

# **School Committee Meeting**

**January 28, 2019**

**Open Session**

**7:00 P.M.**

**RMHS Schettini Library**



## Town of Reading Meeting Posting with Agenda

### Board - Committee - Commission - Council:

#### School Committee

Date: 2019-01-28

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Agenda:

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:

7:00 p.m.	A	Call to Order
7:15 – 7:30 p.m.	B.	Public Comment
7:30 – 7:35 p.m.	C.	Consent Agenda - Accept a Donation to the Parker Middle School - Approval of Minutes (January 24, 2019)
7:35 – 7:50 p.m.	E.	Reports 1. Students 2. Director of Student Services 3. Assistant Superintendent 4. Chief Financial Officer 5. Superintendent 6. Liaison/Sub-Committee
7:50 – 8:20 p.m.	D.	Old Business 1. FY2020 Budget Presentation – Continued Discussion & Vote
8:20 – 8:30 p.m.	F.	New Business 1. 2019-20 Kindergarten Update
	G.	Information/Correspondence 1.
	H.	Routine Matters

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



## Town of Reading Meeting Posting with Agenda

		1. Bills & Payroll Warrants 2. Calendar -
	I.	Future Business
8:30 p.m.	J.	Adjourn

\*\*Times are approximate

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

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



Christine M. Kelley  
Assistant Superintendent

Sharon Stewart  
Interim Director of Student Services

Gail Dowd, CPA  
Chief Financial Officer

# 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: January 23, 2019

TOPIC: Accept a Donation to the Parker Middle School

At our meeting on Monday night I will ask the School Committee to accept a donation in the amount of \$500 from the Exxon Mobil Educational Alliance program to be used to support math and/or science at the Parker Middle School.

If you have any questions, please contact me.



**Walter S. Parker**  
**Middle School**

# Memo

**To:** School Committee  
**From:** Richele Shankland *RS*  
**Date:** January 18, 2019  
**Re:** Exxon Mobil Educational Alliance Donation

*yes to  
Shankland*

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The Exxon Mobil Educational Alliance program has selected Parker to be a recipient of a \$500.00 donation. This gift is to be used in the area of Math and/or Science at Parker.

Please accept this donation. ✓



# Town of Reading Meeting Minutes

## Board - Committee - Commission - Council:

### School Committee

Date: 2019-01-17

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Session: Open Session

Purpose: Open Session

Version: Draft

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

Chuck Robinson, Linda Snow Dockser, Elaine Webb, Nick Boivin, Jeanne Borawski

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

#### **Others Present:**

Superintendent John Doherty, Chief Financial Officer Gail Dowd, Assistant Superintendent Christine Kelley, Interim Director of Student Services Sharon Stewart, Student Representative Maura Drummey, RMHS principal Kate Boynton, Parker principal Ricki Shankland, Barrows principal Beth Leavitt, Birch Meadow principal Julia Hendrix, Joshua Eaton principal Lisamarie Ippolito, Killam principal Sarah Leveque, Wood End principal Joanne King, Director of Facilities Joe Huggins, RPS Budget Liaisons, Fincom members, Al Sylvia - Reading Chronicle

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

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### Topics of Discussion:

#### I. Call to Order

Chair Webb called the meeting to order at 7:00 p.m. and opened the public hearing on the FY2020 budget.

Geoffrey Coram expressed concerns regarding the Special Education budget.

Alicia Williams would like to see the RISE music position restored.

Rebecca Liberman feels that with the increases in administration salaries there should be an increase in accountability.

Chair Webb thanked those who spoke for their input.

The public hearing was closed at 7:08 p.m.

#### A. Public Input

Mrs. Webb asked if there was any public comment on topics not on the agenda.

Rebecca Liberman asked for a curriculum math update, particularly the math curriculum, at an upcoming meeting.

B. Consent Agenda

Mrs. Webb asked if the committee wanted any items removed from the consent agenda. There were none.

