

Attleboro Public Schools  
Attleboro, Massachusetts  
School Committee Meeting  
Monday, February 6, 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 Craw (At Large), Secretary, William Larson, (Ward II), Christopher O'Neil (Ward III), Frances Zito, (Ward V), Kenneth Parent, (Ward VI), David Murphy, (At Large)

Absent: Teri Enegren, (Ward I)

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 7:02 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 01-23-12: Discussion: None: Vote: 9-0

Open Forum: Mr. Tyler explained the guidelines of Open Forum. There were no participants.

Consent Agenda:

A donation of science supplies valued at \$811.17 to the Science Department at Attleboro High School: Vote: 8-0 Motion passes.

A donation in the amount of \$129.38 from Kiducation to the Attleboro School Department to be placed in the gifts/donation fund: Vote: 8-0. Motion passes.

A donation in the amount of \$100.00 from the 711 Store located on Highland Avenue for deposit in the gifts/donation fund for Hill-Roberts Elementary: Vote: 8-0. Motion passes.

A donation of physical therapy equipment with an estimated value of \$2000 from the Phillips Family to Thacher Elementary: Vote: 8-0. Motion passes.

Surplus: approximately 50-75 per Grade 1-6 Everyday Math Student Journals across the district as these are outdated due to the new 2011 MA Frameworks (the district will receive credit from Follett to purchase other curriculum materials): Vote: 8-0. Motion passes.

Field Trip Proposal: from Attleboro High School for School Committee Approval, four weeks prior, overnight date(s) March 7-9, 2012 for twelve (12) Grade 9-12 students to attend MASC Conference in order to learn leadership skills and to elect the new MASC Executive Board (student funded): Vote: 8-0. Motion passes.

**New Business:**

Bristol County Savings Bank: Pia Durkin introduced Dennis Kelly, President and CEO of Bristol County Savings Bank. She thanked Mr. Kelly for the support and continued generosity. Dr. Durkin congratulated Mr. Kelly on his upcoming retirement noting he will be sorely missed. Also attending were Patrick Murray who will succeed as President, Michelle Robbins the Bank Foundation's Representative, and Michelle Kelly, wife of Dennis Kelly. Mr. Kelly thanked the Superintendent, reminisced about

his tenure, and presented the district with a check in the amount of \$20,000 for Attleboro Public Schools. Mayor Dumas was present and thanked Bristol County Savings Bank for all they do for the City of Attleboro. The committee accepted the donation and thanked Bristol County Savings Bank.

Mayor Dumas was present. He recognized Business Manager, Marc Furtado. Mayor Dumas commended Mr. Furtado on his contributions to Attleboro and noted he would be sorely missed.

Mr. Tyler thanked Mr. Furtado for his hard work. He wished Mr. Furtado well in his new position.

District/Superintendent Goals Update: Pia Durkin, Ph.D. Superintendent (Power Point is attached hereto and therefore made a part hereof). The Superintendent explained the process and entertained questions.

Slide 2: Increase achievement proficiency for all students in English Language Arts: Attleboro is currently above the state. The RTTT goal was set by the state as a 15% increase from the district's 2009 baseline. The RTTT Goal for 2014 is 74.9%. This would be a 3.9% increase which is feasible.

Slide 3: Increase achievement proficiency for all students in Mathematics. Attleboro is currently above the state. The RTTT goal was set by the state and is a 15% increase from the district's 2009 baseline. The RTTT Goal for 2014 is 70.6%. This would be 7.6% increase which the district feels they are on track to reach.

Slide 4: Narrow the Achievement Gap for all subgroups: The RTTT goal is set by the state as a 25% reduction in the district's 2009 baseline by 2014. The Data and Accountability Coordinator, Michelle Roy explained the CPI formula and the 2011 MCAS ELA Gap. Attleboro has met or exceeded its RTTT target in four (4) of the seven (7) areas; and needs to close the remaining gaps by 2014. The Superintendent explained the No Child Left Behind (NCLB) process which means all students will show achievement. Massachusetts is currently awaiting a waiver from the President. Dr. Durkin explained the process. The Superintendent recommended a presentation on this information be done at a future Curriculum and Instruction Subcommittee Meeting.

