

**WEYMOUTH SCHOOL COMMITTEE**  
**MINUTES**  
**Approved 6.8.17**

Date: April 27, 2017

Present: Chair Belmarsh, Mrs. Sheehan, Mrs. Curran, Ms. Flemer, Dr. Sullivan  
Absent: Mrs. Nardone and Mayor Hedlund  
Also present: Superintendent Curtis-Whipple, Assistant Superintendent Kelly Stukenborg,  
Assistant Superintendent Kustka and Business Manager Mary Lee

**Call to Order**

At 7:09 p.m. Chair Belmarsh called the meeting to order. Apologized for the delay. The meeting began with the Pledge of Allegiance to the flag.

Moment of silence held for prior school members and family members who had recently passed, Marie Kustka, Helena Murray, Matt Hayes and Robert Stewart Marini.

Mrs. Sheehan asked for clarification about what was revised in the Agenda stating she could not figure out what was revised. Chair Belmarsh shared that under New Business we added the particular roles under "Job Descriptions" that had been previously on the agenda.

**Consent Agenda**

Payment of Bills: Warrant 44-2017 in the amount of \$1,393,452.20

Approval of Minutes of April 6, 2017, for Meeting of the Whole; School Committee

Field Trips:

- WHS Robotics Grades 9-12, WPI Worcester, May 20 -21, 2017
- Chapman Middle School, Grade 8, Canobie Lake Park, Salem, NH, June 20, 2017
- WHS Grades 9-12, Music: Band/Chorus, Hershey Park, PA, May 19-21, 2017
- Confirmation of Field Trip: WHS Grades 9-12 Weymouth Robotics Team; St. Louis, MO, April 25-30, 2017

Mrs. Sheehan asked about the cost for the robotics field trip and if students had to pay for it. Assistant Superintendent Stukenborg shared that the funds were raised through fundraising efforts but would confirm this.

Mrs. Sheehan also asked about chaperones and if they back out do we have the right number of chaperones for trips. Assistant Superintendent Stukenborg clarified the process.

On motion of Mrs. Sheehan, seconded by Ms. Flemer, it was voted to approve the consent agenda with money to pay, and with changes to the April 6, 2017 minutes as read by Chair Belmarsh. So voted, 7:13 p.m.

**Student Advisory Committee**

The students were not in attendance as they were working on a project tonight.

**Public Comment**

Chair Belmarsh opened the meeting to public comment. There was none.

### **Superintendent's Report**

#### **Correspondence**

Dr. Curtis-Whipple shared that today Weymouth held the 9<sup>th</sup> Annual Special Olympics. Hassaun Green carried the torch. Thank you to all of our staff, students, fans and sponsors for all of their support of this great event. A special thank you to Alyssa Bosse, Patti Hayes, Betsy Harris and the entire Special Olympic Committee.

Dr. Curtis-Whipple spoke about the 2<sup>nd</sup> Graders poems at Talbot School being published. She also shared there was an upcoming teacher talent show and math nights.

Dr. Curtis-Whipple shared that there are many different opportunities on our website. The Pre and post prom committee is looking for volunteers. This is a great event that the seniors look forward to each year. The prom is Friday, June 2<sup>nd</sup>.

Dr. Curtis-Whipple left the meeting at 7:42 p.m.

### **New Business**

#### **Report on Teaching and Learning: Family Engagement**

Assistant Superintendent Susan Kustka and Community Relations Liaison, Betsy Harris came to the table. They presented a powerpoint presentation and reviewed the highlights of the events this year. They reviewed the FACE Events, STEM Hot Spots, Career Fair and Career Showcase and Community Service Projects. They also reviewed the sustainability of district wide events, lack of funds for materials, overuse of community partner resources and coordination of time. They are proposing the development of FACE Committee and will try to identify parents etc to lead each event. Trying to promote family engagement from Pre-K – grade 12.

Dr. Kustka is excited to promote this work. Work is done by very few hands and we are always looking for support for all events.

Ms. Flemer commented that she is amazed at what students are doing for their volunteer work at Talbot and that is just one school.

Chair Belmarsh thanked Dr. Kustka and Ms. Harris for a great presentation. Shared there is a MASC webinar on May 2, 2017 on Family Engagement.

