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BURLINGTON

■■■■■■■■■■ PUBLIC SCHOOLS



SCHOOL COMMITTEE MEETING MINUTES

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DATE: Tuesday, July 18, 2023

TIME: 7:00 pm

LOCATION: 123 Cambridge Street, Burlington, MA 01803
Administrative Offices, School Committee Room

ATTENDEES

MEMBER(S) PRESENT: Chair Ms. Martha Simon, Mr. Jeremy Brooks, Ms. Chris Monaco, Ms. Katherine Bond, Superintendent Dr. Eric Conti, Assistant Superintendent Dr. Lisa Chen, Director of Operations Mr. Bob Cunha

MEMBER(S) REMOTE: Finance Director Ms. Nichole Coscia

MEMBER(S) ABSENT: Vice Chair Ms. Melissa Massardo

GUEST(S) PRESENT: Ways and Means Mr. Steve Morin

GUEST(S) REMOTE: None

PUBLIC PRESENT: None

PUBLIC PARTICIPATION REMOTE: Burlington resident Ms. Nicci Kadilak

CALL TO ORDER

Chair Simon called the meeting to order at 7:00 p.m., and read the following statement: The public can also access this meeting via WebEx Technology. The Burlington School Committee will hear public comment in person and virtually. Meetings are also broadcast live on Burlington Cable Access TV (BCAT) as usual. Chair Simon reminded participants that comments and statements are limited to 3 minutes each. Meeting Access Code: Meeting number (access code): 2339 481 0640| Password: Tuesday.

EQUITY STATEMENT

Educational equity means **that every child belongs and receives whatever support he/she/they need to develop his/her/their full academic, emotional, and social potential to learn and thrive every day.** This begins with kindness and valuing the humanity of every child or individual.

APPROVAL of WARRANT

Ms. Monaco made a motion to approve the warrant as submitted; seconded by Ms. Bond.

Ms. Monaco - aye, Mr. Brooks – aye, Ms. Bond – aye, Ms. Simon – aye.

Motion Carried 4:0:0.

APPROVAL OF MINUTES

Ms. Monaco made a motion to approve the meeting minutes of 6/26/23; seconded by Ms. Bond.

Ms. Monaco - aye, Mr. Brooks – aye, Ms. Bond – aye, Ms. Simon – aye.

Motion Carried 4:0:0.

PUBLIC PARTICIPATION

Ms. Kadilak stated that she is excited that Dr. Lisa Chen has officially started. Ms. Kadilak mentioned that Dr. Conti wanted to wait for Dr. Chen to start prior to posting the position for the DEI Director and requested an update on this posting by the next School Committee meeting.

INFORMATION / REPORTS

Subcommittee Reports

Ms. Bond stated the Transportation Committee meeting is scheduled for July 28th.

Mr. Brooks reported that the Recreation Committee voted to make the month of July "Recreation Month" in the town of Burlington.

Ways & Means

No report.

Mr. Morin asked for the end of the year cafeteria results from Whitsons Food Service.

Ms. Coscia will have the Whitsons end of the year cafeteria results for Mr. Morin and the School Committee by the next meeting on 8/22/23.

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Other Announcements

Ms. Monaco informed the committee of three Burlington community members, who sadly passed away. There was a moment of silence for Mr. William "Bill" Boudreau, Ms. Susmita "Sutu" Ford and Mr. Phil Young.

LEARNING, EQUITY, THR1IVING

MASC Policies Sections E – 2nd Reading

Dr. Conti stated Policies Sections E is a second reading. Discussion was as follows:

EBCFA Face Coverings is no longer needed can be eliminated;

EBCG Policy on Reporting Alleged Abduction Attempts – will keep for now and flag for future review;

EC Buildings and Grounds Management – remove it but flag for future review;

ECA Building and Grounds Security – keep policy for now and flag it to be reviewed by the end of this calendar year. This will be in conjunction with the Recreation Department via Mr. Brooks. Dr. Conti will check with Mr. Klein regarding the position title to be inserted on the last page of this policy;

ECB Building Grounds Records and Reports – this policy is out of date eliminate it;

EEAEA Bus Driver Examination and Training – adopt this MASC version with the addition of wording, "or designee" following "the district";

EEAEB Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – adopt this MASC policy; (Eric - changes in language);

EEAA Walkers and Riders – do not adopt this MASC policy but flag it for future review;

EFC Free and Reduced Price Food Services – adopt this MASC policy;

EEAJ Regulation on Motor Vehicle Idling on School Grounds – keep this policy.

Motion was made by Ms. Monaco to approve Policies Section E, with the changes stated; seconded by Mr. Brooks.

Ms. Monaco - aye, Mr. Brooks – aye, Ms. Bond – aye, Ms. Simon – aye.

Motion Carried 4:0:0.

MASC Policies Sections F – 2nd Reading

Dr. Conti discussed Policies Sections F, as a second reading. Discussion was as follows:

FFA Memorials – this is a MASC policy and Burlington will not adopt it;

FB Facilities Planning – eliminate this policy but flag it for future review.

Motion was made by Ms. Monaco to approve Policies Section F, with the exception of eliminating FB; seconded by Ms. Bond.

Ms. Monaco - aye, Mr. Brooks – aye, Ms. Bond – aye, Ms. Simon – aye.

Motion Carried 4:0:0.

