

**NATICK PUBLIC SCHOOLS**  
**School Committee Meeting**  
**April 24, 2017**  
**6:30 PM**  
**School Committee Room, 3rd Floor Town Hall**  
**Executive Session at 6:30 p.m. - Regular Meeting at 7:15 p.m.**

**Posted In Accordance with Provisions of M.G.L. Chapter 30A, Sections 18-25**

- Roll Call
- Pledge of Allegiance
- Moment of Silence

<b>PUBLIC SPEAK</b>
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A period not exceeding 15 minutes during which time any individual may voice an opinion or concern on any school-related issue that is not on the agenda. During public speak there will not be an opportunity for debate of issues raised.

<b>ACTION ITEMS</b>
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1. Approval of Out of State Travel - NHS Robotics Team to St. Louis
2. Approval of the Last Day of School for the 2016-2017 School Year
3. Approval of Non-Rep Salary Schedule
4. Discussion and Approval of Subcommittee Assignments
5. Approval of Invoices for Kennedy Middle School Project
6. Reapprove the 2017-2018 School Calendar
7. Approval of School Committee Meeting Minutes - March 6, 2017, March 20, 2017 and April 3, 2017

**Teaching and Learning**

**Chairman's Report**

1. Discussion to Amend the 2017-2018 School Calendar
- Subcommittee/Liaison Updates
- Report on warrants signed
  1. Report on Warrants Signed

**Superintendent's Report**

1. Report on ASAP & Early Risers Program - Megan Cap-Renzi  
**[Click Here for ASAP/Early Risers Presentation](#)**
2. Procedure for Elementary Class Sizes
3. Quarterly Staffing Update

4. Kennedy Middle School Building Project Update

**Correspondence/Information:**

**Members Concerns**

- School Committee
- Teacher Representative
- Student Representative

<b>EXECUTIVE SESSION</b>
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1. Executive Session to discuss salary negotiations for non-representative personnel in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws.

<b>FUTURE MEETING DATES/AGENDA ITEMS</b>
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**May 8** - Hey NHS - Update on Middle School Experience, Middle School Schedule Update, Recognize Meghan Dwyer - Massachusetts MS Teacher of the Year

**May 22** - Elementary Principals Professional Practice Goal-Literacy Instruction, Update from Memorial and Johnson School Principals on their Entry Plans, Homework Procedures, NHS Therapy Dog

*Agenda items will be addressed in an order determined by the chair.*

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**ITEM TITLE:** Approval of Out of State Travel - NHS Robotics Team to St. Louis

**ITEM SUMMARY:**

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**ATTACHMENTS:**

Description	File Name	Type
Out of State Travel Request - NHS Robotics to St. Louis, MO	Robo_Natick_Out_of_State_Travel.pdf	Cover Memo

# **School Sponsored Field Trip Request Form Out of State Travel ONLY**

*Attach itinerary, student lists (if known), hotel information, chaperone sign-off forms, waiver requests, etc. to the completed request form and send to the Principal's office. If you will just be submitting the one request form, you may return it by email.*

*Submit to the principal's office no later than the Wednesday before the Natick High School Committee is to meet. Overseas trip requests must be submitted and also approved in advance of any marketing to the students.*

*The lead teacher or an adult representative from your trip must appear at the School Committee meeting to present the request. You will be notified of the date of this meeting.*

To: Dr. Peter Sanchioni

From Brian Harrigan, NHS Principal

Date: 4/3/17

Re: RoboNatick attendance at the FIRST Robotics World Championship robotics competition.

I would like to request School Committee Approval for the following over night / out-of state trip: RoboNatick Team 3737 trip to the FIRST Robotics World Championship competition in St. Louis, MO

Lead teacher's name: Clark Clements

Group: RoboNatick Natick High School Robotics Team 3737

Destination and also Itinerary: World robotics championship competition in St. Louis, MO. Flying to St. Louis Tuesday April 25<sup>th</sup>, attending the competition through Saturday night, and returning to Natick Sunday morning.

Date of trip: Tuesday April 25<sup>th</sup> through Sunday April 29<sup>th</sup>

Transportation: Airline flights

Method of payment (fundraising, etc.): Fund-raising and families paying expenses

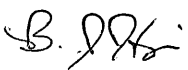
Names of chaperones: Clark Clements (faculty) and six parents

Estimated Cost of trip per student: \$980 for hotel room and flights

Please state the purpose of this trip: To compete in the World Championship competition as culmination of hundreds of hours of engineering work by some of our brightest and most responsible students.

I support this request and thank you for your consideration.

Sincerely,



Brian Harrigan  
Principal

☒ I have attached all relevant forms necessary to submit this request.

# Natick High School

## Field Trip Waiver Request

*(Please submit no later than two weeks in advance of the intended trip)*

I am requesting a waiver of the **FIELD TRIP** policy for my trip

Date of field trip: April 25<sup>th</sup> through April 29<sup>th</sup>, 2017

To: FIRST Robotics World Championship Competition in St. Louis, MO

From: Natick High School

**The specific aspect of the policy for which I am requesting is:**

☐ Student Drivers (state reasons why and indicate result if waiver is denied)

☐ Parent/Teacher Drivers (state reasons why and indicate result if waiver is denied)

☐ Back-up Vehicle (state reason why and what you would do if an emergency occurred involving one or more students. Indicate result if waiver is denied)

☐ Number of Chaperones in a situation where there should be twelve (12) students per adult chaperone.

☒ Other: Waiver of applying four-weeks before the event. The Regional Championship was just held on March 17<sup>th</sup>, and it has taken us several weeks to figure out if we could go, how to get there, and how to pay for the trip.

☒ Approved

☐ Denied

Date:

4/6/17

Signature of Principal/Designee:

B. J. [Signature]

Members of RoboNatick Team 3737 attending the  
FIRST Robotics World Championship Competition in St.  
Louis, MO, April 25<sup>th</sup>-29<sup>th</sup>, 2017

<u>Last Name</u>	<u>First Name</u>	<u>Grade</u>
Azaria	Amy	12
Bennett	Makiah	11
Cohen	Sam	12
Gerovitch	Albert	12
Jennings	Ben	10
Johnson	Rebecca	9
Maloyan	Joseph	11
Maule	Sean	11
Saxena	Siddhant	9
Tumang	Katie	12
Wheeler	John	12
Zeqo	Peter	12

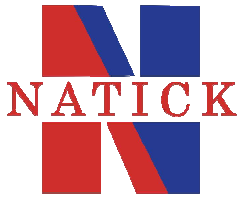
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**ITEM TITLE:** Approval of the Last Day of School for the 2016-2017 School Year  
**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Final School Day Memo 2016-2017	Final_Day_for_School_Year_2016-2017.doc	Cover Memo



Natick Public Schools  
Central Office

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Dr. Peter Sanchioni, Superintendent

Dr. Anna Nolin, Assistant Superintendent for Teaching, Learning & Innovation

Timothy Luff, Assistant Superintendent for Student Services

## Memorandum

**To:** Members of the School Committee

**From:** Peter Sanchioni

**Date:** April 19, 2017

**Subj:** To Approve the Final Day of School for the 2016-2017 School Year

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Since the system lost 3 school days as a result of inclement weather as of this date, the last day of school for students and professional staff will be **Tuesday, June 20, 2017** (early release). This date provides for the completion of the required 180-day school year for students and the 183-day year for the professional staff.

I recommend that the School Committee approve this date.