### **Budget Sub-Committee Report**

Chair Belmarsh read the budget sub-committee report into the record (attached to these minutes). At this meeting the Fee Schedule for FY18, Food Service Audit report, the FY16 A-133 Single Audit Report as well as the FY18 Budget were reviewed. The next meeting of the budget sub-committee will be on May 10<sup>th</sup> at 6:00 p.m. The Annual Town meeting is on May 22<sup>nd</sup> at the Abigail Adams Middle School Auditorium. Prior to this meeting the School Department will present its budget to the budget sub-committee of the town council.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the report of the budget sub-committee. So voted at 7:59 p.m.

**2017-2018 Fee Schedule: WHS Early Child Care, Johnson Pre-School, Kindergarten - Full Day & Wey Care (Action Requested)**

Business Manager Mary Lee presented the the 2017-2018 Fee Schedule. The recommendation for WHS Early Child Care would be a \$4.00 per day increase for each of the programs. This is based upon negotiated pay raises and required renovations to remain compliant with state regulations. Also, we are required to have one more early childhood educator for infant room. Would like to have the program review of early childhood program each year and come back with additional recommendations for coming years. Only one year increase until program is reviewed and recommendations are made.

Dr. Curtis-Whipple returned at 8:04 p.m.

A discussion was had regarding the renovations including the air conditioning at the high school. Dr. Curtis-Whipple confirmed that she is working with the town on ensuring this unit will be repaired this budget cycle.

Ms. Lee also provided additional information regarding Johnson Early Childhood Center, no increase this year but requesting increase for 2019-2020.

Mrs. Sheehan shared that she liked the format for the fee schedule.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the fee schedule for early childhood at Weymouth High School. So voted at 8:05 p.m.

**Policy Sub-Committee Report**

Mrs. Curran read the Policy Sub-Committee report into the record (attached to these minutes). The Committee will be bringing forward the proposed policy changes to policy EEAG – Student transportation in private vehicles.

On motion of Mrs. Sheehan, seconded by Ms. Flemer to accepted the report of the Policy Sub-Committee. So voted, 8:09 p.m.

**Proposed changes to Policy EEAG - Student Transportation in Private Vehicles – First Reading**

Mrs. Curran read the proposed changes to policy EEAG into the record.

Mrs. Sheehan asked about how the district is changing the use of private vehicles. Mrs. Curran explained the need to use private vehicles for some athletic events. Mrs. Sheehan shared that there were concerns expressed at a previous meeting for the use of private vehicles to transport students. Mrs. Curran, Assistant Superintendent Stukenborg, and Mr. Mackin discussed this in detail at the policy meeting. Mrs. Sheehan stated she supported this policy this evening.

A robust discussion was had around the use of private vehicles, wording, clarification of away and home games. Discussion included that there is a need to use private vehicles during home events. Chair Belmarsh stated concern that home events are not mentioned at in the policy and the policy does not seem to allow private vehicles during home events. Dr. Sullivan stated that the intent was that by omission private vehicles would be allowed. Chair Belmarsh requested further discussion on adding possible language to include home events and practices in the policy to give notice of this practice.

Chair Belmarsh moved to second reading at the next meeting.

**Job Descriptions: Curriculum Directors, Assistant Curriculum Directors (Action Requested)**

Dr. Curtis-Whipple shared that we are bringing forward two job descriptions, Curriculum Direction and Assistant Curriculum Director that actually encompass 6 separate positions. Dr. Whipple describes the detail associated with these positions. Movement in curriculum mapping and alignment areas and ultimately student achievement. Dr. Curtis-Whipple explained that due to drop in enrollment we are proposing to repurpose positions to meet the needs of curriculum support. We would like to move forward to post for next year. These are year round positions.

Mrs. Sheehan asked how many Curriculum Directors do we have on the needs list? Dr. Curtis-Whipple stated there are 2 with overarching focus on pre-k through 12 and 4 Assistant Curriculum Directors would focus on grades 7-12 with some teaching responsibilities.

Mrs. Sheehan asked about salary and their funding sources. Dr. Curtis-Whipple shared that for Directors, approximately \$100k and Assistant Directors, \$90k. All of these are year round positions and some will be a lower salary than some of teaching staff, funding with decreases in enrollment, including breakage and retirements.

Mrs. Sheehan shared she is disappointed that there is nothing for arts and music. Dr. Curtis-Whipple shared that due to funding we are not able to add. Dr. Kustka explained that we can do this because we are eliminating a position in ELA, math etc. We would have to eliminate a music position to do this.

Mrs. Sheehan does not want to reduce music arts positions in order to create the new director position.