MASC Policies Sections G - 1st Reading

Dr. Conti suggested that the committee review sections G & H, as a first reading. Discussion was as follows:

GBEBD On-line Fundraising and Solicitation - Ms. Simon asked Ms. Coscia for her opinion on whether this policy is helpful;

GBED Tobacco Use on School Property by Staff Members Prohibited – do not need to include students in this policy as it is illegal for minors to use tobacco;

GBGE Domestic Leave Policy – discussion ensued relative to the forms that are attached to the policy and whether attachments need to be in the Policy Manual;

GBK – Ms. Simon asked the committee to review the sentence in this policy that reads, "this complaint procedure should be made in the presence of the administrator who made the ruling" to decide whether this sentence needs to be included in this policy;

GCO Evaluation of Professional Staff – Ms. Simon wanted to be sure this policy does not conflict with contracts;

GCA & GCBB – Ms. Simon wants Dr. Conti's perspective and/or preference on these policies;

GCIBA – Out of State Faculty Travel - Ms. Simon does not believe this policy is needed because they are addressed in other policies;

GCO Evaluation - Ms. Simon wanted Dr. Conti to check whether this policy conflicts with the SC contract;

GCRD Tutoring for Pay – discussion ensued relative to the wording, "private tutoring business" and whether it should say "private tutoring business" or "private tutoring", in the buildings.

GDO Evaluation of Support Staff – this policy does not specify who is doing the evaluations.

GBI – Ms. Simon asked Dr. Conti to ask Mr. Kline to review this policy for specific language regarding political activities. In addition, Ms. Simon wants a separate policy for social media.

MASC Policies Sections H - 1st Reading

Ms. Simon asked the committee to think carefully about Section H because it is about negotiations. Ms. Simon stated there is a suggested opinion about a combination and asked Dr. Conti to specify what this combination means.

Dr. Chen's Entry Plan

Dr. Chen stated she is very happy to be here and thanked the School Committee for the opportunity to work in Burlington. Dr. Chen's entry plan contains three broad goals:

- Goal 1: Relationships and Communication. To cultivate trusting and collaborative working relationships and to gain a deeper understanding of the perspectives of Burlington Public Schools and the community by having open, honest, and meaningful conversations with internal and external stakeholders.
- Goal 2: Student Success. To ensure an effective, efficient, and orderly transition of leadership with the focus on increased student achievement and learning for every student.
- Goal 3: Organizational Alignment and Capacity. To increase organizational effectiveness, efficiency, and operational accountability to ensure high performance and support to schools.

Dr. Conti stated Dr. Chen's entry plan is posted on the district's website.

Equity Audit Status Update

Dr. Conti reported that Ms. Casna, who is the primary auditor, is close to being finished with the Equity Audit. Dr. Conti stated he has been in daily communication with her as things come up and need clarification. Dr. Conti confirmed he does not have the full report, yet, and reviewed the data gathered thus far, which will be put on the district's website.

Transportation update

Dr. Conti stated that Mr. Cunha sent a survey out to parents to find out who plans to use the bus next school year. This survey was an attempt to define the bus stops and the routes earlier this year.

Mr. Cunha confirmed the survey went out and discussed the number of students that will be taking the bus. Mr. Cunha stated the bus routes will be posted on the website by August 23rd, one week prior to the start of school. The Transportation Subcommittee meeting is scheduled to meet on July 28th.

Ms. Coscia informed the committee that the Transportation RFP will go in the Fall, mid-October at the latest, and she will be attending the Transportation Subcommittee meetings to determine what the Transportation Subcommittee wants included in the bid. Ms. Coscia reported that the bid to hire an OPM for the high school project will also be advertised in the Fall. Lastly, that the deadline for vendors to submit bids for Food Service RFP is next week.

FACILITIES / FINANCE

Fox Hill School Building Committee Update

Mr. Cunha stated the PDP was submitted and he is waiting for a response from the MSBA. The next FHBC meeting is August 1st at 6 p.m.

BHS Building Committee – 1st Reading

Mr. Cunha shared the list of BHS Building Committee members and informed the committee that there are voting members have not yet been finalized. He confirmed that the Chair is Ms. Katherine Bond and the Vice Chair is Ms. Martha Simon. Mr. Cunha stated that Mr. Mark Sullivan recommended two students to be on this committee, a parent and a few staff members. Mr. Cunha noted that it may be difficult to communicate with the students via the public school email but that will be worked on when the OPM is hired. Mr. Cunha read the members of this committee from the list, as a first reading.

Pine Glen Update

No updates at this time.

Summer Projects

Mr. Cunha reported on the following summer projects:

- A bid has gone out to repair the large air conditioning unit at the middle school and bids are due back on 7/20/23. In the meantime, 28 portable a/c units plus fans were installed in the middle school.
- The DPW is replacing sidewalks in front of the Pine Glen school, which required the district to remove four dead trees that impinged on the sidewalk.
- The BECC bathrooms are now under construction and should be completed by the start of school.
- Expansion of the offices is underway in the lower Library at BHS; walls are being painted and carpets replaced.

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- The grease trap work at Francis Wyman has begun.
- The footings were poured last week for the MSMS Scoreboard.
- Additional site surveys are happening, which may require going out to bid. Which project? which building?
- The Pine Glen instructional space is on hold for now while the summer projects are taking place.
- The soffit work at Pine Glen needs to go out to bid and Mr. Cunha will have further information about this at the next meeting.

ADJOURNMENT

Motion was made by Ms. Monaco to adjourn at 8:55 p.m.; seconded by Ms. Bond.

Ms. Monaco - aye, Mr. Brooks – aye, Ms. Bond – aye, Ms. Simon – aye.

Motion Carried 4:0:0.

SUBMITTED

Respectfully,
Marianne Fabbri
Recording Secretary

Date Submitted: 8/22/23

Date Approved: 8/22/23