

**EASTON PUBLIC SCHOOLS  
EASTON, MA**

**Minutes of School Committee meeting, July 16, 2009**, Moreau Hall Library, convened at 7:03 p.m. Present: Caroline O'Neill, Dawn Boynton, Colleen Less, Rebecca Turley, and Dr. Michael Green. Jane Martin was not present at the start of the meeting.

**PUBLIC PARTICIPATION:**

None.

**MINUTES:**

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 4-0 vote, the Minutes of 5/21/09 were approved.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 4-0 vote, the Minutes of 6/11/09 were approved.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 4-0 vote, the Workshop Minutes of 6/8/09 were approved.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 4-0 vote, the Workshop Minutes of 6/17/09 were approved.

**OLD BUSINESS:  
Schedule of Payments:**

Circulated for signatures.

**Update on Stadium and Fields Project:**

Dr. Green remarked on the great deal of work that has been done on the stadium. He reported that the turf field has been installed and is complete. In addition, the fencing has been completed with the exception of the gates, which should be in place this week. The handicapped lift is being installed this week. Due to the rain over the past month the track surfacing was delayed a bit. The surfacing work is now taking place, which is a two-week project, and ends with the painting of the track lines. Dr. Green stated that the project is moving along very well, and it is anticipated that the completion will be on schedule on or prior to August 1<sup>st</sup>.

**Update on Stadium and Fields Project(continued):**

Chair O'Neill asked what the fencing was made of to which Dr. Green replied that it is rubber-coated to withstand the outdoor elements.

**NEW BUSINESS:**

**Appointments:**

None.

**Retirements:**

The Chair read the retirement letter submitted by Bruce Field, Social Studies Teacher at Oliver Ames High School effectively immediately.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 4-0 vote, the Committee accepted with regret the retirement of Bruce Field.

Dr. Green interjected that Bruce began his career in Easton in 1987 at the high school, then went to the junior high, and returned to the high school where he finished up his career.

**Resignations:**

Dr. Green informed the Committee of the resignation he had accepted of Christine Hochstein, Spanish Teacher at Easton Middle School, effectively immediately. He remarked that Christine was a good teacher, was part of the Grade 7 Orange Team, and was very active on many committees in that building.

**Rental Facilities Policy (1<sup>st</sup> Reading):**

Dr. Green had included in the Committee's packets a copy of the Rental of Facilities Policy, which is before the members this evening for a first reading. He stated that a sub-committee of the School Committee had been formed. Vice Chair Boynton and Mrs. Turley headed up this committee of building administrators, department heads, and central office staff to put the document together. This will be used for the rental of the Performing Arts Center at the high school, the gymnasium space, the EMS auditorium, as well as other spaces in the other school buildings.

**Rental Facilities Policy (1<sup>st</sup> Reading)(continued):**

Dr. Green said this first draft for the First Reading contains the procedures, regulations and conditions of use along with proposed rates, release forms and indemnification agreement. He pointed out that there are two rate sheets, one of which is green. The green sheet reflects a few minor changes for the Committee's consideration. Dr. Green suggested to the members that if they have any changes or modifications to please let him know. This item will be back on the agenda for a second reading at the August 27<sup>th</sup> meeting.

Chair O'Neill remarked that the committee worked very hard to develop this policy and that a great deal of research went into it. She added that we want to be certain that we have sufficient funds to maintain the areas of these new buildings.

Dr. Green said this is timely to do, as there are already organizations seeking to use these facilities.

Mrs. Less wanted to be assured that the first use of the above mentioned facilities is for the students of Easton and that this is first and foremost an educational setting. She added that we want to maintain these facilities to look the same as they do today.

Mrs. Martin arrived at this juncture.

**Curricular Presentation/Approval:  
Chemistry I & Applied Chemistry Grade 11  
and Chemistry II Grade 12:**

Dr. Green provided brief remarks as a lead in to the curricular presentation this evening. He said that it has been a commitment of the Committee to maintain our curriculum. The Superintendent pointed out that during the past two years, seven curricular have been approved. In addition, all of these documents are aligned with the curriculum frameworks.

Allen Duarte made introductory comments before turning the presentation over to Elaine Clement-Holbrook and Maria Annunziato. He stated that all of these documents contain the Easton Public Schools' Philosophy and Vision with the high schools' Mission Statement and Expectations, and also the Science Department's Philosophy. Allen gave credit to Nancy Curtin and Linda Schelicher for the writing of these documents and applauded the entire committee for their commitment to this task.

**Curricular Presentation/Approval:  
Chemistry I & Applied Chemistry Grade 11  
and Chemistry II Grade 12(continued):**

Lainie and Maria provided a short overview of each of the documents. The two teachers are very proud with the number of students enrolling in two or three of the science classes.

