

Attleboro Public Schools
Attleboro, Massachusetts
School Committee Meeting
Monday, January 23, 2012 @ 7:00 p.m.
School Committee Conference Room - Attleboro High School
Minutes

Present: Michael Tyler, (At Large), Chairman, Brenda Furtado, (Ward IV), Vice Chairperson, Barbara Crow (At Large), Secretary, Teri Enegren, (Ward I), William Larson, (Ward II), Christopher O'Neil (Ward III), Frances Zito, (Ward V), Kenneth Parent, (Ward VI), David Murphy, (At Large)

Also Present: Nancy Sprague, Director for Teaching and Learning Excellence, Marc Furtado, Business Manager, David King Interim-Business Manger, Taylor Beland, Student Representative, and Judy Nelson, Recording Secretary.

The meeting was called to order at 7:00 p.m.

Salute to the Flag: Mr. Tyler led the Committee in the Pledge of Allegiance.

Notice of Electronic Recording: Chairman Tyler noted the meeting was being electronically recorded.

Community Update: School Sponsored Events: Student Representative, Taylor Beland updated the committee on the upcoming events (see attached Power Point presentation attached hereto and therefore made a part hereof).

Minutes:

Motion was made to approve the Minutes from 01-07-12: Discussion: None: Vote: 9-0

Motion was made to approve the Minutes from 01-09-12: Discussion: None: Vote: 9-0

Open Forum: Mr. Tyler explained the guidelines of Open Forum.

Janice Johnston: Ms. Johnson addressed the minutes being posted on the website. Ms. Johnson would like past minutes placed back on the website. Ms. Johnson wanted to know: when the elementary hours were authorized to be changed; when this change was made; and why the change was made. Ms. Johnson asked if the changing of the school hours needed to be approved.

Herb Walters: Mr. Walters spoke with regard to his daughter and her IEP. Mr. Walters asked what the requirements were with regard to the IEP procedure and if the principal had the right to make the final decision. Mr. Walters voiced concerns with regard to the MCAS testing procedure/requirements. Mr. Walters asked the committee to review and make changes to this process. He thanked Ms. Enegren for her assistance.

Leanne Isabella: Ms. Isabella stated two concerns. The first being the length of the bus ride. The second item was the added 20 minutes to the school day. Ms. Isabella thanked the committee for their help. Ms. Isabella hoped the information provided (petition and copy of parental comments) was helpful.

Mr. Tyler explained the Committee scheduled an Executive Session to discuss the Minutes. Mr. Tyler stated there were six new members on the committee. This was the second meeting. Mr. Tyler noted Ms. Sprague would be reporting on the addition of the twenty (20) minutes to the elementary school day.

Consent Agenda:

A motion was made to accept the donation of six hats and five sets of mittens valued at \$60.00 from the Second Congregational Church to the Early Childhood Center at Thacher: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept the donation of six (6) new boy winter coats; seven (7) new girl winter coats; ten (10) hats; ten (10) sets of mittens; and four (4) pair of socks valued at \$275 from the No 29 Knights Templar to Thacher Elementary School: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept a refrigerator valued at \$500 to the Multi- Dimensional Adaptive Program at the High School from Bernice Panicci: Discussion: None: Vote: 9-0

A motion was made to accept three Dell Dimension Desktop computers valued at \$65 each for Brennan Middle School from Alan Bean: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept a donation of art materials valued at \$206.40 from Susan Casey to Coelho Art Department: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept a donation of two (2) Lincoln Learning Group Presentations of "You are therewith President George Washington" for Grades K-2 and Grades 3 and 4 from the Matthew McGowan Foundation to Hill-Roberts Elementary School: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept the donation from Coca Cola in the amount of \$22.88 to be deposited in the gifts/donation line at Attleboro High School: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to accept a donation of a Vote to accept a donation from John and Donna Arenburg of a junior sized drum with an approximate value of \$150 to the Hill-Roberts Music Program: Discussion: None: Vote: 9-0. Motion passes.

A motion was made to approve the Field Trip Proposal: from Brennan Middle School for 125 Grade 8 students to go to High Meadows on June 18, 2012 funding source: parents/fundraiser: Discussion: None: Vote: 9-0. Motion passes.