Approval of Minutes (January 17, 2019)

**Dr. Dockser moved, seconded by Mr. Robinson, to approve the consent agenda. The motion carried 5-0.**

C. Reports

Student Representative

Student representative Maura Drummey reported on the recent Marin Luther King Day Celebration saying it was well attended in spite of the weather conditions. The high school students are taking midterms this week with the juniors participating in the Real World Problem Solving activity. The Mock Trial team has a meet on Friday.

Superintendent's Report

Dr. Doherty reported on the recently released Governor's House 1 budget. There are increases in Chapter 70 funding although Reading will not see a significant increase. The Foundation Budget formula is also being discussed. The Superintendent will be working with M.A.S.S. to be sure the concerns of communities and districts are heard.

Mrs. Webb shared that she will reach out to MASC as well.

Dr. Doherty added that the circuit breaker is not fully funded in the Governor's budget.

Liaisons

Mrs. Borawski reported on the recent SEPAC meeting and shared the next meeting is scheduled for February 12<sup>th</sup>.

Mr. Robinson asked about the status of Turf 2. Mrs. Dowd shared that a company has been out to survey the area.

Dr. Dockser reported that there will be opportunities to wish RCASA Outreach Coordinator Julianne DeAngelis a happy retirement coming up next week.

Mrs. Webb shared that Dr. Doherty spoke today at the M.A.S.S. Mid-Winter meeting and shared excerpts from the speech.

D. Old Business

FY2020 Budget Presentation - Questions

Mrs. Dowd began the question review by saying that the questions have been grouped by cost center and we will post the information on the website tomorrow.

Dr. Doherty thanked Mrs. Dowd and the rest of the administrative team for their time and effort in answering the 100 questions submitted. He reviewed the Regular Day cost center questions. Many of the questions were concerning the curriculum, supplies and other line items.

Mrs. Stewart reviewed the Special Education cost center questions. The focal points of this cost center questions were program enrollment, staffing, legal costs, program changes and cost increases.

Mrs. Dowd reviewed the Districtwide and Facilities cost centers questions.

The committee asked clarifying questions.

Mr. Burkhart called the Finance Committee to order at 8:05 p.m.

Fincom member Paula Perry expressed thoughts on the Special Education budget.

The Chair thanked the administrators for their efforts in answering the questions submitted.

Mrs. Webb shared that the March 21<sup>st</sup> meeting will now be on March 28<sup>th</sup>.

E. New Business

Director of Student Services Search Process & Timeline

Dr. Doherty shared that Mrs. Stewart has played a key role in the district and thanked her for her efforts.

Dr. Doherty reviewed the search timeline indicating that he feels this is the proper time of year to initiate a search.

**Dr. Dockser moved, seconded by Mr. Boivin to approve the Director of Student Services Search Process and Timeline as amended with a new announcement date of March 28<sup>th</sup>.**

Mr. Boivin asked for clarification on the Search Committee selection process. Dr. Doherty said they would be looking for a diverse cross-section for the committee.

**The motion carried 5-0.**

II. Routine Matters

a. Bills and Payroll (A)

Warrant P1913	12.28.18	\$1,645,633.91
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Warrant P1914	1.11.19	\$1,534,068.16
Warrant P1915	1.25.19	\$1,632,300.20

b. Calendar

III. Information/Correspondence

IV. Future Business

V. Adjournment

Adjourn

**Mrs. Borawski moved, seconded by Mr. Robinson, to adjourn. The motion carried 5-0.**

The Finance Committee adjourned at 8:35 p.m.

The meeting adjourned at 8:35 p.m.

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

Link to meeting video:

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

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Chief Financial Officer

# 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: January 23, 2019

TOPIC: FY2020 Budget

At our meeting on Monday evening we will continue our discussion on the FY2020 budget and vote the School Committee Recommended Budget.

If you have any questions, please contact me.

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Superintendent of Schools

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Reading, MA 01867  
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# 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: January 23, 2019

TOPIC: 2019 – 2020 Kindergarten Update

At our meeting on Monday evening I will update the School Committee on the status of the incoming kindergarten enrollment.

If you have any questions, please contact me.

