



TOWN OF GRAFTON
GRAFTON PUBLIC SCHOOLS
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MINUTES
SCHOOL COMMITTEE
April 12, 2016
Municipal Center Conference Room F
7:00 p.m.

Members Present: Daryl Rynning, Chairman
Laura Often, Vice Chair
Peter Carlson, Secretary
Maureen Cohen, Member
Jennifer Connelly

Student Bianca Carangelo
Representatives: Hannah Kelley

Also Present: Dr. James Cummings, Superintendent of Schools
Tracey Calo, Assistant Superintendent
Daniel Gale, Finance Director

Call to Order – Open Session

- a. Mrs. Rynning opened the meeting requesting a moment of silence for Kim Cahill Sabourin who passed on March 29th. Dr. Cummings stated that Grafton Public Schools lost a tremendous person, educator and friend. Ms. Sabourin worked for over 30 years in the district and would be greatly missed.
- b. Community Groups and Citizens: Lynn Loiseau and Beth Boyle Co Presidents of the Grafton Teachers Association were present to submit a petition from the GTA seeking transparency in the collective bargaining process. After investigating alternative bargaining methods they voted overwhelmingly (94%) in support of Open Bargaining. The School Committee accepted the petition.
- c. GMS Autism shirt project: Present for discussions were Kelsey Sidman, Avery Hensen, Tommy Waller and Dominic Hanna. The students were part of the Autism Shirt Project and were organizing a local charity to support autism awareness. Last year they ran a program for autism awareness as they have a close friend Joey St. Jean who they often help out and supported. They wanted to make people understand and accept people with autism. This year they wanted to do more, so the students designed a shirt with a superhero theme, using an "A" for autism. The shirts were \$19.95 and could be purchased on the autism web page or from designated students. To date, the group had sold 200 shirts. The students thanked the GMS teachers for their support in purchasing tee shirts. The students were proposing a "Turn Grafton Blue Day" scheduled for April 30th.

They went to local businesses asking for support suggesting they purchase shirts for their employees to wear on April 30th. The goal is to send a child to a summer camp for five days and for every 80 shirts sold, one student will be able to go to camp. Mrs. Rynning felt this was an amazing project and an important subject, stating how proud she was of the students. Mrs. Often knew how much Joe meant to these students, and was so happy that they didn't stop with the initial awareness project but expanded it. Ms. Connelly stated it was nice to see the students get so involved, it was very selfless and generous of them. Mrs. Cohen hoped the students realized what an impact they were making in the community. The Committee took a five minute recess to allow folks present time to purchase tee shirts.

1. Educational Reports

- a. NSES School Improvement Plan Update and School Report: Present for discussions were North Street Principal Stephen Wilshire and Jen Mannion. Mr. Wiltshire stated it was an excited first year, this was a great community. The message he hoped to share was a reflection on North Street and the Community Culture; everyone working together. His focus was always on the students through curriculum and community. Mr. Wiltshire thanked the School Advisory Council for all their hard work and dedication. Mr. Wiltshire outlined his 2015-2018 goals but noted that the end goal was to prepare all students to be lifelong learners and responsible citizens. Mr. Wilshire reviewed each of his four goals. Goal #1 PLC's will continue to develop to expand teachers' repertoire of instructional strategies and assessment practices. Goal #2 Implement research based instructional practices supporting the learning needs of all students and reflecting the shifts necessitated through the Common Core. Goal #3 collaboratively develops and implements district assessments in alignment with district curriculum maps to inform instruction and measure student's progress. Goal #4 Use a variety of strategies to communicate and provide opportunities to participate actively and appropriately in the classroom and school community. Members of the student council were present to give an outline of what they had done to change their school for the better. This year they created pride days at North Street School to support pride and the community. To date, the Student Council organized three pride spirit days, collecting over 3,000 items to support the local food bank. The Council's goal/vision was to continue to hold one theme day per month throughout this year and years to come. The student council thanked their teachers for their guidance. Mr. Wiltshire continued with PTG member Robyn Stewart Nelson, stating the group was influential and effective. The work they do for NSES enhances curriculum, supports students socially and brings the three C's (collaboration, curriculum and community) together. Ms. Stewart reviewed the PTG's goals; to support students, teachers and administrators and to engage families in the outside community. Ms. Stewart outlined school, family and community events. PTG offers student social development programs inside and outside of the school. They are also beginning a one book one school program. Ms. Stewart outlined mini grants for supporting and enhancing curriculum which included books and supplies; Ipad charging stations and standing desk. Mr.