Slide 5: Narrow the Achievement Gap for all subgroups 2011 MCAS Math Gap (CPI): The RTTT goal set by the state is a 25% reduction in the district's 2009 baseline by 2014. Attleboro has met or exceeded its RTTT target in four of the seven categories. Ms. Roy broke down the gaps and goals that would need to be reached.

Dr. Durkin explained that a subgroup consists of 40 students (per district). She noted the best way to address this goal is with good instruction for all students.

Slide 6: Rank top three in DESE District Analysis and Review Tool (DART): This compares the districts that are most similar to Attleboro in terms of grade span, enrollment, and special population. This provides the highest performing of the other ten (10) districts in 2009 and 2010. Dr. Durkin explained this compared districts by the demographics. Attleboro is compared to: Leominster, Medford, Milford, Norwood, Peabody, Pittsfield, Stoughton, Westfield, Weymouth, and Woburn.

Mr. Tyler questioned how many of the districts are meeting the state requirements.

Dr. Durkin will provide the committee with this information. She noted 85% of the districts are experiencing "needs improvement". Massachusetts compared to other states is considered to have high achievers. The No Child Left Behind law holds everyone accountable whether a student has learning disabilities or not. This is currently being reviewed with a possible waiver for Massachusetts. The Superintendent will keep the committee updated.

Slide 7: Continue to increase the number of staff who are ELL trained: Dr. Durkin noted the numbers have increased. This training for the teachers makes a difference for the learning process for all children.

Ms. Sprague explained the difficulty in meeting Annual Yearly Progress (AYP) in this area. She explained the process and noted when a child improves in this category, they move out of this category. The turnover makes it hard to meet this goal.

Mr. Murphy noted there appears to be inherent flaws with the No Child Left Behind (NCLB).

Dr. Durkin explained that a student who enters the district is given one year before they are required to take the test. Massachusetts is currently requesting a waiver that would allow a two year period for a student to become acclimated before being held accountable.

Mr. Murphy asked for a timetable.

Dr. Durkin stated the waiver has been requested. Massachusetts is awaiting a decision.

Slide 8: Develop Transition Plan for Grades 4 and 5: the scores have declined. Ms. Sprague stated the data was not what the district anticipated. Cross level visits for administrators and teachers are occurring. This provides hands on insight. There has been an increase in small group/independent work; designated writing blocks; an increase in teacher/student writing conferences; and better establishment of daily routines. These efforts will improve the transition from Grade 4 to 5. The physical structures for the classrooms have changed to increase communication.

Mr. Murphy asked if the programs are helping with the Grade 4 to 5 transitioning and if the district will continue to review plans and review the trends.

Ms. Sprague stressed the importance of creating an effective Grade 4 to 5 transition period. She believed the new practices will provide for an improvement in this transition.

Dr. Durkin stressed the importance of pushing and stretching our students.

Mr. Murphy noted the move from elementary to middle school must be a "culture shock".

Ms. Sprague explained the work being done on this transition. The classroom/building observations by the middle school and elementary principals/teachers are helping to close this gap. The importance of consistency district-wide is being stressed.

Dr. Durkin explained elementary students move around a lot with the different stations. This was a big change for a student going from the elementary to the middle. This is being addressed.

Ms. Furtado commented on the length of the classes. She noted the middle school students tend to sit for longer periods.

Ms. Sprague noted the difference is that the middle school students move after a period and are not staying in one classroom. We are currently reviewing this area.

Slide 9: Increase Math proficiency in Grades 4-6 to prepare for Algebra: Ms. Sprague explained the MA Curriculum Frameworks have increased the rigor of all math courses in Grade 7 through to the high school. The new Grade 8 standards are equivalent to the historical Algebra I high school standards. The goal is to have all students college-ready when they graduate.

Slide 10: District Data and Accountability Team: Dr. Durkin explained the purpose was to streamline data collection and reporting process. The goal is to have effective and efficient use of the data. The objectives and priorities are to review the data collection, storage and dissemination; develop the data collection; and develop a District Improvement Report Plan. The future step is to develop data review protocols that best serve the district.

Slide 11: Increase the percentage of seniors in the Class of 2012 earning a qualifying score on the AP exam: This would apply to the percentage of seniors who earn a three or higher on at least on Advanced Placement Exam at any point during high school.

Ms. Furtado asked how many students are in this category.

Mr. Newman stated approximately 125 students at this time. He explained the motivation behind increasing the qualifying scores.