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*Natick Public Schools does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation or disability.*

**Natick Schools Central Office:**

13 East Central Street  
Natick MA 01760

<http://www.natickps.org>

508•647•6500 (phone)

508•647•6506 (fax)

[www.facebook.com/natickps](http://www.facebook.com/natickps)



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**ITEM TITLE:**       Approval of Non-Rep Salary Schedule  
**ITEM SUMMARY:**

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**ITEM TITLE:** Discussion and Approval of Subcommittee Assignments

**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Subcommittee Assignments	APRIL_2017- 2018_SUBCOMMITTEE_ASSIGNMENTS.doc	Cover Memo

**SCHOOL COMMITTEE SUBCOMMITTEE ASSIGNMENTS****April 2017 to March 28, 2018**

	<b>Entity</b>	<b>Permanent Appointments</b>	<b>SC Members</b>	<b>Alternate(s)</b>
<b>Collective Bargaining Committees</b>				
	Cafeteria	Director of HR	Reed, <b>TBD</b> , Laurent	
	EAN ABC	Director of HR, Superintendent, Chair & two other SC Members	<b>TBD, TBD</b> Tabenkin	Reed
	Secretaries	Director of HR	<b>TBD</b> , Tabenkin	
	SSF	Director of HR	Reed, McDonough	
	Title 1	Director of HR	Laurent, TBD	
<b>School Committee Subcommittees</b>				
	Policy Review	Superintendent	Tabenkin, <b>TBD</b> , Reed	
	District Goals Metric Subcommittee		<b>TBD</b> , Lisa Tabenkin, Julie McDonough	
<b>Kennedy Middle School Building Committee</b>				
		Peter Sanchiointi Peter Gray Andy Zitoli Martha White (or designee Jillian Wilson-Martin) William Hurley-Consultant <b>Other Appointees:</b> J.Ciccariello J. Freedman Andrew Enright Thomas Iskra Stephen Meyler , Chair Mysore Ravindra John Tracy James Kane Julie McDonough Julian Munnich Anna Nolin  Elizabeth Heffler – for safety meetings (non-voting member)		
<b>School Committee Appointments to non-SC Committees</b>				
	Audit Committee		<b>TBD</b>	
	Community Senior Center Liaison		<b>TBD</b>	
	Facilities Consolidation Subcommittee	Superintendent, Director of Fiscal & Management Services	Mangan, <b>TBD</b>	
	Financial Planning Committee	Chair, Superintendent	Laurent	
	Natick Together for Youth		Tabenkin	
	NEF		McDonough	
	PCC Liaison		<b>TBD</b>	

	Entity	Permanent Appointments	SC Members	Alternate(s)
	SEPAC		McDonough	
	SPARK Kindness Liaison		Reed	
	Master Plan Advisory Committee		TBD	
	Suburban Coalition		McDonough	
	TEC B.O.D.	Open to all SC members, Superintendent	Reed	
	Town Safety Committee	Business Director		
	Zoning By-Law Review Subcommittee		TBD	

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**ITEM TITLE:** Approval of Invoices for Kennedy Middle School Project  
**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Compass Invoice CPM 61-01	Natick_Feb17_-_b_CPM_NATICK_61-01_Feb17_F2_(1).pdf	Cover Memo

# INVOICE FOR SERVICES

## Natick JFK Middle School

Peter Gray, Director of Finance  
Natick Public Schools  
13 East Central Street  
Natick, MA 01760

Date 02/28/17  
Number CPM 61-01  
Due Now **\$20,444.00**

### Billing Detail for this Period

**OPM Professional Service:** 1/1 - 2/28 2017

#### Summary of Services:

Prepare and attend Building Committee and other meetings; Review and analyze potential sites; Manage designer selection process.

Personnel	Hours	Rate	Ext
Project Director	33.00	190.00	6,270.00
Sr. Project Manager	54.00	150.00	8,100.00
Project Manager	118.00	110.00	12,980.00
Accounting/Admin	0.50	65.00	32.50

Total OPM Professional Services Amount Rendered, Earned this Period: 27,382.50

**Lump Sum Amount Invoiced this Period: 20,444.00**  
10,222.00/month for January and February

**Total Amount Invoiced this Period (Please Pay this Amount): \$20,444.00**

### Billing Summary

Project Phase / Desc		Contract	Invoiced				Earned			
MSBA		Total	Previous	This Invoice	Total	Remaining	Previous	This Period	Total	Underbilling
Feasibility/SD 0001-0000		173,780.00	-	20,444.00	20,444.00	153,336.00	-	27,382.50	27,382.50	6,938.50
		173,780.00	-	<b>\$20,444.00</b>	20,444.00	153,336.00	-	27,382.50	27,382.50	6,938.50

Total Amount Underbilled to Date: 6,938.50

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**ITEM TITLE:** Reapprove the 2017-2018 School Calendar  
**ITEM SUMMARY:**

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**ITEM TITLE:** Approval of School Committee Meeting Minutes - March 6, 2017, March 20, 2017  
and April 3, 2017

**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
School Committee Minutes - March 6, 2017	03-06-17.docx	Cover Memo
School Committee Minutes - March 20, 2017	03-20-17.docx	Cover Memo
School Committee Minutes - April 3, 2017	04-03-17.docx	Cover Memo



*Natick Public Schools  
SCHOOL COMMITTEE MINUTES  
March 6, 2017*

The School Committee held a meeting on Monday, March 6, 2017 at 6:30 p.m. in the Training Room, 3<sup>rd</sup> floor, Town Hall. At 6:39 p.m., Chair Mistrot called the meeting to order.

Members Present: Dirk Coburn, Paul Laurent, Julie McDonough, Amy Mistrot, Firkins Reed

Members Absent: Lisa Tabenkin

David Mangan arrived at 7:05 p.m.

Others Present:	Peter Sanchioni	Superintendent of Schools
	Anna Nolin	Assistant Superintendent
	Timothy Luff	Assistant Superintendent
	Peter Gray	Director of Finance
	Sharon Reilly	Recording Secretary

Mr. Laurent moved to enter into Executive Session to discuss contract negotiations with non-represented personnel in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws. Ms. Reed seconded. By roll call vote, all members present were in favor of entering into Executive Session.

At 7:15 p.m. the School Committee returned to open meeting in the School Committee Room.

Others who joined at this time:

Mark Baranoff	Teacher Representative
Will Cuzzo	Student Representative
Sarah Strand	Student Representative

**Public Speak**

Chair Mistrot asked if anyone wished to come forward for Public Speak. No one came forward.

**Continued Discussion of FY'18 Budget**

Dr. Sanchioni presented the School Committee with the following information which allows for a balanced budget per the current allocation being provided by the Town.

Requested Operating Budget	\$61,750,150
Current Appropriation	\$61,000,150

Impact: Loss of the following 11.5 requested FTE and \$107,055 removed from expense accounts. Dr. Sanchioni believes these positions being cut will have the least negative impact on the system.

