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

DEPT./BOARD: School Committee
DATE: February 26, 2019
TIME: 7:00 p.m.
PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA

AGENDA*

1. Approval of 2/12/19 Minutes

2. Public Participation

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

4. Instruction/Technology (7:15 – 7:30 estimated time)
   a). Extended Learning Initiative

5. Communication (7:30 – 7:45 estimated time)
   a). BHS Student Art & Writing Awards

6. FY19 Financial Update (7:45 – 8:00)

7. Old Business

8. New Business (8:00 estimated time)
   a). Elementary School Improvement Plans – First Reading
   b). Handling of Cash Policy (DBJ-1) – First Reading
   c). Superintendent’s Mid-Year Goals Progress
   d). Submission of Statement of Interest – Discussion & Approval
   e). FY20 Draft Budget – Elementary Schools

9. Public Participation

10. Executive Session –
    a). MGL c 30A, Section 21(a): Subsection 7 – For the purpose of complying with any general or special law, specifically GL c 214, Section 1B – Right to Privacy; and GL c 12A, Section 910.
    b). Approval of 1/8/19, 1/22/19 and 2/12/19 Executive Minutes
    c). Contract Negotiations

11. Adjournment

*Agenda subject to change
Chairman Russo 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. Christine Monaco, Mr. Stephen Nelson, Mr. Thomas F. Murphy, Jr. (7:20 p.m. arrival), and Ms. Martha Simon. Superintendent Eric Conti, Asst. Superintendent Patrick Larkin, Business Manager Nichole Coscia, and Director of Operations Bob Cunha also present.

APPROVAL OF MINUTES
Moved by Mr. Nelson and seconded by Mrs. Monaco to approve minutes of 2/12/19; motion carried 4-0-0.

PUBLIC PARTICIPATION
None.

INFORMATION/REPORTS
Student Representative
Student representative absent.

Subcommittee Reports
None.

Ways/Means
Members in attendance: Sue Harrigan, John Iler, Nick Priest and Diane Creeden. Dr. Conti stated that the first budget session with the School and W/M subcommittees was held last night and went well.

INSTRUCTION/TECHNOLOGY
Extended Learning Initiative
The Superintendent introduced this Extended Learning Initiative proposal to the School Committee as a consideration for next year, which would provide students with assignments and/or instruction that can be done remotely when school is closed due to reasons such as inclement weather. Mr. Murphy arrived. The Distance Learning School Day Recovery proposal\(^1\), school staff outlined the process, demonstrated some example lessons, and the technology to be used. Staff in attendance: Joe Attubato, Shaun Hart, Chrissy Conceison, Dennis Villano, Christina DiCroce, Emily Bularczik, Kim Lynch, Barbara Sturtevant, Kelli Stromski, Gloria Wojtaszek, and Tara Olshaw. Draft recommendations to the School Committee included: a test day in the spring and/or full implementation after the first or third cancelled school day. Mrs. Monaco expressed concern about special education students receiving missed pull out services, elementary student participation in assignments, and requested that a more formal plan be created for providing compensatory services to special needs students. BEA President Diana Marcus commented that the negotiating committee is reviewing the extended learning day as it’s a change in working conditions. Specifics of the proposed plan will be shared via email with the School Committee. The Superintendent stated he was providing this information to the Committee well in advance to allow time for thoughtful consideration, to provide options for special education students, and to consider any further adjustments.

COMMUNICATION
High School Student Art & Writing Awards
Mr. Larkin read the names of high school students who had received awards in the annual Boston Globe Scholastic Art & Writing Awards competition.

FY19 Financial Update
Chairman Russo announced this item will be postponed until the March 5 School Committee meeting. Ms. Coscia introduced new financial analyst Jenny Gordon and the School Committee welcomed her to Burlington schools.

OLD BUSINESS
None.

NEW BUSINESS
Elementary School Improvement Plans
The four elementary principals were in attendance to review an update on the Planning for Success\(^2\) initiative. Each principal reviewed one of the four strategic objectives. Principal McDonald provided details on the progress of engaged learning. Principal Dressler reviewed the area of relationships. Principal Rosenblatt focused on the communication initiative and Principal Lyons reviewed the area of facilities and operations. Next steps included: trauma

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\(^1\) Distance Learning School-Day Recovery
\(^2\) 2019-20 School Calendar
\(^3\) Planning for Success Update
informed instruction in the area of SEL, to review current Mass. frameworks in the area of curriculum, deeper data analysis of current assessments in the area of RtI, meeting the needs of all learners in the area of special educations, and safe learning environments in the area of safety. Some School Committee comments shared: impressive amount of progress on the plan, satisfaction that administrators that were cut last year are being restored in this year’s budget, concern about the workload of principals completing detailed teacher evaluations as well as overseeing managerial duties, concern that budgets are too tight to properly run the schools, and the observation that four principals work well together, as well as collaborate and support each other.

Handling of Cash Policy - First Reading

The Committee was provided a draft copy of this policy at the February 12 meeting. As this is a first reading for the Handling of Cash Policy (DBJ-1), the Committee will take it under advisement and vote on it at an upcoming meeting.

FY20 Draft Budget – Elementary Schools

By consensus, this item was taken out of order. Ms. Coscia distributed a list of 18 requested staff positions⁴ for FY20. The four elementary budgets were reviewed in the areas of: contracted services, supplies, equipment, and textbooks.

The Fox Hill budget request is up .47% with an increase of $372 for a total of $79,865 and is requesting a guidance counselor and math specialist. Enrollment is 425 students.