New Business:

Kindergarten Update: The packet provided contained the Technical Advisory from the MA DESE for Fiscal Year 2013 Policies for Quality Full-Day Kindergarten Grantees (FC701) for School Year 2012-13. Page three of this document pertains to Attleboro. This information will be brought forward to the Policy Sub-Committee for review.

Mr. Tyler asked if the information on page three would impact Attleboro.

Ms. Sprague stated the change in guidelines would impact the process.

Mr. Parent inquired if this would affect the possibility of Attleboro moving forward with a Full-Day Kindergarten process.

Ms. Sprague stated the change in guidelines needed to be addressed. The possible move toward the Full-Day Kindergarten possibility would not be known until the district moves forward with the budget process.

Business Manager Selection Process: Interim-Business Manger, David King briefed the committee on the upcoming process. A screening committee will assist with the process. This small working group will determine the parameters and the timeline. Mr. King suggested advertising on the Massachusetts Association of Building Officials. This would be at no cost to the district.

Mr. Parent asked when this screening committee needed to be formed.

Mr. King stated as soon as possible so that the process can move forward.

Mrs. Furtado stated there was no information in her packet regarding this process.

Ms. Enegren asked who would be represented on the steering committee.

Mr. Tyler explained he would assign three members to this committee. The steering committee will determine the parameters. He noted school committee members were welcomed to attend meetings. The steering committee will review the information and bring forward three to five finalists. Mr. Tyler noted members will need to commit to this process as there will be several night meetings. Mr. Tyler noted the administration mentioned there might be numerous vacancies with a goal to combine these vacancies for one advertisement.

Mr. King stated the parameters included a suggested timeline and salary range.

Ms. Sprague explained to place an ad in a newspaper such as the Boston Globe the cost would be approximately \$4,800. The intent was to identify the position(s) needed and post one advertisement.

Ms. Furtado noted the reference to several openings. The committee was not aware of several openings.

Ms. Sprague stated until the district receives a letter of resignation, an opening cannot be posted. At this time, the only opening

is the Business Manager. She explained contracts require a 90-day notice to the administration. Ms. Sprague stated there are anticipated openings, but nothing has been placed in writing.

Ms. Furtado asked if we were referring to administration, principals, and vice-principals.

Ms. Sprague confirmed this.

A motion was made to authorize the business manager to post the position on the MASBO website: Vote: 9-0. Motion passed.

Elementary School Day: addition of 20 minutes to the school day: Ms. Sprague: explained the chronology of the elementary school times: as follows:

- | | |
|-----------|--|
| 2009-2010 | Early and Late Schools (This was in place for at least 15 years.) <ul style="list-style-type: none">• Willett and Studley: 8:30-2:50• HR, HF, Thacher: 9:00-3:20 |
| 2010-2011 | All elementary schools on the same time schedule <ul style="list-style-type: none">• 8:40-3:00• Teachers' day extended by 20 minutes; additional team planning |
| 2011-2012 | All elementary schools on the same time schedule <ul style="list-style-type: none">• 8:50-3:30• Ten minute later start in the morning to accommodate busing<ul style="list-style-type: none">○ Buses at 90% capacity• Twenty minutes of instructional time added• Student bus rides can be up to 60 minutes. Students do not get on the bus at 3:30; that is dismissal time. It takes time to load the buses. |

Ms. Furtado asked the administration to explain the change in start time in more depth.

Ms. Sprague explained the time allocations as defined below.

Mr. Furtado explained the reason for the start time being moved back ten minutes. The tier process was eliminated throughout the elementary level to assure students arrived on time to school. The process, as it stands, buses to have all children arrive on time. He explained this process has a net effect of 20 minutes added to the elementary time.

Ms. Enegren stated in the past we have not allotted for loading and unloading of buses.