School and Position	FY18 Improvement Budget FTE Added	FY18 Improvement Budget Salary	Impact
<b>ENROLLMENT DRIVEN</b>			
High School - World Language Teacher	0.4	\$ 22,332	Last year we had 6 classes at or above 25. That will increase for school year 2017-2018.
Wilson - Unified Arts teacher MS	0.4	\$ 22,332	We will be unable to bring parity to the unified arts offerings at Kennedy and Wilson. Class sizes will increase.
Wilson - Unified Arts Teacher/Drama	1.0	\$ 55,830	We will be unable to bring parity to the unified arts offerings at Kennedy and Wilson. Class sizes will increase.
Kennedy Unified Arts Teacher	0.4	\$ 22,332	We will be unable to bring parity to the unified arts offerings at Kennedy and Wilson. Class sizes will increase.
Middle School Reading Teachers	5.0	\$ 279,150	This will prevent us from implementing an 8 period day. Reading was part of our RTI interventions. Loss of academic time.
Elementary General Education Teacher/Brown	1.0	\$ 55,830	Current 3rd grade has 114 students = class size of 23. Moderate growth will put us above 25.
HS Staff (Art .4, Math .2, English .2,	0.8	\$ 44,664	Larger class sizes in each discipline
<b>CASELOAD NEED</b>			
Kennedy Literacy Specialist	0.5	\$ 27,915	Wilson has a specialist. Loss of small group instruction, assessments and teacher coaching.
Nurse - Memorial and Ben Hem	1.0	\$ 55,830	Both schools have a nurse caseload above recommended standards.
<b>COMPLIANCE</b>			
Elementary Technology Coach	1.0	\$ 55,830	Staff mentor dedicated to improving technology skills through PD for all elementary staff - eliminated
<b>DISTRICT</b>			
Cut to Technology Budget		\$ 50,000	Eliminated redundancy project
Cut to Curriculum Budget		\$ 50,000	Cuts to curriculum and assessment
Cut to Maintenance Budget		\$ 7,955	Brings budget below actual costs from FY 16
<b>Total</b>	<b>11.5</b>	<b>\$ 750,000</b>	

A lengthy discussion took place where each member of the School Committee stated their reasons why they support the original budget request such as:

- District is still playing catch up for several years where no staff was added
- This budget has been vetted several times and these positions and expense items are needed
- We are dealing with the needs of the system - not wants
- Population has grown significantly impacting class sizes, teachers/guidance counselors/nurses loads
- Need to drive education in this town in an upward trend not degrade it
- Natick per pupil expenditures is below state average
- Middle School Parity will be affected as well as an improved Middle School schedule
- Response to Intervention for students will be impacted
- Reading Program will be impacted

Chair Mistrot reported on the Financial Planning Committee meeting held last week. It has taken a long time to get the Town's revenue numbers due to many circumstances which has had an impact on the timing of the budget process. Chair Mistrot shared a document from the Board of Selectmen which outlines the Town's Financial Management Principles which addresses:

- Reserve Funds
- Stabilization Funds
- Capital Planning & Budgeting
- Debt Issuance & Management
- Financial Planning Forecasting
- Cash/Investments Management
- Retirement System Funding
- Other Post Employment Funding
- Summary of Free Cash
- Stabilization Funds History

Chair Mistrot indicated that the Financial Planning Committee is trying to schedule a meeting for next Wednesday, March 15<sup>th</sup> where further discussion will take place on available revenue. She will try to schedule a brief School Committee meeting prior to the School Committee's meeting with the Finance Committee scheduled for next Thursday evening, March 16<sup>th</sup> in case there is any modification to the budget picture.

### **Approve FY'18 Natick Public Schools Budget - Appropriation Request**

After much discussion, Mr. Coburn moved to affirm the Natick Public Schools FY'18 Budget Appropriation in the amount of \$61,750,150. Mr. Laurent seconded. It was unanimously approved.

### **Student Concerns**

Sarah Strand announced that Putting for Dough, a Jimmy Fund fundraiser in memory of Connor Heffler, will be held on Saturday, March 11<sup>th</sup>. She welcomed all to attend.

Will Cuozzo reported on the recent Science Bowl held at UCONN. The team did an extraordinary job – best performance to date.

### **Approval of increase to ASAP Fees**

Mr. Laurent recused himself from this item as he has a family member who works for this program.

Dr. Nolin requested the School Committee's approval to increase the tuition for the Early Risers/ASAP Programs by 15% in order to:

1. Maintain high standards of quality
2. Continue to subsidize tuition for all families eligible for assistance
3. Keep expenses below revenue
4. Rebuild surplus to 3 months of operating expenses.

Tuition rates have remained level since FY'12.

Proposed rates were presented as follows:

**PROPOSED 17-18 RATES AND FEES:**  
**After School (per month)**

Elementary School

1 day/week \$170

2 days/week \$210

3 days/week \$260

4 days/week \$345

5 days/week \$425

Middle School

1 day/week \$185

2 days/week \$240

3 days/week \$300

4 days/week \$385

5 days/week \$450

~~Sibling discount: 5% ASAP tuition discount for 2nd, 3rd, or 4th child. (cost: 22K for FY17)~~

**Early Risers (per morning) \$14**

~~5% discount on Early Risers fee for students also enrolled in After School. (cost: 4K for FY17)~~

**Early Release Day \$30**

**Vacation Day \$80**

A comparison chart showing rates of other programs in the community was shared with the School Committee.

**IMPACT ON FAMILIES:**

(per child)	<b>ASAP Schedule</b>	<b>Per Month</b>	<b>Per Year</b>
	1 day/week	\$25	\$250
	2 days/week	\$30	\$300
	3 days/week	\$35	\$350
	4 days/week	\$45	\$450
	5 days/week	\$55	\$550

**SUMMARY:** While this rate increase is significant, it will be the first in six years and ASAP tuition will still remain more affordable than other area programs. The additional revenue will allow for continued high quality programming and support to NPS students - including financially vulnerable students and their families - for many years to come.

A discussion continued and questions were responded to.

Mr. Coburn moved to approve the increase in tuition for these programs as outlined. Mr. Mangan seconded. It was approved by five members remaining. Mr. Laurent had recused himself.

## Approval of Fee for Late Bus Registrations

Mr. Gray reviewed the following graduated fee for late bus registrations for the School Committee's approval:

**Bus fees:** A bus fee of \$150 applies to students in grades K-6 who request services and live less than 2 miles from their respective school and for all students in Grades 7-12.  
(Family maximum of \$300)

*A late fee will be assessed to late registrations received after June 1<sup>st</sup>. This fee will be collected in order to allow for a better planning of proposed bus routes for the upcoming school year and to encourage parents to register their student(s) prior to the deadline. Exceptions to this fee will be made on a case by case basis by the Director of Finance (i.e. new students who enroll in the school district after the June 1<sup>st</sup> deadline).*

Registrations received after June 1 <sup>st</sup>	- \$30
Registrations received after June 30 <sup>th</sup>	- \$60
Registrations received after July 31 <sup>st</sup>	- \$90

Ms. Reed moved to approve these fees. Mr. Laurent seconded. They were unanimously approved.

## Discussion and Approval of Revised FY'18 Capital Request

Dr. Sanchioni reviewed the following revised capital requests for FY'18

### ***Brown Elementary School - \$100K***

The five-year capital plan published in December 2016 proposed \$250K for the Brown sidewalks, since then it was decided that ADA access from Hartford street to the school was not necessary thus eliminating \$150K from the original proposal of \$250K.

The facilities department recommends retaining \$100K of the original allocation to continue with sidewalk and roadway improvements around the school and reallocate \$150K to two other projects, the replacement of the Johnson exterior doors and the expansion of the high school irrigation system.

### ***Johnson Elementary School - \$50K (FY18 Fall Town Meeting)***

The eight exterior doors at the Johnson school are in poor condition and require routine repairs to keep them operating properly. They are very drafty and at times do not secure properly creating a safety issue for students and staff. To eliminate ongoing routine repairs and ensure the building will remain secure at all times I recommend moving forward with this project.

### ***High School Irrigation - \$100K***

The original irrigation project proposed in 2016 in the amount of \$55K was to tie into the existing domestic water supply at the high school and provide irrigation to the immediate front of the school only. In light of the severe drought Natick experienced this past summer installing a dedicated well onsite would ensure irrigation could continue even during a water ban.

