

**School Committee Meeting**

**November 21, 2015**

**Superintendent's Conference**  
**Room**

**MASC District Governance**  
**Session #3**

**8:00 A.M.**



## Town of Reading Meeting Posting with Agenda

-- 2015-08-10 --

### Board - Committee - Commission - Council:

#### School Committee

Date: 2015-11-21

Time: 8:00 AM

Building: School - Memorial High

Location: Superintendent Conference Room

Address: 82 Oakland Road

Purpose: Open Session

Meeting Called By: Linda Engelson on behalf of the Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

### Topics of Discussion:

- 8:00 a.m.            A. Call to Order
- B. Old Business
- MASC Governance Session #3 – Monitoring & Sustaining Progress, Public Input, School Committee Brochure
- 11:00 a.m.            I. Adjourn

John F. Doherty, Ed. D.  
Superintendent of Schools

82 Oakland Road  
Reading, MA 01867  
Phone: 781-944-5800  
Fax: 781-942-9149



Craig Martin  
Assistant Superintendent  
for Learning and Teaching

Martha J. Sybert  
Director of Finance and Operations

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: November 18, 2015

TOPIC: MASC District Governance Workshop #3

The discussion for our Saturday meeting will be about monitoring & sustaining progress, public input and a review of the draft School Committee brochure. I have also attached a proposed revised policy BEDH (Public Participation at School Committee Meetings) developed by Mrs. Borawski for your consideration. In addition, I am attaching a copy of a draft School Committee brochure for your review.

Please review these documents and come to our retreat on the 21<sup>st</sup> ready to discuss. If you have any questions, please contact me or Mrs. Borawski.

File: BEDH

## PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee shall be open to the public. School Committee meetings are conducted in accordance with the Massachusetts Open Meeting Law. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts. ~~Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.~~

The School Committee desires citizens of the district to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear the wishes and ideas of the public -on issues that affect the school district and are within the scope of the Committee's responsibilities. Therefore, the Committee has set aside a period of time at each School Committee meeting to hear from the public~~would like the opportunity to hear the wishes and ideas of the public.~~

Public Comment is not a discussion, debate, or dialogue between or among citizens and the School Committee. Rather, it is intended to offer citizens an opportunity to express their opinion on issues of School Committee business. While the Committee and/or administration will not typically respond to citizen comments or questions posed at Public Comment, the Chair, as presiding officer of the meeting, may answer or request an answer to a question if he/she deems it expeditious. Further, should the Chair believe that an issue or question falls outside the purview of the School Committee, he/she may request that citizens direct it to the appropriate person or body so that the matter is given proper consideration.

~~In order that all citizens who wish to be heard before the Committee have a chance and to insure the ability of the Committee to conduct the district's business in an orderly manner, the following rules and procedures are adopted. The following process will govern Public Comment and participation at School Committee meetings:~~

- ~~1. The School Committee will have a 15-minute Public Comment section at each School Committee meeting, which shall generally follow the opening of the meeting. Any extension of time shall be determined by the Chair.~~
- ~~2. A sign-up sheet will be available as people enter the meeting, and people will speak in the order they sign up, unless more than one person wishes to speak on a single topic, in which case the Chair may call them together.~~
- ~~3. Any person wishing to speak must identify him or herself by name and address, and specific interest for wishing to speak. The Chair will favor, in no particular order, those speakers who are Reading residents, or, in appropriate circumstances, a Town of Reading employee, parent, or guardian of a Reading Public School student, or Reading Public School student.~~
- ~~4. Speakers will be allowed three (3) minutes to present their material. The presiding Chair may permit extension of this time limit.~~
- ~~5. Comments longer than 3 minutes may be presented in writing to the Committee before or after the meeting for Committee members to review and consideration at an appropriate time.~~
- ~~4.6. Votes by the School Committee will not be taken during Public Comment. At the start of each regularly scheduled School Committee meeting, individuals or group representatives will be invited to address the Committee. The length of the public participation segment shall be 15 minutes and any extension of time shall be determined by the Chair.~~

~~2. Speakers will be allowed three (3) minutes to present their material. The presiding Chair may permit extension of this time limit.~~

~~3.7. Topics for discussion must be limited to those items not listed on the School Committee meeting agenda for that evening.~~

~~4.8. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chair may terminate that individual's privilege of address.~~

~~5.9. All remarks will be addressed through to the Chair of the meeting. Responses to concerns will be made only by the Superintendent or Chair of the meeting, or other members at the Chairs discretion.~~