Ms. Sprague also broke down the instructional time allocation as follows:

	<u>Elementary Time Allocation 2010-2011</u>
	6 hours and 20 minutes/ 380 minutes per day
120 minutes	Literacy: Reading Street
30 minutes	Writing
90 minutes	Math
45 minutes	Special Subjects*
45 minutes	Science or Social Studies or Second Steps (4 days)
40 minutes	Lunch and Recess
10 minutes	Transitions

	<u>Elementary Time Allocation 2011-2012</u>
	6 hours and 40 minutes/ 400 minutes per day
120 minutes	Literacy: Reading Street
30 minutes	Writing
90 minutes	Math
55 minutes	Special Subjects*

55 minutes	Science or Social Studies or Second Steps
40 minutes	Lunch and Recess
10 minutes	Transitions

*Special Subjects are Art, Music, PE, Technology, Library.

When students are in special subjects, classroom teachers have their contractual planning time. In FY 09-11, the contractual planning time was six 45 minute periods a week. In general, students had one class of each special in a week and then a second class of one of the specials sometime during the week. In other words, four days a week, students had one special subject class each day; on one day a week, the students had two special subject classes.

In the new AEA contract for FY 12-14, elementary teachers have 57 minutes a day for planning time every day. This means that students have one period of specials every day.

Ms. Enegren stated there was no logistical reason for removing the two tier system. We are taking from the children to accommodate the teachers. Ms. Enegren stated the schedule worked before the change for a very long time.

Ms. Sprague explained the importance of providing good professional development. Students benefit from this process.

Mr. Furtado stated the bussing changes do not pertain to the length of the school day.

Ms. Sprague noted the contract determines the length of the day. This was a fiscal decision. Ms. Sprague explained with the framework modifications, there are substantial changes, and this allows everyone to be on the same page across the district. Ms. Sprague defined the process and the benefits to having all elementary teachers together at the same time.

Mr. Larson stated he understood why the time change was made in 2010-11.

Ms. Craw stated that from 1994 to 2010 the schedule worked for the children. She believed the time change benefits the teachers not the children. Ms. Craw believes this was done from an educator's standpoint and not a parent's standpoint.

Ms. Sprague noted the district's obligation to provide the best education for all students. Ms. Sprague stated she had not received/heard many complaints. Some parents indicated they appreciated the additional educational time being offered to their children. She explained the educational benefits children were receiving.

Ms. Craw questioned the professional development schedule.

Ms. Furtado stated it might be easier to comprehend if she had the release times for half days.

Mr. Murphy noted two issues: how the day is structured and the actual length of the school day transitioned over the past two years.

Ms. Sprague stated the two issues, as she understood them, were the addition of the twenty minutes and the length of the school bus rides for students.

Mr. Murphy asked what the schedules for students were with regard to other neighboring communities. How were these structured?

Ms. Sprague was unaware of the surrounding communities' schedules. This is not a state requirement. The requirement is 900 hours over a 180 day period.

Mr. O'Neil asked what the committee's options were with regard to creating a solution.

Ms. Sprague stated the law allows for students to be on a bus for a period of one hour.

Mr. Furtado stated the option of starting the high school earlier. Another option might be to add buses. This would cost money. He stated the goal was to have a bus go out (10 to 20 stops) and provide the district value for their money. Mr. Furtado again explained the transportation budget and the restrictions on the use of funds.

Ms. Enegren stated before the time changed, Attleboro was in compliance with the hours mandated by the state. The goal is to make this work for everyone. These changes impacted a lot of people.

Mr. Parent did not like the times children were arriving home. He understood the 60 hours of instructional time per year, but would like to see children arrive home earlier.

Mr. Tyler noted there are a lot of factors involved. We need to define the concerns, focus on the problems, and determine what the exact problems are.

Ms. Furtado stated the committee has been provided information. There were 100 parents who signed a petition asking that the children be brought home earlier. Ms. Furtado commented to add buses, would cost the taxpayers approximately \$300/day. She noted the Wellness Policy promotes intramural sports. Adjustments need to be made. Ms. Furtado recommended going back to the two tier process. She asked what the timeline was to allow schools to prepare for the scheduling next year.

Ms. Sprague stated this information is reviewed in May.

Ms. Furtado stated policy is being violated by not promoting intramurals.

Mr. Furtado stated the policy does not mandate intramurals, it encourages the participation. The additional after school buses are not in the budget. Mr. Furtado explained how the current late buses became available and where the funds came from.

Ms. Furtado noted the late buses were being used for MCAS tutoring.

Mr. Furtado explained the principals establish where the afterschool buses are needed for their schools.