The facilities department is proposing to reallocate \$100K of the capital budget to install a well at the high school and expand the irrigation project to cover the entire front of the school, the left side of the building

where the preschool playground is located and to the right near the parking, see attached site plan and cost breakdown for details.

### **Johnson Playground Replacement - \$150K**

The Johnson school playground is scheduled to be replaced this summer. This project would replace the existing playground elements, leveling of the ground and new Fiber mulch to meet all current playground standards. The existing Johnson school playground has elements for kids ages 2-12. The design and installation will be coordinated closely with the school principal and recreation department.

Ms. Reed moved to recommend the above outlined capital projects for approval at Town Meeting. Mr. Laurent seconded. They were unanimously approved.

A request was made for Mr. Jim Kane to attend the next meeting with a forecasted timeline for these projects.

### **Superintendent's Mid-Year Update on Goals**

Dr. Sanchioni provided a progress report of where things stand with the 2016-2017 District Goals. Copies of the goal metrics were provided. If anyone has any questions, they may contact him.

### **Kennedy Middle School Update**

Dr. Sanchioni provided the following update on the Kennedy Middle School Project:

- Currently in the Designer Selection Process.
- OPM prepared Request for Services (RFS) – Eight Firms Applied.
- OPM evaluates and reference checks applicants – sends to MSBA
- Three members from the Town sit on the Designer Selection Committee at MSBA:
  - Superintendent
  - Assistant Superintendent
  - John Ciccariello

The Designer Selection Panel convenes at MSBA on March 14<sup>th</sup> where applicants will be narrowed to three. At this meeting a decision can be made to select an architect. If not, a second meeting will be established to interview a short list of firms.

### **Enrollment Update - March 2017**

Copies of the March 2017 enrollment report were provided. No significant changes since last month.

### **Request School Committee Member Participation in the Performing Arts Audit**

Dr. Nolin indicated that due to the timing of the meetings, it has been difficult to get School Committee representation on the Arts Audit Committee. Therefore, she will obtain School Committee input via interviews conducted by high school students and surveys.

## Update on Lilja Modulares

Dr. Sanchioni provided an update of the Lilja Modulares as follows:

<b>Lilja Modular Classrooms</b>	
<b>Original Capital request</b>	<b>\$ 2,600,000.00</b>
Triumph Construction Cost	\$ 1,632,852.00
Cost Breakout	
Modular building	\$ 688,799.00
Sink in each classroom	\$ 6,900.00
Fire sprinkler system	\$ 20,310.15
Site work	\$ 842,616.50
Connecting corridor	\$ 74,226.35
Contingency 5%	\$ 81,642.60
FFE / Technology	\$ 300,000.00
Replace playground	\$ 250,000.00
Site improvements	\$ 80,000.00
Electrical Service - Eversource	\$ 80,000.00
<b>Project Total</b>	<b>\$ 2,424,494.60</b>

Project design is currently underway and permits are being sought. It is expected that the designated area will become a construction site during the first two weeks of May. Project completion is scheduled for August 25, 2017. Project is currently scheduled to be on time and under budget.

## Report on Niche Ratings

This item will be brought back to a future meeting.

## Report on Warrants Signed

Mr. Gray, in accordance with School Committee Procedures reviewed the following warrants which were signed by the Chair.

<b>Warrant Type</b>	<b>Warrant Number</b>	<b>Date Signed</b>	<b>Amount</b>
Payroll	17	02/16/2017	\$1,964,951.03
Payroll	18	02/27/2017	\$2,054,801.36
Accounts Payable	2017-34S	02/06/2017	\$ 621,744.91

Accounts Payable	2017-36S	02/27/2017	\$ 648,500.56
Accounts Payable	2017-37S	02/27/2017	\$ 547,227.99

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

### **Approval of Minutes - February 6, 2017**

Ms. Reed moved to approve the School Committee meeting minutes of February 6, 2017. Ms. McDonough seconded. They were unanimously approved.

At 9:30 p.m., Mr. Laurent moved to adjourn the meeting. Mr. Mangan seconded. It was unanimously approved.

Attest: \_\_\_\_\_

Peter Sanchioni, Ph.D.  
Superintendent  
Secretary to the School Committee

Sharon Reilly  
Recording Secretary

### **Documents provided in Novus Agenda**

Proposed increases to ASAP Fees  
Revised FY'18 Capital Expenditures  
Proposed Late Bus Fee  
School Committee Minutes - February 6, 2017  
Report of Warrants Signed  
Superintendent's Mid-Year Update on Goals  
Kennedy Middle School Building Project Update Document  
Update on Lilja Modulares Document

### **Correspondence**

Enrollment Update - March 2017

### **Handouts**

Town of Natick's Financial Management Principals



*Approval of Minutes  
April 24, 2017*

*Natick Public Schools  
SCHOOL COMMITTEE MINUTES  
March 20, 2017*

The School Committee held a meeting on Monday, March 20, 2017 at 6:30 p.m. in the Training Room, 3<sup>rd</sup> floor, Town Hall. At 6:40 p.m., Chair Mistrot called the meeting to order.

Members Present: Dirk Coburn, Paul Laurent, David Mangan, Julie McDonough, Amy Mistrot, Firkins Reed, Lisa Tabenkin

Others Present: Peter Sanchioni, Superintendent of Schools

Mr. Laurent moved to enter into Executive Session to discuss contract negotiations with non-represented personnel in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws. Ms. Reed seconded. By roll call vote, all members present were in favor of entering into Executive Session.

At 7:15 p.m. the School Committee returned to open meeting in the School Committee Room.

Others who joined at this time:

Anna Nolin  
Peter Gray  
Sarah Strand  
Sharon Reilly

Assistant Superintendent  
Director of Finance  
Student Representative  
Recording Secretary

**Public Speak**

Chair Mistrot asked if anyone wished to come forward for Public Speak. Mr. Josh Ostroff came forward and made a request to be put on the next School Committee meeting agenda where he would like to gain the Committee's support for referral of Article 31 which pertains to sidewalks - snow and ice removal.

**Approval of Out of State Travel**

Ms. Marge Roberson, NHS Teacher, came before the School Committee to request approval of out of state travel for Business Professionals of America (BPA) students to travel to Orlando, Florida to participate in the BPA National Competition from May 9, 2017-May14, 2017. Ms. Reed moved to approve this trip. Mr. Coburn seconded. It was unanimously approved.

**Recognition of Student Representative to the School Committee, Sarah Strand**

The School Committee recognized and thanked Ms. Sarah Strand for serving as Student Representative to the School Committee for the past two years. Dr. Sanchioni presented Sarah with a recognition plaque. Sarah will be attending the University of the South next year. Committee members and the administration thanked Sarah for her valued contributions at the School Committee meetings and offered her best wishes.

## **Recognition of School Committee Members Amy Mistrot & Dirk Coburn**

The administration and School Committee recognized the many years of service that Mr. Coburn and Chair Mistrot have given as board members and Chairs of the Natick School Committee. Dirk Coburn has served on the School Committee for twelve years and Amy Mistrot has served on the School Committee for eight years. Dr. Sanchioni presented them with Natick Public Schools token gifts and Ms. Reed, on behalf of the School Committee members, presented them with books which will be donated to the Natick High School Library and Morse Institute Library in their names. Dr. Sanchioni announced that the Chorus Room at Natick High School is being named *The Dirk Coburn Chorus Room* in honor of Mr. Coburn's many years of service on the Natick School Committee. Several members of the public including former school committee members and former Board of Selectman spoke eloquently about them and extended their thanks and appreciation for all they have done. Mr. Mike Mistrot, Ms. Mistrot's husband, presented her with flowers. Several others in the audience representing various parent groups also came forward and presented Ms. Mistrot with flowers in appreciation of her service.

