Notice of Public Meeting – (As required by G.L. c. 30A, c §18-25)

DEPT./BOARD: School Committee
DATE: April 10, 2018
TIME: 7:00 p.m.
PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA

AGENDA*

1. School Committee Reorganization (7:00 – 7:20 estimated time)

2. Approval of 3/27/18 Minutes

3. Approval of Warrant

4. Public Participation

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

6. Instruction/Technology (7:30 – 8:00 estimated time)
   a). Keys to Literacy
   b). Last Day of School & End of Year Events

7. Communication (8:00 – 8:30 estimated time)
   a). Introduction of New Fox Hill Principal – David Rosenblatt
   b). Fifth Grade Puberty Unit

8. Old Business

9. New Business (8:30 – 9:00 estimated time)
   a). May Town Meeting Packet Feedback

10. Public Participation

11. Adjournment

*Agenda is subject to change
Superintendent Conti opened public session and requested a nomination for a new School Committee chairman. Moved by Mr. Nelson and seconded by Mrs. Monaco to nominate Mrs. Kristin Russo as School Committee Chairman. Hearing no other candidates, the nominations closed; motion carried 5-0-0. Moved by Mrs. Monaco and seconded by Mr. Nelson to place in nomination Martha Simon as Vice Chairman. Hearing no other candidates, the nominations were closed; motion carried 5-0-0. Mrs. Russo thanked Mr. Murphy for his service as Chairman this past year.

The School Committee discussed each subcommittee assignment (see below) with no changes except to change the Legislative contact person to the MASS Association of School Committee from Mr. Murphy to Ms. Simon and Mrs. Russo.

School Committee Assignments 2018-19

1. Recreation Commission (T. Murphy)
2. Two members to serve on the Academic Review Board (K. Russo, T. Murphy)
3. Two members to serve on the Sick Leave Bank Committee of the Burlington Educators Association. It has been the practice that the Superintendent and one member of the School Committee serve on this committee, but this is at the discretion of the members (Superintendent, C. Monaco)
4. One member to serve on the Sick Leave Bank Committee of the Burlington School Administrators Association (M. Simon)
5. Legislative contact person to the Mass. Association of School Committees (K. Russo, M. Simon)
6. Chapter 766 Parent Advisory Committee (C. Monaco, M. Simon)
7. B-Line Advisory (K. Russo)
8. Subcommittee to the Board of Selectmen (C. Monaco, T. Murphy)
9. Subcommittee to the Ways & Means (S. Nelson, T. Murphy)
10. Subcommittee to the Board of Health (S. Nelson, M. Simon)
11. Subcommittee to the Recreation Committee (C. Monaco, T. Murphy)
12. Subcommittee to the Planning Board (S. Nelson, T. Murphy)
13. Subcommittee for Wellness (K. Russo, C. Monroe, alternate, E. Conti)
14. Subcommittee for Transportation (K. Russo, C. Monaco, E. Conti)
15. PTO Representatives:
   Fox Hill (K. Russo, C. Monaco alt.)
   Memorial (S. Nelson, M. Simon alt.)
   Pine Glen (T. Murphy, C. Monaco alt.)
   Francis Wyman (C. Monaco, T. Murphy alt.)
   MSMS (M. Simon, K. Russo alt.)
   BHS (S. Nelson, M. Simon alt.)
   BECC (K. Russo, C. Monaco)
16. Burlington Youth & Family Services (M. Simon)
17. Master Plan Steering Committee (M. Simon)
18. Disability Access Commission (M. Simon, C. Monaco)

Moved by Mrs. Monaco and seconded by Mr. Nelson to approve the School Committee assignments as written with the exception of changing Ms. Simon to replace Mr. Murphy as the Legislative Contact Person to the Mass. Association of School Committees; motion carried 5-0-0.
Moved by Mrs. Monaco and seconded by Mr. Nelson to appoint the Superintendent as School Committee designee to the LABBB Collaborative; motion carried 5-0-0. Moved by Mrs. Monaco and seconded by Mr. Nelson to appoint the Human Resource Director and Assistant Superintendent as Central Office Sexual Harassment/Complaint Management Facilitators; motion carried 5-0-0. Moved by Mrs. Monaco and seconded by Mr. Nelson to approve the Human Resources Director and Assistant Superintendent as Coordinator for Nondiscrimination Compliance (including Civil Rights and Title IX); motion carried 5-0-0. Moved by Mrs. Monaco and seconded by Mr. Nelson to appoint Sharon Gilbert as School Committee secretary; motion carried 5-0-0.