Slide 12: Develop Standards-based Pre-K through 12 Curriculum Documents: Dr. Durkin explained the process. The first draft for the ELA and Math will be completed for September 1, 2012.

Ms. Sprague explained the process and the development of pacing guidelines.

Slide 13: Full Day Kindergarten for All: This chart showed the enrollment projection using Grade 1 data from 10/3/2011. It broke down the numbers on a school-based need.

Slide 14: Full-Day Kindergarten for All: This slide summarized the projected expenses breaking it down by: staffing with benefit needs (\$422,500) and materials/supplies (\$120,000) for a total of \$542,500.

Slide 15: Meet AYP Graduation Rate Requirements: Aggregate AHS 4-Year Graduation Rate will increase from 82.8% to 85% and SPED AHS 4-Year Graduation Rate will increase from 61% to 70%. Dr. Durkin noted this information is embargoed and this chart provides predictions. When this information is available, the committee will be updated.

Slide 16: Professional Educator Evaluation System: Dr. Durkin explained the Early Adopter Work. There is ongoing feedback from the DESE on the Educator Rubrics. She noted there is a crosswalk between the Attleboro Public School Tool and the new regulations. To-date four meetings have been held and have shown clear outcomes. We are on track for negotiations to commence by March 2012 with a mutual goal set to provide information to staff before June following the DESE review.

Slide 17: Science and Social Studies Teacher Leaders: the purpose would be to support the development and implementation of the K-8 instructional program that is in alignment with the new MA Frameworks and results in improved student achievement. The responsibilities involved include: teaching aligned with the MA Frameworks; to identify, collect, and analyze data; and to design and facilitate professional development. This information will be brought before the committee at a later date.

Slide 18: Organization and Management: Dr. Durkin briefly reviewed these items and explained the process.

Ms. Furtado questioned the X2 program with regard to students picking their courses online. She noted there were a few problems with this process. Ms. Furtado was concerned that students might have lost out on course choices due to the program glitches.

Mr. Newman informed Ms. Furtado that this would not occur. The glitches were being worked out and students would not be penalized. Mr. Newman noted there was a meeting held for parents and he has spoken directly with parents to resolve the problems.

Dr. Durkin encouraged any parents experiencing any problem to contact the principal and or her office.

Ms. Furtado thanked Mr. Newman for his quick responses. The parents appreciated the help.

Slide 19: Public Engagement and External Relationships: Dr. Durkin noted this is a work in progress. The website is in the process of being updated. Communication is very important.

Slide 20: Relationship with the School Committee: Dr. Durkin continues to strive for a balanced and collaborative working relationship between the administration and the School Committee. She stressed the importance of clear communication on all levels of the system.

#### Administrative Vacancies 2012-13: Screening Process Procedure:

Dr. Durkin talked about the individuals resigning and/or retiring. She wished them well and noted how the district will sorely miss these individuals.

Mr. Tyler thanked the administration for time and dedication. He noted concern for the number of vacancies.

Dr. Durkin outlined the process that Attleboro Public Schools will be following to fill the administrative vacancies in a timely manner to allow for a smooth transition for our schools in preparation for the 2012-13 school year.

Timeline: Vacancies will be advertised through the *Boston Globe* and other on-line websites. The *Globe* advertisement will be published on Sunday, February 12 with a two-week window for applications and a closing date for all applications on Tuesday, February 28. For the Principal and Assistant Principal processes, interviews will be scheduled during the month of March and April with the names of three (3) finalists forwarded to me for consideration for a subsequent finalist interview and selection. The Business Manager process differs in that the screening committee, comprised of members who include three (3) school

committee members will, after interviews, decide on three (3) finalists who will then be interviewed by all nine (9) members of the school committee to determine the final selection. For all positions, our goal is to bring forward selected candidates for each position by the end of May.

General Process: With the schools involved, the Superintendent will be meeting with the PTO Board and School Council members as well as key staff members to describe the timeline and work of the screening committee. Each screening committee will be comprised of representative parents, representative teachers and other staff members, central office staff members, and, at times, community members. Each screening committee will have a Chairperson appointed by me. The work of the screening committees involves devising appropriate interview questions, reviewing applications to determine who will be selected to be interviewed, conducting those interviews, and forwarding to the Superintendent the names of three (3) finalists.

