DEPT./BOARD: School Committee
DATE: Wednesday, March 14, 2018
TIME: 7:00 p.m.
PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA

AGENDA*
Tentative Agenda: meeting to be held only in event regular 3/13/18 meeting is cancelled due to snow (agenda will remain the same)

1. Cast of Pippin

2. Poetry Laureate – Zyann Sharkah

3. Approval of 3/6/18 Minutes

4. Public Participation

5. Information/Reports
   a). Student Representative
   b). Subcommittee Reports
   c). Ways/Means

6. Communication
   a). MSMS Principal Announcement
   b). A Detailed Tour of the New Budget Format

7. Instruction/Technology
   a). PACE Memorandum of Understanding

8. Old Business (7:30 – 7:45 estimated time)
   a). 2018-19 Teachers’ Calendar - Second Reading
   b). BHS Planning for Success – Second Reading
   c). MSMS Planning for Success – Second Reading
   d). Summer School Literacy Program, Science & Writing Tuition Increase - Approval

9. New Business (7:45 – estimated time)
   a). BECC Planning for Success – First Reading
   b). FY19 Draft Budget – BECC & Special Education
   c). Warrant Articles

10. Public Participation

11. Executive Session
   a). Approval of Executive Minutes of 3/6/18
   b). Contract Negotiations

12. Adjournment

*Agenda is subject to change
BURLINGTON SCHOOL COMMITTEE
MINUTES OF MARCH 14, 2018

Chairman Thomas F. Murphy, Jr. called this meeting of the School Committee to order at 7:00 p.m. in the School Committee Room, Administration Offices, 123 Cambridge Street, Burlington, Massachusetts. Present: Mrs. Kristin Russo, Mrs. Christine Monaco, and Ms. Martha Simon. Assistant Superintendent Patrick Larkin, Director of Operations Bob Cunha and Finance Manager Nichole Coscia also present. Mr. Stephen Nelson and Superintendent Eric Conti absent.

Chairman Murphy thanked the DPW, maintenance, and custodians for their efforts in plowing and clearing the schools during the recent snowstorms.

Cast of Pippin

Seven members of the Pippin cast performed two songs from the musical.

APPROVAL OF MINUTES

Moved by Mrs. Monaco and seconded by Mrs. Russo to approve minutes of 3/6/18; motion carried 4-0-0.

PUBLIC PARTICIPATION

None.

Information/Reports

Student Representative

Bailey Towle commented that it has been a jumbled week with two snow days last week and two more snow days this week. Mr. Larkin stated that the 45th Art show will be held at BHS tomorrow, DECA students placed the highest to date at the State competition, the Tenacity Challenge will be held soon, and BHS teacher Shereen Tyrell is coordinating student internships with Mitre in Bedford.

Subcommittee Reports

Ms. Simon stated she’d attended the recent Summit on Poverty in Worcester.

Ways/Means

Sue Harrigan had nothing new to report.

COMMUNICATION

MSMS Principal

Mr. Larkin announced that Cari Perchase will be the new middle school principal beginning July 1 and he will introduce her to the Committee at an upcoming meeting.

Detailed Tour of the New Budget

Ms. Coscia reviewed with the Committee an example of the backup detail of middle school budget items to illustrate how the summary budget for the School Committee was created. In response to Mrs. Monaco, Mr. Cunha responded that the backup details could be made available to the Committee and noted it may be somewhat cumbersome. Chairman Murphy further explained that this format is new to the Committee and there is no previous years’ costs available to compare anything to, realizes the information will be available in future years, but the Committee will need to be flexible this year as the mechanics are difficult. He is personally mainly looking at the overall percentage and total dollar figures. Mrs. Monaco agreed but noted the School Committee by law has only 3 functions: set policy, set and approve school budgets, and the hiring/firing of a Superintendent, so she’s requesting more detail. Mrs. Russo and Ms. Simon also agreed noting for example, they’d like to be informed of new curricular information and creation of new athletic programs. Ms. Simon further noted she trusts the administration in general, however, there have been problems with oversight in the past and it’s a School Committee responsibility to oversee the budget. In response to Chairman Murphy, Ms. Coscia responded that she could get more specific details to the School Committee by emailing it to them as a pdf document, but members will need to pencil in any changes individually, which was acceptable to the Committee. Steve Morin suggested using Shawsheen Tech’s budget format and Diane Creedon stated she likes the large budget book with myriad details such as the specifics of each contracted services account. Sue Harrigan requested that each area of the budget be kept on one page rather than running onto a second page with the total. Ms. Coscia briefly reviewed page 141 where she created the requested table showing teacher percentages of staff in one of 8 grades from the BEA salary chart.

