr. Doherty said the revisions will be made and the second reading of these policies will take place on July 27<sup>th</sup>. He also said that he will ask the Committee to hold the first reading of the Chemical Health Policy on Monday evening.

F. Old Business

FY18 Budget Preparation

Dr. Doherty reviewed the FY18 budget discussion that was begun at the School Committee retreat. He indicated that he and the Chair have had several discussions on how to move forward.

Dr. Doherty started the presentation providing a glimpse into the FY18 budget. The model he used was for an increase of .70% which would lead to a shortfall of approximately two million dollars (structural deficit).

The Superintendent reviewed the challenges facing the district over the next few years and the resources needed to continue to move the district forward including retaining and attracting staff, developing well balanced and prepared students for career and college, supporting teachers and administrators as we transition to more rigorous standards and curriculum, continuing to improve our special education services and indistrict programs, identifying long term space needs to address program changes and to remain competitive with area schools.

The School Committee continued discussion regarding the resources needed to address challenges and the structural deficit.

Mr. Robinson pointed out that challenge #6 – remaining competitive with area schools appears in most of the resources needed. Dr. Doherty said that it is important to make the district strong and appealing to staff and students.

Mr. Robinson asked when the grants expire. The answer was that we are entering the 3<sup>rd</sup> of a 5-year grant. He asked if most districts had a Director and Assistant Director of Special Education. The answer was yes.

Mrs. Borawski appreciated the transparency regarding the grant funded positions pointing out the grant will run out and the district will work diligently to keep the position of Data Analyst and Administrator of Social-Emotional Learning funded.

Mrs. Webb also referred to Special Education Leadership stating it is important to have the resources to meet the needs of our students. She feels the same way about the curriculum specialists/leadership positions.

Mr. Robinson asked what the aggregate amount that is spent on department head salaries. The Superintendent said he would provide this information.

Dr. Snow Dockser would like to add challenge #1 – retaining and attracting staff to Special Education Leadership and additional clerical support. She would like to add the word “life” to challenge #2 – Developing well balanced and prepared students for college and career.

Mrs. Borawski asked if the figure of \$150,000 would be enough for additional support for struggling students. Dr. Doherty feels it is although a very conservative number.

Harry Wheeler, resident, asked how the .70% increase was determined. Dr. Doherty said the Town Manager determined the number after the accommodated costs were taken out.

He also asked for clarification on the information presented on the Resources needed to address challenges and structural deficit.

Dr. Doherty reviewed each line item.

Mr. Wheeler suggested more details in the chart for the general public.

Mrs. Borawski thanked Mr. Wheeler for his input.

Mrs. Borawski reviewed the calendar and said the committee would continue the discussion on the FY18 budget and asked the members to concentrate on the resources slide. She is hoping to vote on this matter on Wednesday, July 27<sup>th</sup>.

III. Routine Matters

a. Bills and Payroll (A)

Warrant S1653	6.30.16	\$141,838.00
Warrant S1653E	6.29.16	\$800.00
Warrant S1654	6.30.16	\$95,854.86
Warrant S1655	6.30.16	\$265,676.84
Warrant S1703	7.14.16	\$81,492.27

b. Calendar

IV. Information

V. Future Business

VI. Adjournment

**Mr. Robinson moved, seconded by Mrs. Webb, to adjourn. The roll call vote carried 5-0. Mr. Robinson, Dr. Nihan, Mrs. Borawski, Mrs. Webb and Dr. Snow Dockser.**

The meeting adjourned at 9:30 p.m.

**NOTE:** The minutes reflect the order as stated in the posted meeting agenda not the order they occurred during the meeting.

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John F. Doherty, Ed.D