**MARLBOROUGH SCHOOL COMMITTEE**
**MARLBOROUGH, MA 01752**

**Call to Order** **June 11, 2013**

**1.** Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:30pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included, Dr. Hediger Mrs. Hardy, Ms. Matthews Mrs. Bodin-Hettinger, Ms. Dwyer & Mrs. Hennessy.

Interim Superintendent Dlott & Clerk Melissa Irish were also present.

This meeting is being recorded by local cable WMCT-tv, and is available for review.

**2. Pledge of Allegiance:** Was led by Chairman Vigeant

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to move up agenda item 9A. Motion passed 6-0-1.

**9. Action Items/Reports:**

**A. School Improvement Plans**

The School Improvement Plans were presented by each individual school principal. Presentations made by:
Maria Silletti – Richer Elementary School Principal
Cheryl Piccirelli – Jaworek Elementary School Principal
Magaly Sanchez – Kane Elementary School Assistant Principal
Mary Murphy – Whitcomb School Principal
Craig Hardimon – Marlborough High School Principal
*An electronic version of the presentation is available.
Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve the plans as presented. Motion Passed 6-0-1.

**3. Presentation:**

**A. Math Articulation**

Ms. Abrams introduced the following math teachers who gave the presentation: Ms. Christine Dolan, Ms. Heather Kohn, and Ms. Lisa Belec. Other teachers involved were Ms. Elyssa Miller, Ms. Erin Casey, Ms. Karen Suvalskas, Ms. Ann Valerio, Ms. Ashley Yaskis & Ms. Kelley Daly.
*An electronic version of the presentation is available.
Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the information presented and place it on file. Motion passed 6-0-1.

**B. RETELL**

Ms. Greulich gave an update to the committee on the Rethinking Equity and Teaching for English Language Learners (RETELL) directive from the DESE.
Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the presentation and place it on file. Motion passed 6-0-1.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to move up agenda item 9F. Motion passed 6-0-1.

**9. Action Items/Reports:**

**F. Technology Request**

Mr. Mark Gibbs presented to the committee a technology request for the City's capital outlay budget in the amount of $521,040.00. Chairman Vigeant notes much of this could be funded out of the cable trust fund.
Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the requested amount of $521,040.00. Motion passed 6-0-1.

**C. School Committee Self-Assessment**

Dr. Hediger shared the results of the latest School Committee Self-Assessment.

*An electronic version of the report is available.

Dr. Hediger included in his presentation a suggested time frame with dates for the committee to schedule follow up workshops to use this information to improve the committee's performance with an eye always on board actions that can contribute to improved student achievement. Dr. Hediger requested that the committee secretary work to secure dates these dates for appropriate follow-up.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the information presented and place it on file. Motion passed 6-0-1.

2 minute recess called at 9:49pm
Meeting reconvened at 9:51pm

**4. Committee Discussion/Directives:** None

**5. Communications:** None

**6. Superintendents Report:**
Dr. Dlott opened his report with praise and thanks to the Kane School Principal search committee. There are 2 very qualified finalists that will be visiting the district.
Leo Flanagan from Charlestown will be visiting on June 12, 2013 between 10-1 and
Scott Williams from Norwood will be visiting on June 14, 2013 from 12-3
Jointly the candidates will be in the District on the 17th and the 25th.

**7. Acceptance of Minutes:**

**A. Minutes of May 28, 2013 School Committee Meeting**

Motion made by Ms. Dwyer, seconded by Chairman Vigeant to approve the minutes of the May 28, 2013 meeting as presented. Motion passed 6-0-1.

**8. Public Participation:** None

**9. Action Items/Reports:**

**A. School Improvement Plans**

This item was moved up in the agenda.

**B. FY13 Financial Report**

Mrs. Bottan gave the current FY13 Fiscal Report.
*An electronic version is available.
3 transfers were requested.
Motion made by Mrs. Hardy, seconded by Chairman Vigeant to transfer $192,000.00. Motion passed 6-0-1.
Motion made by Mrs. Hardy, seconded by Chairman Vigeant to transfer $651,600.00. Motion passed 6-0-1.
Motion made by Mrs. Hardy, seconded by Chairman Vigeant to transfer $181,943.00. Motion Passed 6-0-1.