Mrs. Sheehan is concerned that we did not know these were on the agenda ahead of time. Dr. Curtis-Whipple stated the job descriptions have been on the blog all week for the committee. Mrs. Sheehan stated she understands this but the public had no time to respond to this proposal as the job descriptions on the agenda does not list these jobs. Dr. Curtis-Whipple stated that we are very late in hiring season and need to get this through as soon as possible. Mrs. Sheehan respectfully disagreed should be notified ahead if we are asking for an action this evening. Will not be supporting this vote this evening.

Mrs. Curran discussed budget request and where these fit in. A robust discussion was had around this. After robust discussion which included Mrs. Curran stating she did not understand where the funding was coming from due to being level funded with an additional \$129,000 in the budget. Dr. Curtis-Whipple stated funds will come from breakage and savings from other departments. Positions would also include evaluations and be for 7-12. They would also teach a minimum of 2 classes.

Mrs. Curran is concerned with 5 year teaching requirement, feels it is very low. Dr. Kustka and Dr. Curtis-Whipple explained their logic stating this in the description stating that five years of experience is sufficient especially if they have high level content experience. Mrs. Curran agreed.

Mrs. Curran does agree with Mrs. Sheehan that we were not notified ahead to vote this evening. \$600k is a lot of money.

Dr. Sullivan clarified that the salary includes the teaching position that they would also be covering. Also he believed the cost to the budget was not \$600K because it incorporated parts of positions that were already on the books. Dr. Whipple agreed with Mrs. Curran but describes why these positions are so necessary now. We need to invest in these positions to provide our staff and students with the best educational experience possible.

Dr. Sullivan disagreed that this is an issue tonight. These positions were on the needs list and were part of the proposed budget. Public had time to comment throughout the process.

Ms. Flemer agreed with Dr. Sullivan and will support this as well. Also likes that they will be still in the classroom. Asked about arts and music and expressed her concern. Dr. Curtis-Whipple provided additional insight into the reasoning behind the positions selected for funding next year. Dr. Curtis- Whipple would like the arts position to be a separate position.

Mrs. Sheehan asked if these are non-union positions and would be in Unit B like the previous Curriculum Coordinators that were in our union. Dr. Curtis-Whipple explained she went to WEA, met with the President and another board member and received their support for these positions.

Ms. Flemer asked if the Assistant Directors would be out of unit A. Dr. Whipple assured Ms. Flemer and the Committee that WEA supported even the teaching positions.

Chair Belmarsh addressed her thoughts on open meeting law. Feels that we have complied with providing sufficient notice and the agenda was changed and posted prior to the meeting that day. Job Descriptions were available for the committee prior to today. We have been talking about these positions throughout the budget process. Feels that we provided sufficient notice to the public as to the content of the agenda this evening. Chair Belmarsh is thrilled the

Curriculum Directors are being put forward. We need nine and we are focusing on two. There is a need the curriculum leadership in the district.

Chair Belmarsh had a question of the amount of teaching time on the description. A discussion around verbiage on teaching time in the classroom was had to state the position should teach no less than two classes and no more than three classes.

Mrs. Sheehan stated with all due respect we have never brought up Assistant Curriculum Directors in any proposals or needs list.

Chair opens to public comment-

Ms. Foster-Nolan comes to the table. Asked if the descriptions are posted anywhere? Asked if there could be public comment on this item. Ms. Foster – Nolan stated she saw the amended agenda that afternoon.

Chair Belmarsh stated the job descriptions are not posted prior to the meeting even if they were on the first agenda. Dr. Curtis –Whipple clarified the posting would be for 1 year.

Ms. Foster-Nolan is concerned that there was a change in the agenda just did not see anything posted on the actual descriptions.

Dr. Curtis-Whipple clarified that she would look to have a one year contract for each and then evaluate the positions.

Chair Belmarsh asked about the posting times. Dr. Kustka described the hiring process and timing, no earlier than 30 days after the posting is made public.

Chair Belmarsh recommended we could put this on agenda for next meeting and have public comment at that point we could vote tonight but allow comment on it before the positions are hired.

Chair Belmarsh recommended since the job postings are for 30 days, we could move forward with the positions tonight and also put this on the agenda for next meeting within the 30 days. We could then have public comment at that point and modify the positions if needed at that meeting based on further review and comment. Mrs. Curran thought the meeting tonight was to discuss the job description and not vote on it tonight.

Dr. Curtis-Whipple discussed the need to be flexible due to the budget process and timing.

Chair recognizes Mr. Gus Perez. Mr. Perez asked if there has been a legal review of the contract for these positions and if anyone teaching would need to be in Unit A. Would like to be sure this has been done.