The Francis Wyman budget request decreased -3%, down $3,577 for a total of $100,204. Teacher supply funding was decreased to be equitable with the three other elementary schools. Enrollment is 550 students and they will be returning to the model of 5 homerooms per grade but with a higher population in grade 3 classrooms.

The Memorial budget request is up 3% with an increase of $2,500 for a total of $81,184. The largest increase is to purchase Envision math supplies. Enrollment is 420 students.

The Pine Glen budget request is up 1.4% an increase of $910 for a total of $66,089. They are requesting a math specialist position. Enrollment is 320 students.

The School Committee requested a paper copy of individual budgets to be reviewed at each meeting and that administration compile a list of needed staff positions that are not in the budget. Student enrollment data for February 2019⁵ and NESDEC enrollment projections⁶ for Burlington were distributed. Ms. Creedon requested that the We Are Burlington document be provided. Dr. Conti noted that the NESDEC student enrollment projections show an increase of 350 students from 2017 to 2027.

Superintendent’s Mid-Year Goals Progress

Dr. Conti reviewed specifics with the School Committee on his Mid-Cycle Goals Progress Report⁷ for his 2018-19 goals, which showed that he is on target with his four major goals:

- Relationships – District Initiatives: Communication, Collaboration, Cultural Competence
- Engaged Learning District Initiatives: Social Emotional Learning, Inclusion, Targeted Instruction, PBIS, MA CS4All, Bi-literacy
- Student Safety – Memorandum of Understanding with Burlington Police Department, Youth Risk Behavior Survey (YRBS)
- District Operations – Updated Policies & Procedures

Some of the School Committee members’ comments: congratulated Dr. Conti on being named as the Massachusetts Superintendent of the Year, complimented Dr. Conti on his leadership skills, noted Burlington schools provide research based education and instruction, the special education program has come a long way but more services are needed at the high school level, the Superintendent is on target with his goals and the Committee is seeing improvement in the areas of budget and fiscal management.

School Building Needs - Discussion & Approval

Dr. Conti recommended to the Committee that a Statement of Interest for the renovation of BHS be submitted one more time for the April 2019 deadline and then to work with the town

⁴ FY20 Requested Staff Positions
⁵ District Enrollment
⁶ NESDEC Projected Enrollment
⁷ Mid-Cycle Goals Progress Report
to decide what school project is next. School Committee comments: there is not enough
time to submit another project; input, research, and discussion is needed with the community,
parents, and School Committee on what the next elementary project should be and then an
elementary Statement of Interest can be submitted in 2020. Members further commented that
meetings will be held with town officials to discuss funding of school renovations without
School Building Authority funding/reimbursement, Fox Hill & Pine Glen are over 50 years
old, the high school is over 40 years old, and all options for elementary space need to be
researched including a very large elementary school on the Fox Hill property.

Mr. Nelson read the following: Resolved: Having convened in an open meeting on February
26, 2019 prior to the SOI submission closing date, the School Committee of Burlington, in
accordance with its charter, by-laws, and ordinances, has voted to authorize the
Superintendent to submit to the Massachusetts School Building Authority the Statement of
Interest Form dated April 3, 2019 for the Burlington High School located at 123 Cambridge
Street, Burlington, MA which describes and explains the following deficiencies and the
priority categories for which an application may be submitted to the Massachusetts School
Building Authority in the future. Priority #3, Prevention of the loss of accreditation; Priority
#5, Replacement, renovation or modernization of school facility systems, such as roofs,
windows, boilers, heating and ventilation systems, to increase energy conservation and
decrease energy related costs in a school facility; and Priority #7, Replacement of or addition
to obsolete buildings in order to provide for a full range of programs consistent with state and
approved local requirements. The specific project will update classrooms and replace science
labs to be a more effective learning environment, replace aged out heating and
ventilation/cooling equipment that is original construction (1971), replace interior building
components (Lockers, Lighting, Fire Alarm, etc.) and provide updated security
improvements which will extend the life of the existing facility; and hereby further
specifically acknowledges that by submitting this Statement of Interest Form, the
Massachusetts School Building Authority in no way guarantees the acceptance or the
approval of an application, the awarding of a grant or any other funding commitment from
the Massachusetts School Building Authority or commits the City/Town/Regional School
District to filing an application for funding with the Massachusetts School Building
Authority. Moved by Mr. Nelson and seconded by Mrs. Monaco to authorize the
Superintendent to submit a statement of interest for Burlington High School; motion carried
5-0-0.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

Chairman Russo announced that the Committee had a need for executive session and made
the following statement: Executive Session – MGL c 30A, Section 21(a): Subsection 7 – For
the purpose of complying with any general or special law, specifically GL c 214, Section 1B
– Right to Privacy; and GL c 12A, Section 9 and to discuss: approval of minutes, contract
negotiations and potential litigation. The School Committee will only return to public
session for the purpose of adjournment. Moved by Mr. Murphy and seconded by Mrs.
Monaco at 10:00 p.m. to enter executive session. Mrs. Monaco, aye; Mrs. Russo, aye; Mr.
Nelson, aye; Mr. Murphy, aye; Ms. Simon. Motion carried 5-0-0.

ADJOURNMENT

Moved by Mr. Murphy and seconded by Mr. Nelson at 11:00 p.m. to adjourn the meeting.
Motion carried 5-0-0.

Respectfully submitted,

[Signature]
Sharon Gilbert
Recording Secretary

Date submitted: 3/26/19
Date approved: 3/26/19