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

AGENDA*

1. Approval of Minutes 2/26/19 and 3/13/19
2. Public Participation
3. Information/Reports
   a). Student Representative
   b). Subcommittee Reports
   c). Ways/Means
4. Instruction/Technology (7:15 – 7:20 estimated time)
   a). DECA Success
5. Communication
6. Old Business (7:20 – 7:30 estimate time)
   a). BHS Planning for Success – Second Reading
7. New Business (7:30 estimated time)
   a). BECC Planning for Success – First Reading
   b). MSMS Planning for Success – First Reading
   c). Warrant Articles - Approval
   d). Out-of-State Staff Travel – Approval
   e). FY20 Draft Budget – BECC, Marshall Simonds, Special Education, Accommodated
8. Public Participation
9. 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 9
   b). Approval of Executive Minutes of 2/26/19 and Review of Executive Minutes
10. Adjournment

*Agenda subject to change
Vice Chairman Martha Simon 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: Mr. Stephen Nelson, Mr. Thomas F. Murphy, Jr., Mrs. Christine Monaco and Chairman Russo (7:30 p.m. arrival). Superintendent Eric Conti, Asst. Superintendent Patrick Larkin, Business Manager Nichole Coscia, and Director of Operations Bob Cunha also present.

APPROVAL OF 2/26/19 & 3/13/19 MINUTES
Moved by Mr. Nelson and seconded by Mr. Murphy to approve the minutes of 2/26/19 and 3/13/19; motion carried 4-0-0.

Moment of Silence
A moment of silence was held in observation of the recent passing of Nancy Hofferty and condolences were offered to her family.

PUBLIC PARTICIPATION
None.

INFORMATION/REPORTS
Student Representative
Riya Kamani reported on upcoming high school events, the spring musical Mamma Mia and explained that May 23 will be the last day for seniors.

Subcommittee Reports
The Superintendent stated that the FY20 school budget public hearing has been rescheduled to April 9 and there will be no special School Committee meeting on April 2. Mr. Nelson reported he and Mr. Murphy had met with the subcommittee, they need a little more information around staff retirement for more solid numbers for the April 9 meeting. He further thanked the Ways & Means subcommittee for their work with the school department.

Ways/Means
Members in attendance: Sue Harrigan, John Iler, Jaya Voruganti, Nick Priest (8:45 p.m. arrival) and Diane Creedon.

INSTRUCTION/TECHNOLOGY
DECA Success
Mr. Larkin stated that the BHS DECA club brought 50 members to the State Competition, finished with their best performance to date and will proceed on to the DECA International Competition and Conference in Florida in April.

COMMUNICATION
Mr. Larkin reported that there was a power surge at BHS just prior to the start of the first online MCAS test but they were able to administer the test; it just started a little later than planned.

Mr. Larkin, Ms. Simon, teachers Ms. Crossman and Ms. Janovitz and 20 BHS students went to the Islamic Center prior to the start of prayer services on Friday as a show of community support.

OLD BUSINESS
BHS Planning for Success – Second Reading
At the March 12 meeting, Principal Sullivan reviewed the high school’s Planning for Success document. Moved by Mr. Nelson and seconded by Mrs. Monaco to approve the BHS Planning for Success; motion carried 4-0-0.

NEW BUSINESS
BECC Planning for Success – First Reading
Chairman Russo arrived. Director Deborah Clark reviewed the Burlington Early Childhood Center Planning for Success document and progress on the four major goals: engaged learning, relationships, communication, and facilities/operations. As only one inclusion classroom will be needed next year, they will be adding a second pre-K student classroom. In response to Mr. Nelson, Ms. Clark explained there currently is a waiting list of 20-25 students for the morning class only. The Committee thanked and commended Ms. Clark.

MSMS Planning for Success – First Reading
Principal Cari Perchase and Assistant Principal Josh Murphy were in attendance to present the middle school Planning for Success document. Ms. Perchase informed the Committee on the middle school progress on the four major goals. She explained to the Committee they are in the process of creating a new master schedule, will include fewer student pull outs (i.e. music), will increase lunch break from the current 20 minutes, and build in some transition time between classes. It will be then reviewed by faculty, families, and then formally presented to the School Committee. They will be implementing new science and social studies curriculums. They will restructure the life skills program, implement a newly established language based learning disability program, and develop a program to support autistic students. Ms. Perchase plans to increase the use of the electronic grade book by all faculty. In the area of student safety, the will establish a school based safety team, create a protocol for training substitute teachers on emergency procedures, and will
develop/implement lessons to teach students about emergency protocols. The School Committee thanked Ms. Perchase, informed her that she is doing good work after the retirement of a long time leadership team as well as commending her for taking on the large task of changing the middle school master schedule. The Committee also welcomed and congratulated Mr. Murphy on his new assistant principal position.

FY20 Draft Budget Accommodated - BECC

By consensus, these agenda items were taken out of order. Ms. Coscia distributed FY20 Accommodated Accounts Budget¹. There are no new staff being requested for the preschool. Expenses for the preschool are level funded at $596,136. Their overall budget is up 2.99% to $2,795,358 an increase of $81,258. Ms. Simon suggested exploring another water source that’s more environmentally friendly than bottled water. Mr. Cunha explained that sinks in the preschool are for hand washing only and not for drinking. The Committee congratulated Ms. Clark for providing a nurturing program and a great first experience with Burlington schools.