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Superintendent of Schools

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# 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: January 28, 2018  
Re: Update on 2019-20 Elementary Enrollment, including 2019-2020 Kindergarten Assignments

Attached is the current projection for K-5 class sizes at each elementary school for the 2019-20 school year. These projections are based upon the following assumptions:

- A net increase of 1.2 FTE Elementary teachers in the FY20 budget. These additional positions will be assigned to Killam Kindergarten and Wood End Grade 1. If these positions are not added, the average class size in Grade 1 at Wood End would be 26 and the average class size in Kindergarten at Killam would be 25.3.
- An assumption that RISE students on IEPs that require an indistrict program placement in Kindergarten next year will be attending those programs, even if they are leaving their neighborhood school.
- In addition, an assumption that any kindergarten siblings of the RISE students attending indistrict programs outside of their neighborhood school will be attending the same school as their sibling.
- Using the Superintendent's option to balance class sizes geographically as best as possible without requiring any additional bussing costs.
- Reassigning elementary classroom teaching staff, where feasible to balance class sizes. For example, there will be a reallocation of an elementary teacher and classroom space at Joshua Eaton from Grade 4 to Grade 1.

As outlined in the projection, we have been able to maintain School Committee guidelines in Grades 1-5 with the exception of Grade 1 at Birch Meadow, which will have an average class size of 24 students. This larger class size is primarily due to the fact that we do not have an additional classroom at Birch Meadow for next year. If there was an additional classroom space available, we would have recommended an additional elementary teacher in the FY20 budget to be more aligned with class size guidelines.

The chart below shows the projected kindergarten enrollment for next year with the number of siblings attending that school. Because of limited classroom space throughout our school district combined with two consecutive years of larger kindergarten enrollment in 2019-20 and 2018-19, we will need to have a combination of integrated and traditional kindergarten classes for the 2019-20 school year. As shown in the projection chart, Barrows, Birch Meadow, Joshua Eaton, and Wood End are projecting to have integrated Kindergarten classrooms next year. Killam is projected to have three full day kindergarten classrooms and a half day kindergarten classroom.

**Projected Kindergarten Enrollment and Program (2019-20 School Year)**

	<b>Barrows</b>	<b>Birch Meadow</b>	<b>Eaton</b>	<b>Killam</b>	<b>Wood End</b>	<b>Total</b>
<b>Half Day</b>	<b>2</b>	<b>8</b>	<b>9</b>	<b>12</b>	<b>5</b>	<b>36</b>
<i>Half Day Students Siblings with siblings attending that school in 2019-20 school year</i>	1	5	4	2	3	15
<b>Full Day</b>	<b>58</b>	<b>62</b>	<b>56</b>	<b>65</b>	<b>41</b>	<b>282</b>
<i>Full Day Students with Siblings attending that school in 2019-20 school year</i>	37	28	30	28	25	148
<b>Total</b>	<b>60</b>	<b>70</b>	<b>65</b>	<b>77</b>	<b>46</b>	<b>318</b>
<b>Available Classrooms</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>15</b>
<b>Type of Kindergarten</b>	<b>Integrated</b>	<b>Integrated</b>	<b>Integrated</b>	<b>Traditional</b>	<b>Integrated</b>	

Moving forward, we are concerned that we will not have adequate classroom space at the preschool and elementary level for the 2020-21 school year. Currently, we do not have any available classrooms for next year and we may need additional classroom space for special education programming during the 2020-21 school year. We will be reviewing the town census, as well as, any early intervention information for our 3, 4, and 5 year olds to gauge projected enrollments for Preschool and Kindergarten students. We will keep the Committee updated over the next few months.

Please contact me if you have any questions.