## **Present Results of the Elementary Family Surveys**

Elementary Principals, Kirk Downing, Karen Ghilani, Susan Balboni, Heather Smith and Jordan Hoffman, were present to discuss the results of the Family Perception Survey they conducted this year. The mindset behind the survey's creation was to create a consistent tool to collect and analyze family perceptions related to our elementary schools. The survey was very successful and taken by several parents. The principals discussed the results and spoke on how they will put the information to use in each of their buildings. Most noticeably, 90% of the parents felt their children were safe and comfortable at school.

## **Update on Solar Panels - Jillian Wilson-Martin**

Ms. Jillian Wilson-Martin provided an update on the solar panel projects slated for the Natick High School Parking lot and the Memorial Field parking lot. These projects have been approved by the Planning Board after several public hearings. She provided the School Committee with the design layouts. She pointed out that there will be no obstructions for the security cameras with these designs which was a concern raised. It is projected that these panels will be installed during the summer of 2018. She responded to questions from Committee members.

## **Discussion of Capital Projects/Priorities Planning & Project Timelines**

Mr. Jim Kane, Director of Facilities, came before the School Committee and reviewed the following FY2018 Spring Capital Plan with timelines:

### ***Brown Elementary School - \$100K***

The five year capital plan published in December 2016 proposed \$250K for the Brown sidewalks. Since then it was decided that the ADA access from Hartford street to the school should be coordinated with the new Kennedy school site improvements thus eliminating \$150K from the original proposal of \$250K.

The facilities department recommends retaining \$100K of the original allocation to continue with sidewalk and roadway improvements around the school and reallocate \$150K to two other projects, the replacement of the Johnson exterior doors (Fall FY18) and the expansion of the high school irrigation system.

Timeline: April 2017, Engineering design complete  
May 2017, advertise the project  
June 2017, sign a contract  
August 2017 project completed

### ***High School Irrigation - \$100K***

The original irrigation project proposed in 2016 in the amount of \$55K was to tie into the existing domestic water supply at the high school and provide irrigation to the immediate front of the school only. In light of the severe drought Natick experienced this past summer installing a dedicated well onsite would ensure irrigation could continue even during a water ban.

The facilities department is proposing to reallocate \$100K of the capital budget to install a well at the high school and expand the irrigation project to cover the entire front of the school, the left side of the building where the preschool playground is located and to the right near the parking, see attached site plan and cost breakdown for details.

Timeline: April 2017, engineering design complete  
May 2017, advertise the project  
June 2017, sign a contract  
August 2017 project completed

Drawings of the irrigation system and well location were shared with the Committee. A concern was raised about the well location as to whether it would interfere with any of plans for future expansion of the high school. Mr. Kane will look into this.

### **Johnson Playground Replacement - \$150K**

The Johnson school playground is scheduled to be replaced this summer. This project would replace the existing playground elements, leveling of the ground and new Fibar mulch to meet all current playground standards. The existing Johnson school playground has elements for kids ages 2-12. The design and installation will be coordinated closely with the school principal and recreation department.

Timeline: April 2017, engineering design complete  
May 2017, advertise the project  
June 2017, sign a contract  
August 2017 project completed

### **Update on FY'18 Budget**

Dr. Sanchioni provided an update on the School Committee recommended FY'18 budget appropriation in the amount of \$61,250,150. He provided the listing of 24.8 positions which will be added as well as the 7.9 positions which will be removed from the original budget request.

### **Kennedy Middle School Building Project Update**

Dr. Sanchioni reported that he will be attending a meeting at MSBA on Tuesday, March 28 where potential architects for the Kennedy Middle School Building Project will be reviewed. An architect may or may not be selected at this meeting. If a selection is not made at this meeting, three finalists will be interviewed in April.

## Report on Warrants Signed

Mr. Gray reviewed the following warrants signed by the School Committee Chair:

<b>Warrant Type</b>	<b>Warrant Number</b>	<b>Date Signed</b>	<b>Amount</b>
Accounts Payable	2017-38S	03/06/2017	\$ 560,961.83
Payroll	19	03/15/2017	\$1,869,612.64

If anyone wishes more details regarding any of these warrants, they may contact Mr. Gray in the Business Office.

## Approval of Patent Use Request (US20140360420A1)

Dr. Nolin reported that a former Natick student, Alex Krasa, currently attending WPI, is requesting the use of the Patent #US20140360420A1 for the multi-component robot for below ice search and rescue submersible to be used as his senior Capstone Project at WPI which is a non-profit endeavor for use by the Worcester Fire Department. He is looking to build this under ice robot using the existing specifications for the practical usage of the community of Worcester. Alex was one of the patent inventors when he attended Natick High School. Ms. Reed moved to approve this request. Mr. Laurent seconded. It was unanimously approved by a vote of six members. Mr. Coburn recused himself as his son was part of this project at NHS.

## Approval of Donations

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

<u>Source/Donation</u>	<u>Amount/Value</u>	<u>Purpose</u>
Mr. Michael Lueders	\$125.00	High School Environmental Club
Rotary Club of Natick	\$200.00	Intrumental Music Program
Ms. Michelle Goodwine	\$5.00	Intrumental Music Program

Mr. Laurent moved approval to accept these donations with gratitude. Ms. Reed seconded. They were unanimously approved.

## Declassification of Executive Session Minutes

Chair Mistrot requested that the School Committee declassify the following Executive Session minutes as it is the School Committee's policy to declassify its Executive Session minutes, where appropriate, generally once a year in order that they become public record.

<b>2014</b>	<b>2015</b>	<b>2016</b>
August 25, 2014	January 29, 2015	January 25, 2016
September 29, 2014	February 4, 2015	February 22, 2016
	March 23, 2015	March 21, 2016

	May 4, 2015	April 25, 2016
	June 1, 2015	May 23, 2016
	June 15, 2015	June 20, 2016
	June 22, 2015	July 11, 2016
	July 1, 2015	August 22, 2016
	August 25, 2015	September 11, 2016
	August 31, 2015	October 17, 2016
	September 21, 2015	November 7, 2016
	October 5, 2015	December 12, 2016
	October 26, 2015	
	November 16, 2015	
	November 30, 2015	
	December 14, 2015	

Mr. Coburn moved to declassify these Executive Sessions as outlined. Mr. Laurent seconded. It was unanimously approved.

#### **Approval of Minutes - Executive Session Minutes of March 6, 2017**

Mr. Coburn moved to approve the Executive Session Minutes of March 6, 2017. Mr. Laurent seconded. They were unanimously approved.

At 9:45 p.m., Mr. Laurent moved to adjourn the meeting. Ms. McDonough seconded. It was unanimously approved.

Attest: \_\_\_\_\_

Peter Sanchioni, Ph.D.  
Superintendent  
Secretary to the School Committee

Sharon Reilly  
Recording Secretary

#### **Documents provided in Novus Agenda**

Out of State Travel Request - NHS Business Professionals of America to Florida  
Request to Approve Donations  
Listing of Executive Session Minutes to be declassified  
Request to approve Patent Use Request (US20140360420A1)  
Executive Session Minutes of March 6, 2017  
Report of Warrants Signed  
Results of the Elementary Family Surveys  
Capital Projects/Priorities Planning & Project Timelines  
FY'18 Budget updated budget documents

#### **Handouts**

Solar canopy drawings for NHS Parking Lot and Memorial Field Parking Lot

*Natick Public Schools  
SCHOOL COMMITTEE MINUTES  
April 3, 2017*

The School Committee held a meeting on Monday, April 3, 2017 at 7:15 p.m. in the School Committee Room, 3<sup>rd</sup> Floor Town Hall. At 7:15 p.m., Dr. Sanchioni called the meeting to order.