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|---|---|---|---|---|---|---|---|
| **FY 2013 END YEAR BUDGET TRANSFERS** | | | | | | | |
| **To Salary Reserve Budget Transfer** | | | | | | | |
| 40463H01 | 70115 | Phoenix Adju Counselor | $ (5,000) | 48045D01 | 70126 | Salary reserve | $ 192,000 |
| 40636p08 | 70302 | EXE Para | $ (10,000) | | | | |
| 41501404 | 70109 | teacher | $ (18,000) | | | | |
| 42001404 | 70109 | teacher | $ (20,000) | | | | |
| 42040e01 | 70118 | speech therapist | $ (4,000) | | | | |
| 42501101 | 70109 | teacher | $ (6,000) | | | | |
| 42537e03 | 70302 | para | $ (2,500) | | | | |
| 42544e03 | 70302 | para | $ (4,600) | | | | |
| 43502m01 | 70109 | teacher | $ (15,000) | | | | |
| 43508m02 | 70109 | teacher | $ (7,500) | | | | |
| 45537h04 | 70302 | para | $ (9,000) | | | | |
| 48039d01 | 70115 | adj counselor | $ (5,500) | | | | |
| 41509e02 | 70501 | im | $ (2,000) | | | | |
| 42099e03 | 70502 | im | $ (8,000) | | | | |
| 43599m06 | 70413 | trans | $ (14,000) | | | | |
| 45502h02 | 70501 | im | $ (5,000) | | | | |
| 45511h02 | 70501 | im | $ (1,000) | | | | |
| 45512h02 | 70501 | im | $ (2,200) | | | | |
| 45513h04 | 70503 | speech therapist | $ (5,000) | | | | |
| 48041d04 | 70407 | therapy summer | $ (8,000) | | | | |
| 48099d53 | 70503 | speech therapist | $ (8,000) | | | | |
| 48030d01 | 70305 | network tech | $ (8,700) | | | | |
| 48047d05 | 70335 | helpdesk | $ (23,000) | | | | |
| **Total** | | | **$ (192,000)** | **Total** | | | **$ 192,000** |

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|---|---|---|---|---|---|---|---|
| **From Salary Reservce Budget Transfer** | | | | | | | |
| 48045D01 | 70126 | Salary reserve | $ (651,600) | 40415H01 | 70109 | Phoenix Teacher | $ 1,537 |
| | | | | 40463H04 | 70302 | Phoenix ACTT Para | $ 3,434 |
| | | | | 40636P15 | 70105 | Principal ECC | $ 1,720 |
| | | | | 40640P01 | 70122 | Beh Tech | $ 9,676 |
| | | | | 41540E01 | 70122 | Beh Tech | $ 3,299 |
| | | | | 41599E01 | 70106 | Assist. Principal | $ 2,438 |
| | | | | 42001101 | 70109 | Teacher | $ 50,282 |
| | | | | 42040E01 | 70122 | Beh Tech | $ 13,191 |
| | | | | 42099E04 | 70106 | Assist. Principal | $ 1,788 |
| | | | | 42540E01 | 70122 | Beh Tech | $ 71,323 |
| | | | | 42544E01 | 70109 | Ell Teacher | $ 23,681 |
| | | | | 42599E04 | 70106 | Assist. Principal | $ 8,209 |
| | | | | 43537M01 | 70109 | SPED Teacher | $ 1,570 |
| | | | | 43554M01 | 70122 | Beh Tech | $ 81,624 |
| | | | | 43599M03 | 70106 | Assist. Principal | $ 6,878 |
| | | | | 45504H01 | 70109 | History Teacher | $ 8,406 |
| | | | | 45537h02 | 70109 | Sped Teacher | $ 25,915 |
| | | | | 45540h01 | 70122 | BCBA | $ 5,958 |
| | | | | 45540h01 | 70131 | BCBA | $ 17,224 |
| | | | | 45599h03 | 70106 | Assist. Principal | $ 5,566 |
| | | | | 45599h50 | 70103 | Ath Director | $ 7,048 |
| | | | | 48037d50 | 70103 | SPED Director | $ 2,100 |
| | | | | 48037d50 | 70104 | Assist. SPED Director | $ 1,831 |
| | | | | 48038d51 | 70127 | Nursing | $ 38,381 |
| | | | | 48099d10 | 70314 | Tutor | $ 6,597 |
| | | | | 48099d50 | 70103 | ILDS | $ 4,200 |
| | | | | 48021D05 | 70128 | Grants Manager | $ 1,300 |
| | | | | 48022d01 | 70202 | Secretary | $ 2,015 |
| | | | | 48022d02 | 70309 | Project manager | $ 1,263 |
| | | | | 48022d05 | 70606 | Sick leave buy back | $ 6,450 |
| | | | | 48022D08 | 70103 | Director HR | $ 1,200 |
| | | | | 48022d08 | 70334 | Analyst | $ 2,500 |
| | | | | 48047d02 | 70103 | Director IT | $ 2,341 |
| | | | | 48099d62 | 70307 | Computer Tech | $ 1,655 |
| | | | | 48026D01 | 70110 | SUBSTITUTES | $ 119,000 |
| | | | | *Account to be provided b* | | PENDING RATIFICATION | $ 110,000 |
| **Total** | | | **$ (651,600)** | | | **Total** | **$ 651,600** |
| | | | | | | | |
| **Special Education Budget Transfers** | | | | | | | |
| 48026D05 | 70608 | Course Reimbursement | $ (10,000) | 48026D04 | 70506 | Resource Materials | $ 10,000 |
| 48026D05 | 70608 | Course Reimbursement | $ (3,200) | 48026D05 | 70632 | Conference | $ 3,200 |
| 48037d59 | 70629 | Testing | $ (7,400) | 48099d52 | 70416 | Outside evaluations | $ 7,400 |
| 48099d03 | 70443 | Contracted Services | $ (25,000) | 48022d08 | 70443 | Contracted Services | $ 25,000 |
| 48099d52 | 70416 | Copier | $ (3,539) | 48099d21 | 70415 | Copier lease | $ 3,539 |
| 48099d52 | 70416 | Copier | $ (3,437) | 48099d21 | 70416 | Copier Maint. | $ 3,437 |
| 48037D53 | 70431 | Private Day Tuition | $ (19,239) | 48037d51 | 70401 | SPEd consultant | $ 19,239 |
| 48037D53 | 70431 | Private Day Tuition | $ (25,751) | 48037d51 | 70443 | Contracted SPED Services | $ 25,751 |
| 42538e01 | 70112 | Nurse | $ (30,625) | 48037d51 | 70443 | Contracted SPED Services | $ 30,625 |
| 42540e01 | 70118 | Speech therapist | $ (20,105) | 48037d51 | 70443 | Contracted SPED Services | $ 20,105 |
| 48037D53 | 70431 | Private Day Tuition | $ (33,647) | 48037d52 | 70430 | Tuition Public School | $ 33,647 |
| **Total** | | | **$ (181,943)** | | | | **$ 181,943** |