Dr. Curtis-Whipple discussed her approach in detail. Very specific with them about this. If it is a matter of creating a MOA that can be done as well. Dr. Kustka stated that we are not changing contract just new positions.

Dr. Michael Murphy came to the table. Stated if there is a change in the contract, the full membership would need to vote and that there needs to be a MOA. Wanted to be sure this is clear.

Mrs. Sheehan asked a point of clarification, that we are voting these tonight but they will still be on the agenda for discussion and public comment at the next meeting, the posting can be amended. Chair Belmarsh and Dr. Curtis-Whipple confirmed.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the job descriptions for Curriculum Directors and Assistant Curriculum Directors. So voted by all members unanimously to approve the postings of these positions, 8:55 p.m.

#### **Last Day of School 2016-2017 (Action Requested)**

Dr. Curtis-Whipple reviewed the end of school. Johnson Early Childhood Center will end on June 20<sup>th</sup>, Kindergarten on June 22<sup>nd</sup> full day, and June 23<sup>rd</sup> grades 1-12 half day. Teachers last day will be June 26<sup>th</sup> full day professional development day.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the last day of school as described. So voted, 8:57 p.m.

#### **Old Business**

##### **MSBA Chapman Feasibility Study**

Chair Belmarsh shared that the Building Committee met on April 25<sup>th</sup> with the project manager, HILL. A discussion was had about 6 applications for the designer. All applications are available to review online through the school or town websites. Meeting was televised on WETC as well. Applications will go to MSBA on May 9<sup>th</sup> and a decision for top three designers will come for an interview on May 23<sup>rd</sup>. On June 6<sup>th</sup> there will be a public meeting to discuss the importance of all items that the committee will focus on. We hope to have one session during the day and one at night. We encourage the public to follow the Weymouth School Building Committee site for more information on this important project.

##### **Proposed Policy Changes to EEA - Student Transportation Services – Third Reading**

Mrs. Curran read the proposed changes to policy EEA.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the change to policy EEA – Student Transportation Services. So voted 9:02 p.m.

##### **Proposed Policy Changes to IKB: Homework – Third Reading**

Mrs. Curran read the proposed changes to policy IKB.

Chair recognizes Dr. Murphy. Shared that he is pleased with the direction this policy takes. Shared his thoughts on achievement at the primary and upper levels.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the change to policy IKB – Homework. So voted 9:06 p.m.

**Proposed Policy Changes to JB: Equal Educational Opportunities – Third Reading**

Mrs. Curran reviewed the changes to Policy JB.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the change to policy JB– Equal Educational Opportunities. So voted 9:07 p.m.

**Proposed Policy Changes to JJA-R: Student Travel Regulations – Third Reading**

Mrs. Curran reviewed the changes to Policy JJA-R.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the change to policy JJA–R – Student Travel Regulations. So voted 9:08 p.m.

**EXECUTIVE SESSION**

At 9:09 p.m. Chair Belmarsh called for a motion to go into Executive Session. On motion of Ms. Flemer, seconded by Mrs. Sheehan to enter into Executive Session pursuant to M.G.L. Chapter 30A, Section 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares; i. To discuss a confidential personnel matter; ii. To discuss strategy relative to negotiations with union personnel: Unit D, Van Drivers, Custodians, Maintenance, only to return to open session for the purpose of adjournment. A roll call vote was taken; Dr. Sullivan: YES; Mrs. Sheehan, YES; Ms. Flemer, YES; Mrs. Curran, Yes; Chair Belmarsh, YES. So voted.

**Next Meeting of the Weymouth School Committee**

The Weymouth School Committee will next meet on May 11, 2017 at 7:00 p.m. in the Mary J. Livingstone Humanities Center at Weymouth High School.

**Adjourn**

At 9:51 p.m., on motion of Mrs. Sheehan, seconded by Ms. Flemer, it was unanimously voted to adjourn.

Respectfully submitted,

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Gail Sheehan – Secretary



Weymouth School Committee Meeting  
April 27, 2017

Documents Related to Meeting and Retained at School Administration Building

- Agenda
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- Policy Sub-Committee Report
- Proposed changes to Policy EEAG - Student Transportation in Private Vehicles – First Reading
- Job Descriptions: Curriculum Directors, Assistant Curriculum Directors (Action Requested)
- Policies:
  - Proposed Policy Changes to EEA: Student Transportation Services – Third Reading
  - Proposed Policy Changes to IKB: Homework – Third Reading
  - Proposed Policy Changes to JB: Equal Educational Opportunities – Third Reading
  - Proposed Policy Changes to JJA-R: Student Travel Regulations – Third Reading