Members Present: Paul Laurent, Dave Mangan, Julie McDonough, Donna McKenzie, Firkins Reed, Hayley Sonneborn, Lisa Tabenkin

Others present:	Peter Sanchioni	Superintendent of Schools
	Anna Nolin	Assistant Superintendent
	Timothy Luff	Assistant Superintendent: Student Services
	Peter Gray	Director of Finance
	Sarah Friswell	Teacher Representative
	Will Cuozzo	Student Representative
	Sharon Reilly	Recording Secretary

**Public Speak**

Dr. Sanchioni asked if anyone wished to come forward for Public Speak. No one came forward.

Dr. Sanchioni welcomed and introduced new School Committee members, Donna McKenzie and Hayley Sonneborn.

**Out of State Travel Requests - NHS Speech Team to Kentucky & Alabama**

Ms. Amanda Parker came before the School Committee to request out of state travel for the Speech Team to travel to Louisville, KY to participate in the NCFL National Tournament from May 25-29, 2017 and to travel to Birmingham, AL on June 17-24, 2017 to participate in the NSDA National Tournament. Ms. Reed moved to approve both trips. Mr. Mangan seconded. They were unanimously approved.

**Victoria Grafflin & Joshua Ostroff: Request School Committee Support for Referral of Town Meeting Article 31 (Sidewalk Snow & Ice Clearing for Safety)**

Ms. Victoria Grafflin came before the School Committee to request that the School Committee support referral of Town Meeting Article 31 (Sidewalk Snow & Ice Clearing for Safety) which asks the Town to consider bylaw changes as part of a broader effort to improve sidewalk snow and ice conditions to the benefit of safer travel by Natick residents and visitors of all ages.

As sponsors of Article 31, they are requesting referral back to the sponsors and to the Town Administrator so that they may continue developing a series of recommendations for future consideration by Town Meeting and the Board of Selectmen. Other Boards such as the Finance Committee, the Board of Selectmen and the Commission on Disability have recommended referral.

Referral would help ensure that Town staff, committees and members of the community help develop a plan that is likely to succeed in Natick.

Ms. Reed moved to approve referral back to the sponsors of this article. Mr. Laurent seconded. It was unanimously approved.

### **Report on Niche Ratings**

Dr. Sanchioni shared with the School Committee the Niche Ratings for Natick High School which are located on the Niche website at [www.niche.com/k12/natick-high-school-natick-ma](http://www.niche.com/k12/natick-high-school-natick-ma). Niche is an organization that analyzes dozens of public data sets and millions of reviews to produce comprehensive rankings, report cards, and profiles for every K-12 school, college, and neighborhood in the U.S. Dr. Sanchioni encouraged School Committee members to review the site and read the many positive comments about Natick High School where the 2017 Niche ratings shows NHS as #39 of the “Best Public High Schools in Massachusetts”.

### **Development Projects -Student Enrollment Impact**

Dr. Sanchioni shared with the School Committee an updated spreadsheet of the multi-family units in town and those being planned and how enrollment is impacted. Communication between town departments on development projects has improved.

### **Kennedy Middle School Building Project Update**

Dr. Sanchioni provided an update on the Kennedy Middle School Building Project. On Tuesday, March 28, 2017, the Massachusetts School Building Authority Designer Selection Panel ("DSP") reviewed and considered (8) applicants for the Kennedy Middle School. Dr. Sanchioni, Dr. Nolin and Steve Meyler, represented the Town of Natick on the DSP. Dr. Sanchioni is pleased that the DSP determined that Ai3 Architects LLC possesses the requisite skills and experience for this project, particularly in light of their extensive experience in the design and construction of schools in Massachusetts. Dr. Sanchioni reviewed the various sites in town being considered for the school. He indicated that the OPM and the Architects have recommended using the current site of the school for the new school (perhaps in front of the existing school or on the fields of Brown School). Pros and cons for each site option were included. Dr. Sanchioni hopes to bring a detailed report with a recommendation from the building committee on site selection to the next meeting on April 24, 2017.

### **Reorganization of the School Committee**

Dr. Sanchioni began the process for reorganizing the School Committee:

Dr. Sanchioni requested that the School Committee reappoint Ms. Sharon Reilly as the School Committee's Recording Secretary. Mr. Laurent moved to appoint Ms. Sharon Reilly as Recording Secretary. Mr. Mangan seconded. It was unanimously approved.

Dr. Sanchioni requested that the School Committee reaffirm its attorney. Mr. Laurent moved to reaffirm the appointment of the School Committee's Attorney, Andrew Waugh, from the firm Murphy, Hesse, Toomey & Lehane. Ms. Reed seconded. It was unanimously approved.

Dr. Sanchioni called for nominations for Chair of the School Committee. Mr. Laurent nominated Ms. Lisa Tabenkin as Chair of the Natick School Committee. Ms. Tabenkin accepted the nomination. Seeing no more nominations, Dr. Sanchioni called for a vote on the nomination of Ms. Tabenkin. Mr. Mangan moved to approve Ms. Tabenkin as Chair of the Natick School Committee. Mr. Laurent seconded. It was unanimously approved.

Dr. Sanchioni called for nominations for Vice Chair of the School Committee. Ms. Tabenkin moved to approve Mr. Paul Laurent as Vice Chair of the Natick School Committee. Ms. Reed seconded. Dr. Sanchioni called for a vote to appoint Mr. Paul Laurent as Vice Chair. It was unanimously approved.

Dr. Sanchioni called for nominations for Clerk of the Natick School Committee. Chair Tabenkin moved to appoint Ms. Firkins Reed as Clerk of the Natick School Committee. Ms. McDonough seconded. Ms. Reed accepted the nomination. Dr. Sanchioni called for a vote to appoint Ms. Firkins Reed as Clerk. It was unanimously approved.

Chair Tabenkin then presided over the meeting.

### **Enrollment Update - April 2017**

Dr. Sanchioni shared the enrollment report as of April 2017. No significant changes since last month.

### **Subcommittee/Liaison Updates**

Chair Tabenkin requested that School Committee members look at the provided list of School Committee Subcommittee/Liaisons. She is looking for representation for the positions held by Ms. Mistrot and Mr. Coburn and for any other changes members wish to make. Please contact her with any additions/changes so the list may be reviewed and approved at the next meeting.

Ms. Reed attended a recent meeting of the The Education Cooperative (TEC) Board of Director of which Natick is a member. At the meeting, the board was given a tour of the almost completed therapeutic pool which is a great asset for the students. TEC is financially stable and has gotten stronger every year. Member assessments have gone down 43% over the past three years and are going down another 25% for FY'18. There are no tuition increases in any of their programming. TEC is asking for their member districts to reach out to state legislators about the need to review Chapter 70 monies and how they are formulated. The TEC budget will be voted in May. Ms. Reed provided copies of the TEC annual report.

### **Report on Warrants Signed**

Mr. Peter Gray, in accordance with School Committee Procedures, reviewed the following warrants signed by the School Committee Chair.

<b><u>Warrant Type</u></b>	<b><u>Warrant Number</u></b>	<b><u>Date Signed</u></b>	<b><u>Amount</u></b>
Accounts Payable	2017-40S	03/20/2017	\$ 477,346.10

If anyone wishes to review the details regarding any of this warrant, please feel to contact Mr. Gray.

