

*Natick Public Schools
SCHOOL COMMITTEE MEETING MINUTES
August 27, 2018*

The School Committee held a meeting on Monday, August 27, 2018 at 6:15 p.m. in the School Committee Room, third floor, Town Hall. Chair Tabenkin called the meeting to order and took roll call at 6:15 p.m.

Members Present: Matt Brand, Paul Laurent, David Mangan, Donna McKenzie, Lisa Tabenkin

Members absent: Hayley Sonneborn arrived at 6:20 p.m.
Julie McDonough arrived at 6:21 p.m.

Others Present:	Anna Nolin	Interim Superintendent
	Kirk Downing	Interim Assistant Superintendent
	Timothy Luff	Assistant Superintendent
	Peter Gray	Director of Finance
	Sharon Reilly	Recording Secretary

Chair Tabenkin moved for approval for the School Committee to enter into Executive Session:

1. To discuss strategy with respect to litigation (Alexandria Pearson vs Natick Public Schools) and to discuss complaints or charges brought against, a public officer, employee, staff member or individual (open meeting law complaints filed by Mr. Ron Alexander (Reference complaint #'s 191 through 400).
2. To discuss strategy with respect to litigation (Superior Court Civil Action No. 2018-1115 - Corey Spaulding and Karin Sutter V. Town of Natick School Committee, Lisa Tabenkin, in her capacity as Chair of the Natick School Committee, and Anna Nolin, in her capacity as Interim Superintendent of Natick Public Schools)
3. To discuss strategy with respect to litigation (C.D. vs NPS)
4. To discuss strategy with respect to litigation (Alexandria Pearson vs. Natick Public Schools

in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws. Dr. McKenzie seconded. Chair Tabenkin called for a roll call vote. All in favor of entering into Executive Session for this purpose:

Mr. Brand-Yes

Dr. McKenzie - Yes

Mr. Laurent – Yes

Mr. Mangan – Yes

Chair Tabenkin – Yes

It was unanimously approved by a vote of the five members present, 5-0-0.

Chair Tabenkin stated that the School Committee will be returning to open session at approximately 7:15 p.m.

At 7:15 p.m., the Committee returned to open session.

Mr. Jefferson Wood, Teacher Representative joined the meeting at this time.

Public Speak

Chair Tabenkin asked if anyone wished to come forward for Public Speak. Ms. Etleva Hima-Buli came forward to express her thanks and appreciation that an additional bus stop was added to the South Natick Hills neighborhood.

Approval of Out of State Travel – NHS Speech Team

Ms. Sarah Donnelly, NHS Speech Coach, came forward to request approval for members of the NHS Speech Team to travel to Yale University on September 14-16, 2018 to participate in the Yale University Invitational Tournament. Mr. Laurent moved to approve this trip. Ms. Sonneborn seconded. It was unanimously approved.

Kennedy Middle School Building Project Update

Mr. Jim Jordan, Ai3 Architects, came forward and provided an update on the Kennedy Middle School building project. 60% of the Construction Documents (CD) will be submitted to Massachusetts School Building Authority very soon. He provided the following schedule:

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|---|-----------------------------|
| 1. 60% CD Estimate` | August 29, 2018 |
| 2. 60% Estimate Reconciliation | August 29-September 4, 2018 |
| 3. Building Committee Review 60% Submission | September 5, 2018 |
| 4. MSBA 60% CD Submission | September 14-17, 2018 |
| 5. 90% Construction Documents | October 24, 2018 |
| 6. 100% Construction Documents | December 21, 2018 |
| 7. Bidding (Filed sub Bids & GC Bids) | January–March 2019 |
| 8. Substantial Completion Phase 1 | January 21, 2021 |
| 9. Substantial Completion Phase 2 | October 7, 2021 |
| 10. Final Completion (all site work) | July 7, 2022 |

Mr. Jordan provided a summary of meetings held with the Planning Board and Conservation Commission and provided an overview of the solar canopies. An aerial video of what the school campus will look like in its finished state was shown.

Project Based Learning Update

Ms. Grace Magley, Director of Digital Learning, provided an update on work which was done in the district last year pertaining to Project Based Learning and the work which is expected to be done this school year. In addition, Ms. Magley provided an overview of her department, the Office of Digital Learning. She responded to questions from the Committee.