**READING PUBLIC SCHOOLS  
ELEMENTARY ENROLLMENT AND CLASS SIZE  
2019-2020 PROJECTIONS**

*Please note: The class assignments and grade configurations may change based on enrollment. Kindergarten enrollment is based on current kindergarten registrations and projected RISE special education program assignments to kindergarten.*

	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>TOTAL ENROLLMENT</b>
<b>Barrows</b> No. of Students Class Size	60 2 – HD 58 – FD (I) 20-20-20	63 21-21-21	67 23-22.22	53 18-18-17	80 20-20-20-20	61 21-20-20	<b>384</b>
<b>Teachers</b>	3	3	3	3	4	3	
<b>Birch Meadow</b> No. of Students Class Size	70 8 – HD 62 – FD (I) 23-23-24	72 24-24-24	60 20-20-20	64 22-21-21	62 21-21-20	63 21-22-20	<b>391</b>
<b>Teachers</b>	3	3	3	3	3	3	
<b>Eaton</b> No. of Students Class Size	65 9 – HD 56 – FD (I)22-22-21	74 18-18-19-19	65 22-22-21	44 22-22	67 22-22-23	77 18-19-20-20	<b>392</b>
<b>Teachers</b>	3	4	3	2	3	4	
<b>Killam</b> No. of Students Class Size	77 12 – HD 65 – FD (T) 22-22-21-12	75 18-19-19-19	63 22-20-21	67 22-23-23	80 20-20-20-20	57 19-19-19	<b>419</b>
<b>Teachers</b>	4	4	3	3	3	3	
<b>Wood End</b> No. of Students Class Size	46 5 – HD 41 – FD (I)23-23	55 18-18-19	42 21-21	50 25-25	49 25-24	66 22-22-22	<b>308</b>
<b>Teachers</b>	2	3	2	2	2	3	
<b>Total</b>	<b>318</b>	<b>339</b>	<b>297</b>	<b>278</b>	<b>338</b>	<b>324</b>	<b>1894</b>
<b>Total Teachers</b>							
<b>RISE</b>	<b>Not Available</b>						

1.25.19

I-Integrated

T-Traditional

2018-2019 School Committee Meeting Date

			Anticipated Agenda Items		
Monday	Jan. 28th	School Committee	FY2020 Budget - Vote		
Thursday	Feb. 7th	School Committee			Boivin & Webb
	<i>Feb. 12th</i>	<i>SEPAC Meeting</i>			<i>RMHS Library</i>
	Feb. 27th	Fincom - 7:30 p.m.	FY2020 Budget Presentation		Town Hall
	<i>March 12th</i>	<i>SEPAC Meeting</i>			<i>RMHS Library</i>
	March 13th	Fincom - 7:30 p.m.	Vote FY20 Budget & Town Meeting Articles		Town Hall
<b>Thursday</b>	<b>March 28th</b>	<b>School Committee</b>		<b>Office Hour</b>	<b>Robinson &amp; Webb</b>
Tuesday	<i>April 2nd</i>	<i>Local Election</i>			
Thursday	April 4th	School Committee		Office Hour	Borawski & Snow Dockser
	<i>April 10th</i>	<i>SEPAC Meeting</i>			RPD
Monday	<i>April 22nd</i>	<i>Town Meeting</i>			
Thursday	April 25th	Town Meeting			
Monday	April 29th	Town Meeting			
Thursday	<i>May 2nd</i>	<i>Town Meeting</i>			
Thursday	May 9th	School Committee	<b>School Choice</b>	Office Hours	

All meetings are in the RMHS Schettini Library at 7:00 p.m. unless otherwise noted.  
 Office Half Hour will be held in the RMHS Schettini Library at 6:30 p.m.  
 Dates and locations subject to change. (Bold indicates new or changed date or location.)

2018-2019 School Committee Meeting Date

	<i>May 14th</i>	<i>SEPAC Meeting</i>			<i>RMHS Library</i>
Thursday	May 30th	School Committee			
Sunday	<i>June 2nd</i>	<i>RMHS Graduation</i>			
	<i>June 11th</i>	<i>SEPAC Meeting</i>			RMHS Library
Thursday	June 13th	School Committee	Staff Recognition	Office Hours	
Thursday	June 27th	School Committee			

1.25.19 *Meeting dates subject to change*

All SEPAC Meeting Dates are Tentative

All meetings are in the RMHS Schettini Library at 7:00 p.m. unless otherwise noted.  
 Office Half Hour will be held in the RMHS Schettini Library at 6:30 p.m.  
 Dates and locations subject to change. (Bold indicates new or changed date or location.)