APPROVAL OF MINUTES

Moved by Mrs. Monaco and seconded by Mr. Nelson to approve minutes of 3/27/18; motion carried 5-0-0.

APPROVAL OF WARRANT

Moved by Mrs. Monaco and seconded by Mr. Murphy to approve the warrant; motion carried 3-0-2; Mr. Murphy and Mr. Nelson abstained.

PUBLIC PARTICIPATION

Ways & Means member Joan Kennedy-Constant explained she’d filed a public records request with Bob Cunha in March requesting copies of the $6,000 in receipts from the music revolving account referenced in the Powers & Sullivan audit and received receipts totaling $4,800. She requested the remaining $1,200 in receipts be provided to her by next Wednesday. Dr. Conti explained that all of the 133 receipts were forwarded to her and nothing was withheld; he will confer with Powers & Sullivan to ascertain if they have any additional receipts. Ms. Kennedy-Constant expressed concern that the receipts provided included expensive meals and alcoholic beverages. Chairman Russo explained that School Committee’s understanding is that alcohol on the receipts have not been submitted for reimbursement, legal counsel has been consulted and policies and procedures have been put into place to address these issues.

INFORMATION/REPORTS

Student Representative

Student representative Bailey Towle announced that April vacation is approaching, seniors have left for internships, and students are getting ready for AP exams. Track coach Matt Carr has received the Coach of the Year award from the Boston Globe. The Committee wished Bailey well on his upcoming AP exams.

Subcommittee Reports

Nothing to report.

Ways & Means

Chairman Russo stated that the FY19 school budget, omnibus, and warrant articles were approved by the Ways & Means Committee at last Wednesday’s meeting. She also thanked the Ways & Means subcommittee for their review and support during the FY19 budget process.

INSTRUCTION/TECHNOLOGY

Keys to Literacy

ELA Curriculum Coordinator Renee Sacco provided a comprehensive outline of the implementation process and training for the Keys to Literacy strategies in the Burlington school district. Keys to Literacy is not a change in curriculum, but adds consistency across grade levels and schools in the areas of effective strategies in two column note taking, top down webs, summarizing, and question generator. Mr. Larkin and Ms. Sacco provided examples of the strategies used by students to the School Committee. Asst. Superintendent Larkin commented that positive feedback was received from the elementary schools regarding using the new two column note taking skill during the recent MCAS testing. The School Committee complimented Ms. Sacco regarding this new initiative that provides practical strategies for students in all grades and disciplines.

COMMUNICATION

Introduction of New Fox Hill Principal

By consensus, this item was taken out of order. Dr. Conti introduced new Fox Hill Principal David Rosenblatt, who has served for the past two years as the Assistant Principal at Memorial School. Mr. Rosenblatt reviewed his background and experience and stated he’s looking forward to being Principal at Fox Hill and is honored to serve in the position. The School Committee welcomed and congratulated David on his new position.

At Ms. Simon’s request, Dr. Conti reviewed the hiring process/timeline for a new middle school principal, Fox Hill Principal, and Special Education Director. The Superintendent commented that there has been a need to reduce staffing levels but to keep as first priority the teachers & programming. Some administrative salaries wouldn’t fit in the upcoming budget guideline that has been given for the upcoming school year: he anticipates not filling the
vacant Assistant Principal position at Memorial, transferring administrator Josh Murphy to an assistant principal opening at the middle school, and not backfilling his administrator’s job in the Student Information Office as well as not filling the second vacant assistant principal position at the middle school. Dr. Conti explained that he will request the restoration of the assistant principal position next year at the middle school and expressed concern with the amount of teacher evaluations that need to be completed. The Superintendent commented that the school department will advocate for a higher budget guideline next year and explained that these unfilled administrative positions to be reinstated. He further explained that he’d tried to meet next year’s budget through retirements and not filling vacant positions. There are currently three teaching positions in the FY19 budget request.