Entry Plan – Dr. Anna Nolin

Dr. Nolin provided the School Committee with copies of her detailed entry plan. The goals of the entry planning process are to:

- Support a positive and effective district climate focused on improving student achievement and closing achievement gaps

- Maintain a rigorous and quality vision for instruction, teaching and learning in traditional, blended and online learning environments that affords students more agency and control over their own learning
- Identify places for increased transparency in our practices in order to further public trust
- Strengthen trust and community engagement by developing strong mechanisms for collaboration and communication for all stakeholders of the Natick Public Schools
- Increase organizational effectiveness, efficiency and resources through comprehensive and clear long-range strategic planning
- Conduct a comprehensive examination of programs, policies and services to identify critical focus areas for strategic planning

Dr. Nolin updated the Committee on the opening day meeting held with all with staff today at Natick High School. The theme for this year is “Relationships Matter”. The guest speaker was a former Natick High School graduate who shared his experience as a learning disabled student in Natick and discussed the positive relationships he formed over the years after a struggle early on in his middle school years. Other guest speakers included parents who shared theirs and their children’s experiences in their dealings with the schools. Much positive feedback of opening day has been received. Dr. Nolin expressed her gratitude to all the speakers who participated in today’s meeting.

Dr. Nolin will present the 2018-2019 district goals at the next meeting.

Enrollment Update

Dr. Nolin provided two enrollment reports for the 2018-2019 school year – one with actual students enrolled and one which included 40 additional students which applications have not yet been completed by the families. These applications may or may not turn into true enrollments as families often begin an application with the intention of residing in Natick.

Ms. McDonough raised a concern with the large classroom sizes for Kindergarten at Brown at 22 or 23. She believes Kindergarten class sizes should be smaller. A discussion took place around the fact that a number of students may be pulled out of those classes for a portion of the day for ELL and special education services. Mr. Luff will follow up on those numbers. Dr. Nolin pointed out that the district has made headway over the years in keeping these numbers to a reasonable level as they were up to sizes of 24 and 25 in previous years. Dr. Nolin stated that a discussion will have to be held if it is the Committee’s wish to lower the threshold of when to add a new classroom, which will impact other areas. Dr. Nolin will provide another update after school starts which should show a clearer picture of the enrollment numbers.

Update on Superintendent Search

Chair Tabenkin reported that she has spent the last couple of weeks gathering information from Marianne Davis, Director of Human Resources and from former School Committee members pertaining to superintendent searches. She will be putting together a timeline to present at either the meeting on September 17 or the meeting of October 1. Dr. McKenzie believes that the first step should be to have a discussion on what we want in a Superintendent. Chair Tabenkin will contact MASC to schedule a future retreat meeting.

Review of Policies

Mr. Luff reviewed with the School Committee drafts of the following policies, highlighting the areas which were redrafted at a Policy Subcommittee meeting held on July 30, 2018:

- Medication Administration in Schools Policy
- Meal Charging Policy
- Student Activity Accounts Policy
- Staff Responsible Use Policy

Mr. Luff pointed out that there is one paragraph that needs to be added to the Medication Administration in Schools Policy which would be item #5 that would read: ***All medications must be clearly labeled and stored in original pharmacy or manufacture labelled containers and in such a manner to render them safe and effective.***

Mr. Mangan pointed out that a word change is needed in the sentence: ***The school district, in conjunction with the School Physician and the School Nurse Leader, may stock, at minimum, 2 doses, nasal naloxone (Narcan)*** – change the word “may” to “will”

Ms. Sonneborn asked Mr. Gray to look to see if there is any way to increase the cap to reload money into the students meal account. It is currently limited to \$125 and a fee is charged for each reload.

These policies will be brought back to the next meeting for the School Committee’s approval.

Warrant Report

Mr. Gray, in accordance with School Committee Procedures, reviewed the following warrants that were reviewed and signed by the School Committee Chairperson during the months of June, July & August:

Warrant Type	Warrant Number	Date Signed	Amount
Accounts Payable	2018-51S	06/18/2018	\$ 385,078.62
Accounts Payable	2018-52S	06/18/2018	\$ 238,169.78
Accounts Payable	2018-56S	07/30/2018	\$ 74,732.32
Accounts Payable	2019-05S	07/30/2018	\$ 333,440.47
Accounts Payable	2019-06S	07/30/2018	\$1,193,197.89
Accounts Payable	2019-08S	08/13/2018	\$ 997,810.11
Payroll	27	7/3/2018	\$7,529,093.52
Payroll	28	7/3/2018	\$ 584,769.68
Payroll	1	7/3/2018	\$ 71,728.12
Payroll	2	7/17/2018	\$ 153,906.73
Payroll	29	7/17/2018	\$ 134,833.35
Payroll	2B	7/24/2018	\$ 6,920.23
Payroll	3	7/31/2018	\$ 382,232.91

If anyone wishes to review the details regarding any of these warrants please feel to contact Mr. Gray.