NEW BUSINESS

BECC Planning for Success – First Reading

By consensus, this item was taken out of order. Preschool Director Deborah Clark distributed a copy of the BECC School Improvement plan.2 Ms. Clark reviewed with the Committee the updated Planning for Success document and highlighted the progress in the four main goal areas of: engaged learning, relationships, communication, and facilities/operations. The Committee thanked Ms. Clark and expressed appreciation for her efforts.

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1 FY19 Operating Budget – 3/14/18
2 BECC School Improvement Plan
BECC FY19 Budget
Ms. Clark noted that there are no new positions being requested, they currently have 9 classrooms and 156 students. The preschool budget request\(^3\) is down 19%, ($628,797) for a total request of $2,650,247. Ms. Coscia noted that this budget request has been reduced due to preschool staff being misallocated into the accommodated budget instead of in the operating budget.

Special Education FY19 Budget
Ms. Coscia reviewed the SPED tuition increase of 44% (+$2,147,470) for a total request of $7,001,981. The transportation budget is up 7% (+$100,280) for a total request of $1,543,097.

The overall Accommodated budget increase is 17%, (+$1,618,962) for a total FY19 budget request of $11,195,325.

INSTRUCTION/TECHNOLOGY
PACE MOU
This item was deferred until the March 20 meeting as Dr. Conti was not in attendance.

OLD BUSINESS
2018-19 Teachers’ Calendar - Second Reading
The School Committee first reviewed the draft 2018-19 Teachers’ calendar at the February 27 meeting. Moved by Mrs. Monaco and seconded by Mrs. Russo to approve the 2018-19 Teachers’ School Calendar\(^4\) motion carried 4-0-0.

BHS Planning for Success - Second Reading
Principal Sullivan was at the March 6 meeting to review the BHS Planning for Success document. Moved by Mrs. Monaco and seconded by Mrs. Russo to approve the BHS Planning for Success School Improvement Plan; motion carried 4-0-0.

MSMS Planning for Success - Second Reading
Principal Connors was at the March 6 meeting to review the MSMS Planning for Success document. Moved by Mrs. Monaco and seconded by Mrs. Russo to approve the MSMS Planning for Success School Improvement Plan; motion carried 4-0-0.

Summer School Literacy Program, Science & Writing Tuition Increase - Approval
This item was reviewed at the March 6 meeting, at which time the Committee requested further information. Mr. Larkin distributed and reviewed the drop of $109,000 in Title 1 Funding\(^5\) for the program this summer, which helped subsidize this program. Mrs. Monaco again stated her concern, as it puts an additional burden on parents. The Committee decided to defer this item until the March 20 meeting pending more information on: how are special education student tuitions paid for, how is the Title 1 money spent, and what would the deficit be if tuition is not increased.

Warrant Articles Update
Mr. Cunha reviewed the revised Warrant Article List\(^6\) which included 9 articles in priority order with updated pricing. Francis Wyman Fire Alarm $362K, Francis Wyman A/C $370K, Technology Projector Installation $149K, Pine Glen Refrigerator Freezer $66K, BHS Roof Repair $25K, BHS Rubber Gym Divider Wall $133K, and BHS Parking Spaces $60K. The Committee briefly discussed priorities of the proposed warrant articles. The schools will have approximately $1.25 million for projects. Chairman Murphy requested that Mr. Cunha speak with the Town Administrator requesting additional funding for school warrant articles in light of the fact that the schools had a diminished amount last year due to the needs of the town. In reply to Steve Morin, Mr. Cunha replied that the Community Custodial warrant article is not in deficit at this time and the request for next year is level funded.

Mr. Larkin stated with the recent 6 snow days, the last day for students currently will be June 26 and June 27 for teachers. In response to Chairman Murphy, Mr. Larkin replied that there have been no formal conversations about the possibility of remote learning assignments. Ms. Simon suggested seeking input from elementary teachers about what they think would work for assignments. Mrs. Russo commented that on some of other towns’ cancellation notices it mentioned “virtual school day” and it might be a possibility for next year.

PUBLIC PARTICIPATION
None.

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\(^3\) Accommodated Accounts FY19 Budget
\(^4\) Teachers’ School Calendar 2018-19
\(^5\) Title 1 Funding
\(^6\) FY19 Capital Warrant Articles
ADJOURNMENT

Moved by Mrs. Monaco and seconded by Mrs. Russo at 9:05 p.m. to adjourn the meeting.
Motion carried 4-0-0.

Respectfully submitted,

Sharon Gilbert
Recording Secretary

Date submitted: 3/20/18
Date approved: