



**TOWN OF GRAFTON**  
**GRAFTON PUBLIC SCHOOLS**  
30 PROVIDENCE ROAD  
GRAFTON, MASSACHUSETTS 01519  
(508) 839-5421

RECEIVED TOWN CLERK  
GRAFTON, MA  
2015 NOV 16 AM 11 25

*Handwritten signature*

## **MINUTES**

SCHOOL COMMITTEE  
June 29, 2015 @ 7:00 p.m.

30 Providence Rd Conference Room F

**Members Present:** Donna Stock, Chairman  
Daryl Rynning, Vice Chair  
Peter Carlson, Member  
Laura Often, Member

**Absent:** Teri Turgeon, Secretary

**Also Present:** Dr. James Cummings, Superintendent of Schools  
Daniel Gale, Finance Director

### **Call to Order – Open Session**

- a. Chairperson's Update: Hannah Kelley was named as the new student representative.
  - b. Dr. Cummings introduced Stephen Wiltshire, Principal of the North Grafton Elementary School. Mr. Wiltshire began by spending time with staff and parents at NGES, all were very welcoming. Mr. Wiltshire's prior experience was noted; ten years teaching and five on the administrative side. Mr. Carlson asked what the first agenda item would be. Communicating with staff and students was first and foremost, making it known that he would be available with an open door policy.
1. Educational Reports
    - a. John Patraitas gave the Athletic Report. Joe Tosches of the Grafton Athletic Booster Club was also present. Mr. Patraitas began, stating they had a successful fall winter and spring season. The support received from the school committee, administrative department, parents, coaches and town members was outstanding and made Grafton stand out from the rest. 98% of the athletic teams made districts this year. Community service, leadership and sportsmanship had been outstanding throughout the year. Mr. Patraitas outlined several community events sponsored by Grafton teams, players and coaches. Grafton has seen continued growth among unified sports. Sport participation numbers, overall have increased at both the middle school and high school levels. The new volleyball program with both JV and Varsity levels hit the ground running; it was a great addition to the athletic program. Mr. Patraitas noted the success of James Scanlon, the new athletic trainer; he

was a huge asset to the department. Mr. Carlson asked what the percentage of participation was. Mr. Patraitas would get the number, but of 800 plus students close to 500 participate. Mrs. Stock discussed the financial concerns last year and the discussion of possibly charging program fees. Mrs. Stock was pleased to see how far the programs have evolved and how quickly without implementing fees. Mr. Tosches discussed the contributions from the Athletic Booster Club which included uniform purchases, scholarships, state champ and district gifts, guest speakers for student council, equipment, peer leaders, GHS Hall of fame and bon voyage program. Mr. Tosches thanked the coaches who worked closely with the club to get parent volunteers to raise funds. Mr. Patraitas thanked the Booster Club for all they did, Grafton was fortunate to have them. Mrs. Rynning encouraged volunteer participation noting its importance. Dr. Cummings thanked Mr. Patraitas and Mr. Tosches for their hard work and dedication.

## 2. General Business

- a. Special Education: Mr. Cummings introduced Derek Parotta, the new Special Education Parent Advisory Council Chairman. Mr. Parotta discussed the Foundation of Strength program for children with learning disabilities and his approach to help students. Mr. Perrotta stated it was an honor to run SPEDPAC and he planned on bringing knowledge and energy to the program. The group hoped to launch an awareness campaign to educate parents and students relative to what was available for them. He hoped to raise attendance and teach basic rights; this will start in September. Mrs. Rynning hoped Mr. Parrotta energy would bring more involvement in the program. Mrs. Stock stressed social media, the web and advertising to raise involvement. Mrs. Often would like to get a report in the future to see how the program is going.
- b. Superintendents Evaluation: The evaluation of Dr. Cummings was prepared by Mrs. Stock after compiling all the comments of the committee. Tonight's review was an abbreviated version; however a full copulation was available for review. There were several areas evaluated, Mrs. Stock reviewed each. Step 1 was to assess the superintendent's progress towards his goals. Across the board, all members felt there was significant progress in each area. Step 2 - Assess performance on standards which included four categories; there were a few areas of exemplarily placement, and across the board the overall majority was, proficient/fully satisfactory. Step 3 - Impact on Student Learning which was a scale rating of low/moderate/high. Dr. Cummings was rated high in this category. Mrs. Stock outlined additional categories of the evaluation process which included; Constructional Leadership, Management Operations, Family and Community Engagement and Professional Culture. The majority result in all categories was proficient in all. Additionally, each School Committee Member submitted their individual comments. These comments were summarized by Chairman Stock. Mr. Carlson thanked Mrs. Stock for taking the time to put the evaluation report together. Dr.

Cummings thanked the members for their support. A motion was made by Mr. Carlson to accept the evaluation report for Dr. Jay Cummings as stated in the memo dated May 18, 2015. Motion seconded by Mrs. Rynning. Motion carried unanimously 4-0.