Approval of Donations

Mr. Gray requested that the School Committee review the following donations:

<u>Source/Donation</u>	<u>Amount/Value</u>	<u>Purpose</u>
Wegman's	less than \$5,000	Back to school backpacks
ReMax and Natick HS PTSO	\$2,500	New student orientation
Memorial Elementary School PTO	\$13,518.88	21 st century classroom furniture

Mr. Luff pointed out that the Wegman's and ReMax items donated are below \$5,000 which would not normally require School Committee approval, however, since the items are printed with the company name on them, they do require the School Committee's approval. Mr. Laurent moved to approve these donations with gratitude. Dr. McKenzie seconded. They were unanimously approved.

Approval of Kennedy Middle School Invoices

Mr. Gray requested that the School Committee approve payment for the following invoices for the Kennedy Middle School Building project. These invoices have been approved by the Kennedy Middle School Building Committee.

Invoice no.	Vendor	\$Amount
CPM 61-18	Compass	12,700.00
0016B-1605.00	Ai3	427,909.14
0008E-1605.00	Ai3	15,706.80
Total		456,315.94

Mr. Mangan moved to approve these invoices as outlined. Mr. Laurent seconded. They were unanimously approved.

Endorsement of Warrant Articles for Fall Town Meeting

Dr. Nolin sought the School Committee's endorsement of the following warrant articles being submitted for Fall Town Meeting:

ARTICLE Capital Equipment (School Superintendent)

To see if the Town will vote to appropriate and raise, borrow or otherwise provide, a sum of money as may be required for capital equipment for the various departments of the Town of Natick; to determine whether this appropriation shall be raised by borrowing or otherwise; or otherwise act thereon.

Emergency Generator – Memorial Elementary School
Natick High School Athletic Field Bleacher Repairs
ADA Accessibility Wheelchair Ramp – Auditorium – Johnson Elementary School

ARTICLE
Legal Settlement
(School Superintendent)

To see if the Town will vote to raise and appropriate, or otherwise provide, the funds necessary to implement the Terms of a Legal Settlement Agreement/litigation outcomes between the Natick Public Schools and pending litigation regarding cases currently before the Massachusetts Court System/Massachusetts Arbitration System.

Mr. Laurent raised a concern that 6-year old bleachers should not have failed. Dr. Nolin indicated that an adequate service contract was not in place. Bolts have slipped causing the bleachers to shift as a result of abuse (student jumping). Dr. Nolin will look into seeing if there is any warranty coverage.

Mr. Laurent moved approval for the School Committee to endorse the submission of these warrant articles. Mr. Brand seconded. They were unanimously approved.

Approval of Minutes

Mr. Laurent moved to approve the School Committee meeting minutes of August 8, 2018 and the Executive Session minutes of August 8, 2018. Dr. McKenzie seconded. They were unanimously approved.

Members Concerns

Dr. Nolin stated that school will be in session this Wednesday despite the fact that some urban schools are either not opening or are releasing early due to the forecasted hot weather. She will be sending out a communication tomorrow on how the district will work collectively to ensure that all students remain safe from the heat and heat-related illness during the school day.

Ms. McDonough raised a concern that as populations of students are shifted to Kennedy, support be provided to the specialists in addition to the team teachers.

At 9:55 p.m., Dr. McKenzie moved to adjourn. Ms. McDonough seconded. It was unanimously approved.

Anna Nolin
Interim Superintendent
Executive Secretary to the School Committee

Sharon Reilly
Recording Secretary

Attest: _____

Documents Provided in Novus Agenda

Out of State Travel Request – NHS Speech Team to Yale University

Warrant Articles for Fall Town Meeting

Memorandum requesting approval of donations

Kennedy Middle School building project invoices to be approved

School Committee meeting minutes of August 8, 2018

Draft Policies – Medication Administration in Schools Policy, Meal Charging Policy, Student Accounts Policy, Staff Responsible Use Policy

Warrant Report – June – August 2018

Interim Superintendent's Entry Plan

Enrollment Update

Agenda and materials used at this meeting can be found here: [Agenda & Materials](#)