Ms. Furtado stated the committee might need to think about going to the city for a larger allocation in the transportation line. This amount has not changed in a long time. She understood the budgetary constraints, but noted she was here to serve her constituents.

Personnel Report: Nancy Sprague, Director for Teaching and Learning Excellence (Administration Report): Ms. Sprague reported one (1) retirement, three (3) resignations; and two (2) appointments.

Committee Reports

Finance, Facilities and Procurement Sub-Committee

Notification of bills and warrants

5BS028 – 01-11-12 - \$336,102.26

5BS024 – 01-18-12 - \$346,665.57

Report on the meeting held on 1-11-12:

A motion was made and seconded to recommend to the full School Committee for approval of the RFP for transportation with the addition of indicating in the RFP that bus routes can be no longer than a 45 minutes from first pick up to drop off at school and from loading at school to last student drop off: Discussion:

Mr. Parent explained companies attending the bid hearings know the rules and expectations. Mr. Parent noted the City has asked that before a request for five-year extension goes before them that the contract language be finalized. Mr. Parent explained the committee needs the City Council's approval to extend the contract length.

Mr. Murphy stated safety concerns. He noted the priority was to get students to school safely.

Mr. O'Neil stated concerns about the bid process "backing the committee into a corner". He inquired about the level-funded transportation budget.

Mr. Furtado explained the process. One remedy to the level-funded budget would be to ask the City for a larger appropriation. Mr. Furtado stated that 27 of the 30 buses are meeting the requirement of getting students to school within the time constraints. The request to increase the contract to five (5) years should get a more competitive process to possibly drive down the costs of transportation.

Mr. King noted another thought would be to create a policy that requires the 45 minute limitations. Mr. King stated the committee could direct the business manager to make sure bus routes did not exceed the 45 minute time frame. Mr. King did not recommend that this information be placed in the RFP. This might place financial restrictions on the district.

Mr. Larson stated bus companies are going to follow the state guidelines (up to one hour) unless they are instructed otherwise.

Mr. Furtado explained the Transportation Policies are appendices of the Transportation Contract.

Ms. Craw was concerned that the two tier language had been removed from the current contract.

Mr. Furtado explained the language was removed because currently there is no two-tier process. He stated this language could easily be revised necessary.

Roll Call Vote:

Mrs. Zito:	Yes
Mr. Larson:	No
Mr. Parent:	Yes
Ms. Craw:	Yes
Mr. Tyler:	Yes
Ms. Furtado:	Yes
Mr. Murphy:	No
Ms. Enegren:	No
Mr. O'Neil:	No

Vote: 5-4: Motion passes.

A motion was made to recommend to the full School Committee approval of the RFP for food services with an addition to the RFP to require the bidders to provide the employee FTE that the bid is based on. Discussion: None: Vote: 9-0: Motion passes.

Mr. Parent noted Sodexo and Whitsons would be making presentations at the next meeting. The next meeting will be held on 2-08-12 @ 6:30 p.m.

Curriculum and Instruction Sub-Committee:

The next meeting will held on 2-07-12 @ 6:30 p.m.

Policy Sub-Committee

The next meeting will be held on 1-30-12 @ 7:00 p.m.

Student Advisory Council: Mr. Murphy briefed the committee on the Student Advisory Council Meeting this evening. The following subjects were discussed: trimester schedule: student questions and concerns; Fair Trade Chocolate: can the policy be changed; Anti-Bullying at the high school and middle school levels; and visits to speak with 8th Grade students.

Meeting adjourned at 9:13 p.m.

Respectfully submitted,

Barbara Craw, Secretary

Attachments:

1. Agenda dated 01-23-12
2. School Sponsored Events: 01-23-12
3. Draft Minutes dated 01-07-12
4. Draft Minutes dated 01-09-12
5. Field Trip Proposal for Brennan Middle School

6. DESE: Technical Advisory; FY13 Policies for Quality Full-Day Kindergarten Grantees for School Year 2012-13
7. Changes in the Elementary School Time – Power Point
8. Memorandum: Re: Changes in the Elementary School Day
9. Personnel Report dated 01-23-12
10. Warrant: 5BS027
11. Warrant: 5BS028
12. Draft Finance Committee Minutes dated 01-11-12