~~10. Speakers may offer such objective criticisms of the school operations and programs as concern them, but in public session the Committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.~~

~~11. On those issues that can be resolved by directing citizens to the appropriate staff, the Superintendent or Chair will advise citizens of appropriate steps to take.~~

~~6.~~

~~7. Comments longer than three (3) minutes may be presented in writing to the Committee before or after the meeting for the Committee members review and consideration at an appropriate time.~~

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~~Adopted by the Reading School Committee on March 26, 2007~~  
Participation Regarding Docketed Items

In addition to the Public Comment section at each meeting, the public is invited to remain for the whole meeting and may be invited to speak on any docketed issue, at the discretion of the Chair. Should the Chair invite comments on docketed items, he/she will request that citizens in attendance who wish to speak signify as such by raising their hand



## SUPERINTENDENT OF SCHOOLS

The Superintendent is appointed by the Committee and acts as its executive in administering their policies in the operation of the school. He is available to the Committee as a professional resource, and his recommendations normally preceded committee actions. The Associate Superintendent also participates in school committee discussions.

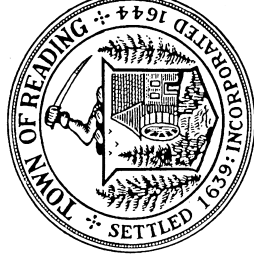
*The Reading Public Schools does not discriminate on the basis of race, color, sex, gender identity, religion, national*

## 2015-2016 School Committee Members

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|--|--|
| Charles Robinson, Chair                    | <a href="mailto:Charles.robinson@reading.k12.ma.us">Charles.robinson</a> |
| Jeanne Borawski, Vice Chair                | <a href="mailto:Jeanne.borawski@reading.k12.ma.us">Jeanne.borawski</a>   |
| Julie Joyce                                | <a href="mailto:Julianne.joyce@reading.k12.ma.us">Julianne.joyce</a>     |
| Gary Nihan                                 | <a href="mailto:Gary.nihan@reading.k12.ma.us">Gary.nihan</a>             |
| Linda Snow Dockser                         | <a href="mailto:Linda.dockser@reading.k12.ma.us">Linda.dockser</a>       |
| Elaine Webb                                | <a href="mailto:Elaine.webb@reading.k12.ma.us">Elaine.webb</a>           |
| John Doherty,<br>Superintendent of Schools | <a href="mailto:John.doherty@reading.k12.ma.us">John.doherty</a>         |

All email addresses include  
[@reading.k12.ma.us](mailto:@reading.k12.ma.us)

# Reading School Committee



## Overview, Procedures and Responsibilities

82 Oakland Road  
Reading, MA 01867  
781 944-5800

*Instilling a joy of learning  
and inspiring the innovative  
leaders of tomorrow*



# Reading School Committee

Your School Committee consists of six members who are elected for 3-year terms. Two positions are “up” for election each spring when the Town selects its officers for the next year. The six members elect a Chairman and Vice-chairman each year with the new Chairman taking the reins of office after the town elections each year.

## School Committee Meetings

The Reading School Committee meeting follows an agenda planned by the Chairman and the Superintendent in consultation with the members of the School Committee. Copies of the agenda are available on the day of the meeting at the Office of the Superintendent and on the school district’s website [www.reading.k12.ma.us](http://www.reading.k12.ma.us). Extra copies are available for visitors to the meeting.

### Public Input

Early in the agenda, the School Committee will listen to citizens who wish to make a brief statement to the School Committee, express a viewpoint or ask a question about the schools. Citizens wishing to address the Committee should raise their hand, wait to be recognized by the Chair, and then approach **the microphone**, identify themselves and state the issue they wish to address.

### Open Session

The agenda will continue with routine matters, personnel, old business, new business, information and proposals and approval of minutes.

### Executive Session

The School Committee may, under the Open Meeting Laws of the Commonwealth, go into executive session to discuss a limited range of matters about finances and personnel. The Reading School Committee will usually conduct executive sessions at the end of its regular meetings

## Board Action

No one person acts in the name of the Committee. The Committee acts as a single unit. When an item of business comes before the Committee in the form of a motion, it requires a majority (4) vote of the Committee before action is taken. The Committee has complete control over local school matters subject only to the limitations imposed by State Law, regulations of the Department of Education and, of course, the will of local residents as expressed in elections.

The areas of Committee action include:

Policy determination

Budget making

Approval of courses

Planning schools services

Evaluating programs

Negotiating under the collective bargaining law

To discharge its varied and necessary responsibilities, the Committee often calls upon the resources available in the community and among the professional staff of the school department.