Wiltshire thanked the PTG, they could not do all of this without their help. Mr. Wiltshire discussed the literacy block and the 5 components; reading, writing, assessment, speaking & listening and word study. He showed a short video on the Daily 5, giving an overview of students in the classroom. Teacher conferencing in the 5th grade was outlined by Dan Berman, Karen Lavito, Gina Hill and Sarah Hoseck. Teachers were making time to conference on an individual basis and strategically planned groups and goal setting. They were working on personal goals for the reading block; they work hard on independent skills with students. They have worked on reciprocal teaching and a multi tiered approach on how they conference with students. They were working on collaboration with students and assessment of work. The teachers have embedded the 6 traits into their rubric so students know what good ideas and good organization will look like and don't feel overwhelmed. Mrs. Often asked if conferencing was just 5th grade. It was across grade levels but was a bit different in each level; however they work to give each student what they need to succeed. The School Committee members were impressed with tonight's presentation; it was very engaging and informative and gave great insight to the classroom.

A Literacy Team update was given by Kristin Parone and Sue Howell and how they support the students with reading. Their goal was to organize a teacher friendly space with access to the Book Room. Ms. Parone discussed a survey sent out to the teachers in order to define areas of need; the book room was an ongoing project. The survey assisted in organizing the book room to help teachers quickly find the resources they need. They had a mentor section which was preliminary at this time. Great leaps fluency intervention was discussed by Ms. Howell. They met with grade level teachers, made a training video, a Google drive folder with resources and had practice sessions on intervention. This allows teachers to target specific areas such as phonics, fluency, site work phrases and passages. The book room has been well received by the teachers. Mrs. Often said it was an impressive, beautiful room and she felt the fluency intervention concept was wonderful. Dr. Cummings thanked Jen Mannion for her work over the past year as assistant principal and curriculum coordinator. Mrs. Rynning thanked the PTG for their continued support.

2. General Business

- a. Representative David Muradian: Representative Muradian was present to discuss the house budget which was due out April 13th. Mr. Muradian reviewed Chapter 70 funds which noting that budget was increased by 72 Million. Mr. Muradian discussed an amendment that he signed on to which would request raising the per pupil amount be raised to \$50.00 and he planned to fight for this change. The budget also included an 18.6 million for redesign kindergarten program for tuition free all day kindergarten. It also added 20 million for revised charter school reimbursement and 5.6 million for MCAS support. Looking back at the amount of Chapter 70 the FY16 budget had Grafton at \$10,634,695 however it may not be the final budget settled on. The Senate would debate the budget in May. Mr. Muradian reached out to all of the Town Administrators in his district to look at

the town's capital plans. In reviewing Grafton's capital plan with Mr. McNerney, he chose three items to tackle; Millbury Street Sidewalks, Grafton Middle School refrigerator compressor repair and North Street Elementary sidewalk repair which he would fight for. House bill 445 Special Education Funding was also discussed and the intent of Bill 445 was to getting more money for school districts. Mr. Muradian would propose a 5 year phased in approach. Mr. Muradian would continue to fight for school districts and thanked the School Committee for their time. Mrs. Rynning noted that School Committees were banning together relative to the foundation budget to see what changes could be made to increase the foundation budget. Mr. Muradian welcomed further conversations with the school committee on this subject. Mr. Muradian also said he was there to be an advocate on any grants the committee may apply for. Mrs. Often said she and fellow members were going to attend the "Day on the Hill" and hoped to connect with Representative Muradian.