MSMS

Principal Perchase stated that the middle school is requesting a 4.44% increase of $4,949 for a total of $116,495 (page 46). The middle school staffing request is for an additional instructional assistant for the Bridge program, a .4 math coach, the reinstatement of an assistant principal, and a .4 music position.

Special Education

Special Education Director Mary Houde stated that the operating budget request (page 151) is level funded at $407,510. The Out of District budget request is up .51% an increase of $19,597 to $6,270,757. In response to Mrs. Monaco, Ms. Houde replied that $30,000 is a reasonable amount to estimate for legal special education expenses for the year. Ms. Houde explained that they are proposing to create an in-district special ed program for students heading to the high school which will provide both academic skills but also will include job training and life skills. This proposed program would be a generally separate program from the high school, which will require a teacher and instructional assistant for a total of $98,000. In response to Mrs. Monaco, Ms. Houde replied that current in-district programs exist at Francis Wyman for an elementary language based program, a life skills program for middle school students and high school students go to an out-of-district school. Ways & Means member Ms. Creedon commented that she was excited to hear about the proposed high school program and thanked Ms. Houde for her generosity in providing her time to the Ways & Means subcommittee. Nick Priest arrived at 8:45 p.m.

Warrant Articles - Approval

Dr. Conti informed the Committee that the Buildings & Grounds rental account did not have enough funds available to support the student summer custodians due to the discontinuation of the BayPath lease agreement. Last year 40 summer custodians were employed for a total of $125,000. The School Committee discussed at length the proposed 18 warrant articles² and the proposed amounts for each project to arrive at a total of $1.4 million. Some comments included: not having the school buildings clean and ready for school opening in August, continuation of the summer custodian program, the need to look at building rental funds, the possibility of delaying painting projects, the importance of having school buildings thoroughly cleaned over the summer, possibility of hiring fewer student custodians, concern with the school’s budget being too tight for the past few years. In response to Mrs. Monaco, Ms. Coscia stated there will be $23,000 remaining in the building rentals account in June. Mrs. Monaco then suggested that the Committee submit warrant articles over the $1.4 million allotment, ask the town for the extra money, or a warrant article could be eliminated/reduced during May town meeting; after discussion, the Committee concurred with. Ways & Means member Sue Harrigan suggested that the Committee ask the town for a larger than $1.4 million dollar amount for warrant articles.

Moved by Mr. Nelson and seconded by Mr. Murphy to submit article 20-01 BHS HVAC Design & Engineering for $100,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco submit article 20-02 Marshall Simonds Boiler Repair for $125,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-03 CS4All Computer Science For All for $200,000 motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-04 District Wide Walkie Talkie System for $105,000; motion carried 5-0-0. Moved by Mr. Nelson and

¹ FY20 Accommodated Accounts Budget
² FY20 Capital Warrant Articles
seconded by Mrs. Monaco to submit article 20-05 Pine Glen Sewer Pumps for $14,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-06 Project Adventure Course for $116,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-07 Pine Glen Room Renovation for $40,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-08 Fox Hill Room Renovation for $25,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-09 Francis Wyman bathrooms for $140,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-10 Francis Wyman Air Conditioning for $225,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-11 BHS Floor replacement for $50,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-12 BHS Arts Computer Lab for $33,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-13 MSMS Cafeteria Tables for $65,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-14 Francis Wyman Library Furniture for $82,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to approve article 20-15 Memorial Interior Painting for $40,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-16 Marshall Simonds Interior Painting for $40,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-17 Seasonal Employees for $125,000; motion carried 5-0-0. Moved by Mr. Nelson and seconded by Mrs. Monaco to submit article 20-18 Community Custodial Services for $44,753.10; motion carried 5-0-0.

A general discussion followed with comments from the School Committee: concern with growing student enrollments, not being able to hire needed staff, the need to be assigned larger budget guideline increases, loss of school building rental income (BayPath), the need to have clean and well maintained school buildings, state mandates that need to be followed and funded by the schools that the town government does not have, and the increase of ELL students with specialized needs.

Dr. Conti distributed a table showing current elementary student enrollment3 and reviewed the number of students in each grade at each of the four elementary schools. Currently there are 95 elementary classroom teachers which based on student enrollment, will be all be needed next year. The Committee made comments of concern regarding class sizes of 21 students and equity across the 4 elementary schools. Mr. Nelson requested that a list of requested FY20 staff positions be emailed to the School Committee.

The Superintendent informed the Committee that Mr. Cunha had attended the Board of Selectman meeting on Monday and they supported the submittal of a Statement of Interest for BHS.

Out-of-State Staff Travel – Approval

Moved by Mr. Nelson and seconded by Mr. Murphy to approve out-of-state travel for Andrew Mullen to Michigan State University on June 15-25; motion carried 5-0-0.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

Chairman Russo announced the Committee had a need for executive session and then stated 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 for the approval and review of executive minutes. Moved by Mrs. Monaco and seconded by Mr. Murphy to enter executive session at 10:05 p.m. Mr. Murphy, aye; Mr. Nelson, aye; Ms. Simon, aye; Mrs. Monaco, aye; Mrs. Russo, aye. Motion carried 5-0-0.

ADJOURNMENT

Moved by Mr. Murphy and seconded by Mrs. Monaco at 11:30 p.m. to adjourn the meeting. Motion carried 5-0-0.

Date submitted: 4/23/19
Date approved: 4/23/19

3 Elementary Enrollment