### C. FY14 Budget Adjustments

Mrs. Bottan gave a recommendation on closing the gap from the city council's reduction of $250,000.00 from the school departments budget for FY2014.

*An electronic version is available.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the recommendation of the

Business Manager. Motion passed 6-0-1.

**D. FY14 Authorization of Non-union Wage Increase**

Dr. Dlott recommended a 2% increase for unaffiliated employees. This money was included in the budget.
Motion made by Mrs. Hardy, seconded by Chairman Vigeant to approve the recommendation of the Superintendent. Motion passed 6-0-1.

**E. Policy Adoption (Tabled at May 28, 2013 meeting)**

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to remove the 2 policies from the table. Motion passed 6-0-1.

Mrs. Dwyer requested that Mrs. Greulich speak to the equity issue on BYOD, which Mrs. Gruelich did.

Mrs. Hardy requested her suggested change be incorporated by reversing the order of the language relative to the use of electronic devices in the classroom, which Mrs. Hennessy agreed was a good idea.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve Policy 7.970, Internet Usage Policy as amended. Motion passed 6-0-1.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve Policy 7.980, Social Media Policy as amended. Motion passed 6-0-1.

**F. Technology Request**

This item was moved upon the agenda.

**G. Acceptance of Donations and Gifts**

MASSexcELLs Grant has been awarded to the district in the amount of $52,000.00 for use as reimbursement towards a FY14 salary.
Motion made by Mrs. Bodin-Hettinger seconded by Chairman Vigeant to accept the $52,000.00 grant. Motion passed 6-0-1.

**10. Reports of School Committee Sub-Committees:**

Mrs. Hennessy reported the Policy Sub Committee met and is reporting out multiple proposed policies:
7.300 Trips and Excursions
7.300a Field Trip Application Form
7.300b Field Trip Consent Form (English, Portuguese & Spanish)
7.310 Overnight Travel
7.320 Student Travel Regulations
7.400 Community & Business Volunteers
7.500 - Duplicate to be struck
7.600 School Library Material Selection
7.700 Homework
7.800 - Duplicate to be struck
7.981 Computer Network User Agreement (English) (Portuguese & Spanish to follow)
All policies are tabled until the next regularly scheduled meeting for action.

Mrs. Matthews reported out that the Negotiations subcommittee has been successful in acquiring 2 tentative agreements with the Administrative Office Group and The PARA Educators Group.
Motion made by Mrs. Matthews, seconded by Chairman Vigeant to suspend the rules to add an agenda item to enter into Executive Session to discuss and vote on the tentative agreements. Motion passed 6-0-1.

**11. Members Forum:**

Ms. Dwyer informed the committee that the next meeting would be her last, and she would be resigning her seat on the school committee effective July 1, 2013.
Chairman Vigeant thanked Ms. Dwyer for her service to the City.

Mrs. Bodin-Hettinger inquired about one on one exit interviews with the outgoing interim Superintendent. It was noted that it would be helpful to each member to hold the interviews individually.
Dr. Hediger noted that June is Safety Month and commended John Ghiloni as an unsung Hero to the District. It was also noted that the long awaited Whitcomb School auditorium renovation is scheduled to start on June 26, 2013.

**12. Executive Session:**

The committee voted to convene in executive session for the sole purpose of contract negotiations updates with the Para Educators and Administrative Office support staff bargaining units.

Roll call vote to go into executive session:
Dr. Hediger – Yes
Mrs. Hardy – Yes
Mrs. Matthews – Yes
Mrs. Bodin-Hettinger – Yes
Ms. Dwyer – Yes
Mrs. Hennessy – Yes
Chairman Vigeant - Yes
Committee adjourned into executive session at 10:37pm will adjourn directly from Executive Session.

**13. Adjournment:** Motion made by Dr. Hediger, seconded by Chairman Vigeant to adjourn at 10:50pm the motion passed unanimously.

Respectfully submitted,

Margaret Dwyer
Marlborough School Committee

MD/mai