b. Collaborative Report – No report

3. School Committee Member Reports

- a. Mrs. Often said the Wellness group rescheduled their meeting for early May. Also saw Aida over the weekend, the cast and crew did a wonderful job.
 - b. Mr. Carlson presented a copy of the CIPC list for review. He outlined what had been presented to Selectmen for FY17. Mrs. Rynning asked if Representative Muradian received funding for the items he targeted, would other items move up on the list. Mr. Carlson would research this and get back to the committee
 - c. Ms. Carangelo discussed Do to Be Nice week, formally known as Acts of Kindness week. They had themes and activities planned for each day. Ms. Kelley discussed the Wellness Camp Day and hoped it would continue to grow; they had about 30 students participate this year. It was an all day event, with confidence boosting material and student awareness material.
- a. Superintendent's Report/District Update – The superintendent evaluation materials were discussed. Dr. Cummings met with the subcommittee to discuss how this year's evaluation would be handled. They will be trying out the Teacher Point software. Dr. Cummings self evaluation was complete, copies were given to each member. Dr. Cummings worked with Lou Boutiette to provide access, directions and forms for each member to use. Dr. Cummings self evaluation and the member evaluation will all tie in together in order to create one comprehensive document. Dr. Cummings and Mrs. Rynning discussed the timeline; Mrs. Rynning would need all evaluation turned in the week after school break. Mrs. Rynning would then have the evaluation ready for May 10th. Dr. Cummings noted that the Assabet Valley Collaborative formed a working committee to look at the concept of later start times for secondary students. There were a lot of factors to consider such as impact on other grade levels and sports. Will keep the committee updated as the working group moves forward. Mrs. Rynning said keeping up on this was important, being prepared will be beneficial.
 - b. Upcoming Activities – Dr. Cummings provided an updated activities list.

4. Future Agenda Planning:
 - a. Superintendent evaluation
 - b. Scheduled a workshop for near future.

5. Approval of Minutes – 2016

A motion was made by Mrs. Often to approve the meeting minutes of February 23, 2016 as submitted. Motion seconded by Mr. Carlson. Motion carried 5-0 School Committee and 2-0 Student Representatives.

At 9:06 p.m. the student representatives were excused from the meeting as it was running late and all major items had been addressed already.

A motion was made by Mrs. Often to approve the meeting minutes of March 8, 2016 as submitted. Motion seconded by Mr. Carlson. Motion carried 5-0

A motion was made by Mrs. Often to approve the meeting minutes of March 8, 2016 (Public Hearing on School Choice). Motion seconded by Mr. Carlson. Motion carried 5-0 School Committee.

A motion was made by Mr. Carlson to approve the meeting minutes of March 22, 2016 with one amendment; make it noted that the the student representatives were allowed to leave before the meeting ended. Motion seconded by Mrs. Cohen. Motion carried 5-0 School Committee and 2-0 Student Representatives.

6. Financial Report

- a. A motion was made by Mr. Carlson that the School Committee approve Warrant #40, dated March 31, 2016 in the amount of \$496,954.54. Motion seconded by Mrs. Cohen. Motion carried 5-0.
- b. A motion was made by Mr. Carlson to approve Warrant #42 dated April 14, 2016 in the amount of \$286,268.53. Motion seconded by Mrs. Cohen. Motion carried 5-0.

7. Policy:

- a. Section J DESI Regulations: In April 2014 DESI regulations were updated. What was typically found in the handbook was amended into the policy. The MASC updated policy was being placed into this policy and specific items would be included in the handbook to reflect the most current law. The Handbooks would be updated across all levels. They will be brought to the school committee in draft form for review and eventually final approval. Mr. Carlson felt if the policy was in compliance with the law, he would waive the first reading and bring it to second. Mrs. Cohen recommended having the detailed pages (the law) included in the second reading as a reference point. A motion was made by Mr. Carlson replace policy JK, JIC and remove the existing policies that such amendments would reference including the attachment of the law Motion seconded by Mrs. Cohen. Motion carried 5-0.

- b. GBAA: Harassment and Bullying Policy: Mrs. Often stated that this was bring the policy up to the Law. Mrs. Calo outlined critical pieces which were found to be missing. She borrowed some model language from the state and incorporated it into our GBAA. A motion was made by Mr. Carlson to accept Policy GBAA Harassment and Bullying as presented, as a first reading. Motion seconded by Mrs. Cohen. Motion carried 5-0.
8. Correspondence – None
9. Executive Session – At 9:25 p.m. a motion was made by Mr. Carlson to enter into executive session for the purpose of non union negotiations under Chapter 30A, Paragraph 21, Section A, to conduct strategy sessions in preparation of discussions with non union personnel and to conduct collective bargaining sessions or contract negotiations with non union personnel. Motion seconded by Mrs. Often. Motion carried by roll call vote, Peter Carlson, Aye; Maureen Cohen, Aye; Jennifer Connelly, Aye; Laura Often, Aye; and Daryl Rynning, Aye. The Committee will return to open session to adjourn only.

Respectfully submitted



Cindy Ide
Recording Secretary