### **Approval of Minutes**

Mr. Laurent moved to approve the School Committee Meeting Minutes of March 16, 2017 and March 27, 2017 and the Executive Session Minutes of March 20, 2017 and March 27, 2017. Ms. Reed seconded. They were unanimously approved.



At 7:55 p.m., Mr. Laurent moved to adjourn the meeting. Mr. Mangan seconded. It was unanimously approved.

Attest: \_\_\_\_\_

Peter Sanchioni, Ph.D.  
Superintendent  
Secretary to the School Committee

Sharon Reilly  
Recording Secretary

**Documents provided in Novus Agenda**

Requests for Out of State Travel - NHS Speech Team

Victoria Grafflin & Joshua Ostroff: Request School Committee Support for Referall of Town Meeting Article 31 (Sidewalk Snow & Ice Clearing for Safety)

School Committee Meeting Minutes - March 16, 2017 and March 27, 2017, Executive Session Minutes of March 20, 2017 and March 27, 2017

Report on Warrants Signed

School Committee Reorganization Memorandum

Niche Ratings website link

Listing of Development Projects -Student Enrollment Impact

Kennedy Middle School Building Project Update

**Correspondence/Information:**

Enrollment as of April 2017

Handouts:

The Education Cooperative Annual Report

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**ITEM TITLE:** Discussion to Amend the 2017-2018 School Calendar

**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Draft Amendment to 2017-2018 School Calendar	2017-2018_School_Calendar-Revised.pdf	Cover Memo
Student Absences for Religious Absences Policy	Student_Absences_for_Religious_Observances.pdf	Cover Memo

# Natick Public Schools – 2017-2018 School Year

August 2017 (2)						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 28, 29 Faculty Meetings  
August 30 Schools Open PreK-12

September 2017 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 4 Labor Day – Closed  
September 21-22 – Rosh Hashanah - Closed  
September 27 – Release Day – Professional Dev.

October 2017 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 9 – Columbus Day Closed  
October 18 – Release Day Professional Development

November 2017 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

November 8 – Release Day Elem. & PreK only – Conf.  
November 10 – Veterans Day Observed – Closed  
November 15 – Release Day Elem. & PreK only – Conf.  
November 22 – Release Day All Grades  
November 23, 24 – Thanksgiving Closed  
November 27 – NILS - Closed

December 2017 (16)						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 6 – Release Day Prof. Development  
December 25-29 Vacation

January 2018 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 1 – New Years Day – Closed  
January 10 – Release Day Professional Development  
January 15 – Martin Luther King, Jr. Day - Closed

February 2018 (15)						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 7 - Release Day Professional Development  
February 19-23 Vacation

March 2018 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March 14 – Release Day Professional Development  
March 30 – Good Friday - Closed

April 2018 (16)						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 4 – Release Day Elem & PreK Only – Conferences  
April 11 – Release Day Elem & PreK – Conferences  
HS & MS Professional Development  
April 16-20 – Vacation

May 2018 (22)						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 23 – Release Day Professional Development  
May 28 – Memorial Day – Closed

June 2018 (10)						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 13 Release Day – No snow days included (180)  
June 20 Release Day – 5 snow days included (185)

**NO LUNCH SERVED ON RELEASE DAYS**

## No School Announcements

Radio stations WBZ, WRKO, WBUR, and TV Channels 4, 5, 7, & Fox 25, will broadcast no school and delayed openings between 6:00-8:00 a.m. Also a recorded message on the "School Closing Line", 508-647-6515, after 6:00 a.m., and the Natick Public Schools website: [natickps.org](http://natickps.org).

## Bus Transportation

### Bus passes required for all bus routes

All bus routes will be posted at each school and on our website [www.natickps.org](http://www.natickps.org). For further information please contact the Transportation Coordinator, Patty Paine, 508-647-6497.

## Schools – Principals – Hours

	<u>Principal</u>	<u>Main Office</u>	<u>Absence Line</u>
High School	Brian Harrigan	508-647-6600	508-647-6601
Kennedy Middle	Andrew Zitoli	508-647-6650	508-647-6651
Wilson Middle	Teresa Carney	508-647-6670	508-647-6671
Ben-Hem	Karen Ghilani	508-647-6580	508-647-6581
Brown	Kirk Downing	508-647-6660	508-647-6661
Johnson	Jordan Hoffman	508-647-6680	508-647-6681
Lilja	Heather Smith	508-647-6570	508-647-6571
Memorial	Susan Balboni	508-647-6590	508-647-6591
Natick PreSchool	MaryBeth Kinkead	508-647-6583	508-647-6583

	<u>Regular Hours</u>	<u>Release Hours</u>
High School	7:30-2:17	7:30-11:11
Kennedy/Wilson	7:50-2:05	7:50-11:30
Ben-Hem	8:15-2:41	8:15-12:05
Brown	8:30-2:56	8:30-12:15
Johnson	8:30-2:56	8:30-12:15
Lilja	8:30-2:56	8:30-12:15
Memorial	8:50-3:16	8:50-12:40
Pre-K	9:00-3:00	9:00-10:20
Pre-K a.m.	9:00-11:30	9:00-10:20
Pre-K p.m.	12:30-3:00	No p.m. PreK

## Immunization and Health Data

1. Diphtheria/Pertussis/Tetanus (DPT/DT, DTaP) - 5 doses. A booster of Tdap is required for 7th grade
2. Polio vaccine - 4 doses
3. Measles/Mumps/Rubella (MMR) - 2 doses (first dose after 12 months of age, 2nd dose before entering K)
4. Hepatitis B - 3 doses
5. Varicella (chicken pox) 2 doses are required prior to entrance into K or a physician's note verifying that the student has already had varicella (chickenpox). (First dose must be after 12 months of age)
6. Tuberculin (TB) test as required by Natick Board of Health criteria
7. Lead screening is required for entrance into Kindergarten
8. A private physician's examination, which includes immunization information, is required for all students upon entrance into K, 4, 7, 10 and all new/transfer students.

## MEDICATION POLICY

Only a physician is legally authorized to prescribe medication, this includes over the counter medication. If possible medication should be given at home before or after school. A student who needs to take medication during school hours must have a signed permission slip from a parent/guardian and physician. The form may be obtained from the NPS website or the school nurse. Medication (in the pharmacy labeled bottle) is kept locked in the clinic and taken under the supervision of the nurse. No student is allowed to transport medication to/from school. A parent/guardian must bring the medication into the clinic. Parents/Guardians of students with an EpiPen, insulin and inhalers should discuss their child's medical needs with the school nurse at the beginning of each school year. If the parent/guardian has signed the permission form, the student may receive Acetaminophen (Tylenol) at the discretion of the school nurse once during the school day, telephone permission is not accepted. All forms are available on the NPS website, [www.natickps.org](http://www.natickps.org).

## **STUDENT ABSENCES ON RELIGIOUS HOLIDAYS**

The Natick Public Schools shall excuse students from school attendance for personal observances of religious holidays occurring on dates when school is in session.

When students miss assignments, tests or other schoolwork due to such excused absences, they shall be provided a reasonable opportunity to make up their schoolwork in a timely manner.

Students or their parents are encouraged to communicate with teachers in advance of such absences.

No adverse or prejudicial effects shall result to any student because they have availed themselves of the provisions of this section.