A discussion took place. All the members remarked on how well these documents were developed and how impressive they all are.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 5-0 vote, the Chemistry Grade 11 document was approved.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 5-0 vote, the Applied Chemistry Grade 11 was approved.

On a motion by Mrs. Less, seconded by Vice Chair Boynton, and with a 5-0 vote, the Chemistry II Grade 12 was approved.

The Committee thanked Allen, Lainie, Maria and the members of the Committee for their tremendous contributions.

Allen stated that this was the second major project over the past 18-19 months and remarked on what a wonderful group they have been to work with.

**Update on Non-Geographic Student Placement Process:**

Dr. Green reported that he and Mr. Duarte have met with the principals several times over the past few months as the planning work continues on the implementation of the Non-Geographic Student Placement Process. He took the Committee through some of the steps that have taken place:

- An information sheet was distributed to staff in early June which provided background information including the details of the School Committee vote regarding the implementation of the new Student Placement Process and asked for staff input.

**Update on Non-Geographic Student Placement Process(continued):**

- The Administrative Team spent the whole day on June 25<sup>th</sup> and:
  - Reviewed and discussed the staff input for the purpose of identifying possible information to include as part of the action points in the Student Placement Implementation Plan.
  - Put together an Action Plan Template that includes specific action and target dates.

Dr. Green provided examples of the Action Plan:

- ✓ Dissemination of information to parents regarding the plan development and implementation.
- ✓ Scheduling of meetings between psychologists, classroom teachers, specialists, counselors and others.
- ✓ Coordination by staff, PACs, and School Councils to assess, modify, and pilot collaborative activities between Olmsted and Richardson.

As the committee moves forward with their task, the template will continue to be updated.

Dr. Green reported that there is a sub-group meeting scheduled for July 23<sup>rd</sup> to review/update the placement cards, parent input forms, and parent letters, which will inform them of the new placement procedures. He added that the Administrative Team is scheduled to meet again on August 5<sup>th</sup>. The team is pleased with the progress that has been made to attain their goal, which is to effectively implement a Grade 2 to Grade 3 Non-Geographic Placement Procedure for the September 2010 school opening.

Mrs. Less asked what the timeframe is for the procedure to be completed.

Dr. Green replied the completion will be in November to meet the Committee's request. He said that the team wants to keep ahead of the task.

Chair O'Neill spoke that she was very impressed with what has been done.

The Committee thanked Dr. Green for the detailed update.

**Cafeteria Prices for 2009-2010:**

Dr. Green stated that this is an annual agenda item for the July meeting. He provided the Committee with the recommended food prices for 2009-2010 and the comparison prices for the past 4 years. He is recommending that there be no increase in food prices for this school year.

On a motion by Mrs. Less, seconded by Mrs. Martin, and with a 5-0 vote, the Committee accepted Dr. Green's recommendation that the food prices for 2009-2010 remain the same as last year.

**Location of Future School Committee Meetings:**

Vice Chair Boynton suggested that the future School Committee Meetings be held at the new William J. Simmons Lecture Hall at OAHS.

On a motion by Mrs. Martin, seconded by Mrs. Turley, and with a 5-0 vote, the Committee voted to move the future School Committee Meetings to the William J. Simmons Lecture Hall at OAHS.

**ADMINISTRATIVE REPORTS:**

**Unanticipated Expenses:**

None.

**SUPERINTENDENT'S NOTES:**

None.

**SCHOOL COMMITTEE ISSUES:**

Vice Chair Boynton thanked Moreau Hall for the use of this environment and for their hospitality over the past several years.

Bob Smith remarked that 300 School Committee meetings have been held in the Moreau Hall Library for the past 27 years. He said it has been a pleasure having the Committee meet at Moreau Hall. Bob hoped that the table, which was built specifically for School Committee meetings, will follow the Committee to the Lecture Hall. He remarked that Wes Paul is very excited about having this table transported to the Lecture Hall. Vin Mack will be contacted to see how the table can be dismantled and transported.

**SCHOOL COMMITTEE ISSUES(continued):**

Chair O'Neill congratulated Dr. Green on the completion of his first night in his new role as Superintendent of Schools as we move forward in collaboration.

**EXECUTIVE SESSION:**

On a motion by Mrs. Less, seconded by Mrs. Martin, and with a 5-0 vote, the Committee entered into Executive Session at 7:43 p.m. for the purpose of reviewing the Minutes of 6/11/09 and to discuss contract negotiations through collective bargaining.

**ADJOURNMENT:**

On a motion by Vice Chair Boynton, seconded by Mrs. Martin, and with all members in agreement, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Michael Green, Ed.D.  
Recording Secretary