### 3. School Committee Member Reports

- a. Mrs. Often met with IT Department to discuss the School Committees piece of the Web Page. The new page should be launched the week of July 6, 2015. Currently, the School Committee page included member names, contacts, meeting dates, and goals. She felt these items should be carried over to the new page. Mrs. Often discussed some older files which could be left behind. Mrs. Often recommended a synopsis of meetings and once the page is launched they could add additional information. Mrs. Rynning wanted to be sure the minutes were still included. They were currently posted on the Town's web page and offered as a link on the School Committee page. The blog style summary was a chance to promote what was being done each week in a brief format. Mrs. Often could show an example of what she would like to see. Mrs. Often noted a segment on GCTV with the Library which highlights ongoing activities and items. It was a great way to allow the community a chance to see what was going on. Mrs. Often felt this may be a good idea for the School Committee to consider doing as well. This should be quick and simple and most likely once a month.
- b. Mrs. Rynning gave an update on the Wellness Committee. They will be re invigorating the charge of the committee. Meeting attendance was low, but Mrs. Rynning was surprised that no one seemed to know that the food policy was passed. She would like to work on communicating these types of changes as they are important. Mr. Cummings will review the process of communicating such changes.
- c. Mrs. Stock announced that she had decided to step down from her position on the School Committee. Her new position at work required more time and travel and she didn't feel she would be able to give the time required. Mrs. Stock outlined her ten year history, noting the variety of folks she'd had the privilege to work with over the years. Mrs. Stock noted that this was a rewarding and challenging position and felt the district under Dr. Cummings leadership was heading in the right direction. Mrs. Stock noted that earlier in the evening, the Board reorganized. Mrs. Rynning would be the new Chairwoman, Mrs. Often will be Vice Chairwoman and Mr. Carlson would be the new secretary with Mrs. Turgeon continuing as an at large member. Mr. Carlson commended Mrs. Stock for her work prior to and during her serving on the Board. Her seriousness, dedication and leadership qualities should always be remembered. Mrs. Rynning noted that she'd traveled this road with Mrs. Stock for nine years and would truly miss her. She'd done a fantastic job and was an incredible colleague. Dr. Cummings felt a "thank you" wasn't enough. Dr. Cummings felt he was a better person and leader thanks to Mrs. Stock, she would be tremendously missed. Mrs. Often, said

though she was a newer member she knew Mrs. Stocks legacy and thanked her for her dedication. She would be truly missed.

#### 4. Superintendent's Report

- a. District Update - Dr. Cummings noted a number of retirements of folks who had a positive impact on the school system; Keary Naughton 28 years; Margaret Lavalley, 18 years; Maureen Cimoch, 32 years; Mark St. Andre, 13 years; Brenda Plainte 18 years; and Denise Dagilis , 8 years. Dr. Cummings noted that all six of these staff members had made significant impacts on the school system.
- b. Dr. Cummings submitted a year end synopsis on the curriculum and teacher development. This outlining the work that had been done throughout the year in the district. Although this was lead by Ms. Calo, it was done in coordination with great staff leaders. There were major steps forward, Dr. Cummings commended all involved.

#### 5. Future Agenda Planning - a. Dates for July and August were discussed and would be emailed to members.

#### 6. Approval of Minutes

A motion was made by Mr. Carlson to approve the meeting minutes of April 27, 2015 as presented. Motion seconded by Mrs. Rynning. Motion carried 4-0.

A motion was made by Mr. Carlson to approve the meeting minutes of May 4, 2015 as presented. Motion seconded by Mrs. Rynning. Motion carried 4-0

A motion was made by Mrs. Often to approve the meeting minutes of May 18, 2015 as presented. Motion seconded by Mr. Carlson. Motion Carried 4-0.

#### 7. Financial Report

a. A motion was made by Mr. Carlson that the School Committee approve Warrant #48, dated May 28, 2015 in the amount of \$311,346.87. Motion seconded by Mrs. Rynning. Motion Carried 4-0.

b. A motion was made by Mr. Carlson that the School Committee approve Warrant #50, dated June 11, 2015 in the amount of \$266,666.14. Motion seconded by Mrs. Rynning. Motion carried 4-0.

c. A motion was made by that the School Committee approve Warrant #52 dated June 25, 2015 in the amount of \$330,488.72. Motion seconded by Mrs. Rynning. Motion carried 4-0.

#### 8. Policy:

- a. KF-Community Use of School Facilities – Dr. Cummings outlined how this discussion came to light this past spring. An individual was using the track during a PE Class. The person had been asked to leave and understood the reason behind the request. However at that time, it was asked if there was a policy in place. Dr. Cummings reviewed other district policy relative to school facility uses during school and after hours. The intent of creating a policy was to maintain safe conditions and preserve the property for and

during school based activities, under the discretion of an authorized school representative. All use shall require the approval of the superintendent of schools. A motion was made by Mr. Carlson to accept Policy KF and KFR Community Use of Facilities as a first reading as presented. Motion seconded by Mrs. Rynning. Motion carried 4-0.

9. Executive Session – A motion was made to enter into executive session to discuss strategy with respect to collective bargaining or contract negotiations with union personnel. By Roll call vote, Mr. Carlson, Aye; Daryl Rynning, Aye; Donna Stock, Aye; Laura Often, Aye. Motion carried 4-0. The Committee will return to open session to adjourn only.

Respectfully submitted,



Cindy Ide  
Recording Secretary