Dr. Conti stated that the Powers & Sullivan 2017 audit was completed for the town and schools, which showed a clean audit with two adjustments that have been completed.

**INSTRUCTION/TECHNOLOGY**

**Last Day of School & Year End Events**

Dr. Conti announced the last day of school for students will be June 26 due to the 6 snow days and the last day for teachers will be June 27. He reviewed upcoming year end events including the high school graduation on Sunday, June 3. The School Committee acknowledged the upcoming events including BHS graduation, which is scheduled for June 3.

**Fifth Grade Puberty Unit**

The Superintendent stated that through the Wellness Committee, Matt Jackling is updating the 5th grade puberty unit, which will take place during gym classes at the elementary level. Mr. Jackling will be coordinating with the elementary principals to identify dates for the offerings. Mr. Jackling will teach the unit with the boys and elementary school nurses will teach the unit with the girls. A letter to parents is in progress, will be sent electronically, parents can review the lesson which will be available as a video, and if parents choose not to have their child participate that will be an option. The School Committee encouraged parents to watch the video prior to making a decision on whether their child would be taking part in the offering. The Committee also thanked all who were involved in the effort.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**May Town Meeting Packet Feedback**

Dr. Conti requested the Committee’s input on the contents of the packet to be sent out to town meeting members, which is approximately 35 pages of budget information, includes a chart with staffing, and a letter from Superintendent Conti. It will be sent out electronically and via the postal service. At Mrs. Monaco’s request, Dr. Conti will have Millie Nash preview the final document prior to distribution. If School Committee members have any further comments/suggestions, please send them to Dr. Conti prior to the end of April vacation.

Mrs. Monaco explained that a parent had contacted her about what the schools are doing to protect children in light of recent accusations of child abuse. After email correspondence between Mrs. Monaco and the Superintendent, they have scheduled an agenda item for the May 8 meeting with representatives from the Mama Bear Project group and Jenna Bernier from MassKids. Dr. Conti explained that last summer Burlington teachers piloted the MassKids research based professional development tool for teachers to recognize signs of child abuse.

**Revision of School Policies To Comply with Pregnancy Fairness Act**

In order to comply with the pregnancy fairness act that went into effect on April 1, five school department policies need to have the phrase “pregnancy or pregnancy related conditions” added to the protected classes of those policies. Moved by Mr. Nelson and seconded by Mr. Murphy to approve the addition of the phrase “pregnancy or pregnancy related conditions” to policy AC non-discrimination and waive a first and second reading; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mr. Murphy to approve the addition of the phrase “pregnancy or pregnancy related conditions” to policy GBA Equal Employment Opportunity and waive a first and second reading; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mr. Murphy to approve the addition of the phrase “pregnancy or pregnancy related conditions” to policy GCF Professional Staff Hiring and waive a first and second reading; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mr. Murphy to approve the addition of the phrase “pregnancy or pregnancy related conditions” to policy JB Equal Educational Opportunities and waive a first and second reading; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mr. Murphy to approve the addition of the phrase “pregnancy or pregnancy related conditions” to policy
JFBB School Choice and waive a first and second reading; motion carried 5-0-0.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

Chairman Russo announced that the Committee had a need for executive session to discuss contract negotiations because holding it in an open session would have a detrimental effect on the position of the public body. The School Committee will only return to public session for the purpose of adjournment. Moved by Mrs. Monaco and seconded by Mr. Murphy at 8:40 p.m. to enter executive session to discuss contract negotiations. Mrs. Monaco, aye; Mrs. Russo, aye; Mr. Murphy, aye; Mr. Nelson, aye; Ms. Simon, aye. Motion carried 5-0-0.

ADJOURNMENT

Moved by Mr. Nelson and seconded by Mr. Murphy at 8:50 p.m. to adjourn the meeting. Motion carried 5-0-0.

Respectfully submitted,

Sharon Gilbert          Date submitted:  5/8/18
Recording Secretary         Date approved: 5/8/18