Adopted by the Natick School Committee – January 25, 2016

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**ITEM TITLE:** Report on Warrants Signed  
**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Warrant Report - 04-24-17	Warrant_Review_-_04-24-17.docx	Cover Memo

# ***Natick Public Schools***

13 East Central Street  
Natick, Massachusetts 01760  
FAX (508) 647-6506



*Building the Future, One Child at a Time*

**Peter H. Gray**  
*Director of Finance*

April 24, 2017

FROM: Peter H. Gray  
Director of Finance

TO: Natick School Committee

SUBJECT: Warrant Review – April 24, 2017

In accordance with School Committee Procedures, the Chairperson reviewed and signed the following warrants:

<b><u>Warrant Type</u></b>	<b><u>Warrant Number</u></b>	<b><u>Date Signed</u></b>	<b><u>Amount</u></b>
Payroll	21	04/10/2017	\$ 1,997,293.04
Accounts Payable	2017-41S	04/10/2017	\$ 280,116.46
Accounts Payable	2017-42S	04/10/2017	\$ 397,317.17

If you wish to review the details regarding any of these warrants please feel to contact me.

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**ITEM TITLE:** Report on ASAP & Early Risers Program - Megan Cap-Renzi

**ITEM SUMMARY:** [Click Here for ASAP/Early Risers Presentation](#)

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**ITEM TITLE:** Procedure for Elementary Class Sizes  
**ITEM SUMMARY:**

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**ATTACHMENTS:**

Description	File Name	Type
Procedure for Elementary Class Size	Procedure_for_Elementary_Class_Sizes.docx	Cover Memo



**Natick Public Schools**  
**Central Office**

Dr. Peter Sanchioni, Superintendent

Dr. Anna Nolin, Assistant Superintendent for Teaching, Learning & Innovation

Timothy Luff, Assistant Superintendent for Student Services

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### **Procedure for Elementary Class Sizes**

Natick Public Schools will continue to use 25 as a threshold to investigate if a class needs additional support. The principal, in conjunction with the teacher, will decide and recommend to the superintendent if more support is necessary. To help with the decision, assessment data such as AimsWeb, common assessments and DRA will be considered along with a review of the student composition of the class. In addition, principals have been informed that they should advocate for more support for classes who have numbers below 25 that are making below average growth and may have a challenging student caseload.

Additional support includes increasing KEIP or FEIP hours or adding tutor hours for grades 2-4. When warranted and space is available, a new class may be recommended to be created.

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*Natick Public Schools does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation or disability.*

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**ITEM TITLE:** Quarterly Staffing Update

**ITEM SUMMARY:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Quarterly Staffing Update - April 2017	FY_17_03-31-17_FTEs.pdf	Cover Memo

**Natick Public Schools Operating Budget vs Actual FTE at 03/31/17**

Salary & Wage Budget July 1, 2016	655.6
Actuals as of October 1, 2016	660.6
Actuals as of December 31, 2016	660.9
Actuals as of March 31, 2017	660.9
Variance from / to Approved Budget	5.3

School Staff	FY17 Approved Positions	FY17 Approved Budget	FY17 Revised Budget	"Actual" as of 10/1/16	"Actual" as of 12/31/16	"Actual" as of 3/31/17	Variance from Budget	Comments
Elementary Classroom Teachers	1.2	120.9	121.8	122.8	122.9	122.9	1.1	+1 Memorial Grade 2
Middle School Classroom Teachers	5.0	106.6	106.8	106.8	106.8	106.8	0.0	
High School Classroom Teachers	4.0	92.2	92.0	92.0	91.4	91.4	-0.6	Shifted FTE's between HS & Alt Ed
High School Dept Heads		3.6	3.6	3.6	3.6	3.6	0.0	
Middle School Department Heads		2.0	2.0	2.0	2.0	2.0	0.0	
Librarians & Assistants		11.8	11.8	11.8	11.8	11.8	0.0	
Special Education Teachers	1.0	62.9	60.9	60.9	61.5	61.5	0.6	Shifted FTE's between HS & Alt Ed
Guidance Counselors / Psychologists	2.5	28.0	28.1	28.1	28.1	28.1	0.0	
Nurses	1.0	13.0	13.0	13.0	13.0	13.0	0.0	
Medical & Therapeutics Services	1.4	26.1	26.1	28.8	28.8	28.8	2.7	Increase in ABA Techs & BCBA
Paraprofessionals	1.0	109.0	110.5	110.8	111.0	111.0	0.5	
Special Education Paraprofessionals	1.0	80.6	80.6	77.7	79.0	79.0	-1.6	IEP driven changes
Non-Special Education Paraprofessionals		1.0	1.0	1.0	1.0	1.0	0.0	
Building Support		1.0	1.0	1.0	1.0	1.0	0.0	
FEIP'S		5.0	5.0	5.0	5.0	5.0	0.0	
KEIP'S		9.9	9.9	11.6	12.0	12.0	2.1	+2 Broww
Tutor - Grade 2 Classroom		0.0	0.0	0.5	0.0	0.0	0.0	
Lunchroom Monitor		6.0	6.0	6.0	6.0	6.0	0.0	
On-Line Training Coordinator		1.6	2.0	2.0	1.0	1.0	-1.0	Kennedy position closed
Virtual Education Supervisor		1.0	1.0	1.0	1.0	1.0	0.0	
High School Tutor		1.0	2.0	2.0	2.0	2.0	0.0	
High School Student Supervisor		0.4	0.4	0.4	0.4	0.4	0.0	
High School Wellness Center		1.6	1.6	1.6	1.6	1.6	0.0	
High School Student Community Coach			0.0	1.0	1.0	1.0	1.0	+1 NHS Community Coach (budgeted)
Administrative & Clerical Staff		26.6	27.3	27.3	27.3	27.3	0.0	
<b>Sub-Total - School Staff</b>	<b>17.1</b>	<b>602.6</b>	<b>603.9</b>	<b>607.9</b>	<b>608.2</b>	<b>608.2</b>	<b>4.3</b>	
<b>Administrative Staff (FTE's)</b>								
Principals & Vice Principals		16.0	16.0	16.0	16.0	16.0	0.0	
District-Wide Administration		6.0	6.0	6.0	6.0	6.0	0.0	
District-Wide Instruction		5.2	5.2	5.2	5.2	5.2	0.0	
District-Wide Administration & Finance Staff		12.0	12.6	13.6	13.6	13.6	1.0	+1 Curriculum/HR Administrative Assistant
Information Technology		12.0	12.0	12.0	12.0	12.0	0.0	
<b>Sub Total - Admin Staff</b>	<b>0.0</b>	<b>51.2</b>	<b>51.8</b>	<b>52.8</b>	<b>52.8</b>	<b>52.8</b>	<b>1.0</b>	
<b>Grand Total</b>	<b>17.1</b>	<b>653.8</b>	<b>655.6</b>	<b>660.6</b>	<b>660.9</b>	<b>660.9</b>	<b>5.3</b>	

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**ITEM TITLE:** Kennedy Middle School Building Project Update  
**ITEM SUMMARY:**

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**ITEM TITLE:** Executive Session to discuss salary negotiations for non-representative personnel in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws.

**ITEM SUMMARY:**

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**ATTACHMENTS:**

Description	File Name	Type
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**ITEM TITLE:** Future Meetings

**ITEM SUMMARY:** **May 8** - Hey NHS - Update on Middle School Experience, Middle School Schedule Update, Recognize Meghan Dwyer - Massachusetts MS Teacher of the Year  
**May 22** - Elementary Principals Professional Practice Goal-Literacy Instruction, Update from Memorial and Johnson School Principals on their Entry Plans, Homework Procedures, NHS Therapy Dog

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