Attleboro High School (Principal) – Dave Sawyer, AHS Assistant Principal, will be chairing the screening committee.

Coelho Middle School (Principal) - Karol Coffin, Wamsutta Middle School Principal, will be chairing the screening committee.

Studley Elementary School (Principal) – Elaine Sabra, Principal of Thacher Elementary School, will be chairing the screening committee.

Hill Roberts Elementary School (Principal) – Catherine Zinni, Principal of Willett Elementary School, will be chairing the screening committee.

Wamsutta Middle School (Assistant Principal) – Karol Coffin, Principal of Wamsutta Middle School, will be chairing the screening committee.

Business Manager – The screening committee is comprised of Dave King (interim Business Manager), Bill Larson, Dave Murphy, and Ken Parent (School Committee members), Pia Durkin (Superintendent), Jeff Newman (Principal), and Pat Izzi (AEA Representative).

Director for Teaching and Learning Excellence – We have prioritized the need to complete the screening processes for the Principal and Assistant Principal positions and will move to work on this central office position at a later time.

Director for Career/Technical Education (CTE) -The Superintendent appointed Sue Edmonds as the Interim Director last spring. In contrast to the above vacancies, a full screening process did take place with Ms. Edmonds as one of the candidates. Mr. Newman and the Superintendent met with that committee and agreed that a new screening process was not necessary. Sue Edmonds was appointed to the position of Director for Career/Technical Education (CTE).

Ms. Furtado asked how the parents would be informed of the screening committee process. She stressed the importance of communicating this information.

Dr. Durkin stated she has spoken with some PTO members and council members.

Ms. Furtado inquired if just PTO and council members were being considered.

Dr. Durkin noted the commitment involved. This is an extensive process. A person has to commit to attend all meetings. She stated parents are welcome to participate. The PTO will get the word out to their schools.

Ms. Craw noted where this is a short-term commitment, those parents who cannot always commit, may be able to. Ms. Craw suggested a notice could be sent home with students in their backpacks informing parents of this information.

Mr. Tyler asked how many members would be assigned to a screening committee.

The Superintendent noted between: 7 to 9 members; any larger would be too much. It has to be a workable group.

Mr. Murphy noted that was a logistical limitation. He stated in fairness to the candidates more than two interviews in one evening would be a disservice. Mr. Murphy was involved in the previous high school principal search committee as a student representative. Mr. Murphy asked the Superintendent to consider involving a student representative in the process for high

school principal search.

Dr. Durkin stated this would be taken under advisement.

Dr. Durkin welcomed Sue Edmonds. She stated Ms. Edmonds has risen to the challenge. She thanked her for the hard work.

Personnel Report: Dr. Durkin noted three retirements; two resignations; and three appointments (see the attached School Committee Personnel Report).

#### Committee Reports

##### Finance, Facilities and Procurement Sub-Committee

Notification of bills and warrants

5BS029 – 01-25-12 - \$397,011.05

5BS030 – 01-18-12 - \$698,669.81

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: Ms. Furtado updated the committee on the meeting held on 1-30-12. The New Nutritional Guidelines were discussed. The subcommittee is currently working on several policies that she hopes to bring forward in the near future. The next meeting will be held on 2-13-12 @ 7:00 p.m.

Mr. Tyler noted a presentation will be done on the New Nutritional Guidelines at a future meeting.

Student Advisory Committee: Mr. Murphy updated the committee on the meeting held this evening. The topics discussed were: the schedule changes at the high school; the Anti-Bullying Program being implemented for the middle and high school; and the creation of a Transition Pamphlet to assist incoming freshman with “frequently asked questions”.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Barbara Crow,  
Secretary

#### Attachments:

1. Agenda dated February 6, 2012
2. School Sponsored Events dated 02-06-12
3. Draft School Committee Minutes dated 01-23-12
4. Field Trip Proposal – AHS
5. Memorandum – District/Superintendent Goals Updated – 02-03-12
6. District/Superintendent Goals Update – School Committee Presentation – 02-06-12
7. District/Superintendent Goals – November 7, 2011
8. Memorandum – Screening Committee Process: 02-03-12
9. School Committee Personnel Report – 02-06-12
10. Warrant – 5BS029 – 01-25-12
11. Warrant – 5BS030 – 02-01-12