



## SCHOOL COMMITTEE

Lisa Fiske- Heger, Chairperson  
Tom Devin, Vice Chairperson  
George Kokoros, Recording Secretary  
Cyril Chafe  
Kate Naughton  
David Ringius  
Joseph Sullivan, Mayor

### SCHOOL COMMITTEE MEETING

Monday, July 10, 2017  
Braintree High School Media Center

### MINUTES

School Committee Present: Cyril Chafe/Thomas Devin/Lisa Fiske Heger/Kate Naughton/  
George Kokoros/David Ringius/Mayor Joseph Sullivan (arrived at 7:20  
p.m.)

Administration: Dr. Frank Hackett, Superintendent of Schools  
Mr. James Lee, Interim Assistant Superintendent of Schools  
Ms. Jennifer Fay, Director of Personnel and Student Services

Student Representatives: Michael Baumgartner/Edmund Bousaleh/Sean Morin/  
Patrick Sullivan

Recorder: Mary Ann Cuddahy

I. CALL TO ORDER

Ms. Fiske Heger called the meeting to order at 7:17 p.m.

II. ROUTINE MATTERS

A. Introduction of New Student Representatives to School Committee

Ms. Fiske Heger welcomed the four new student representatives to School Committee. They are all rising seniors; Michael Baumgartner, Edmund Bousaleh, Sean Morin and Patrick Sullivan. Each new student representative spoke, telling the committee about themselves. Ms. Fiske Heger inquired about the selection process, thanked the students for volunteering and added that the School Committee is happy to have them as the new School Committee student representatives.

B. Consideration of Approval of Minutes: Open Session June 12, 2017

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to approve the minutes for the Open Session of June 12, 2017.

ROLL CALL: AYES –5

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros/  
Ms. Naughton/

Abstention: Mr. Ringius

C. Presentation of Yearbook to School Committee

Karen Persutti, Class of 2017 Yearbook staff, Tiffany Vo, Editor of the upcoming 2018 yearbook and BHS staff members, Susan Smith and Marsha Roos, presented the 2016-2017 BHS Yearbook to the School Committee

and to Dr. Hackett. Ms. Fiske Heger thanked the students, acknowledging the hard work and commitment by the students. Ms. Naughton commented on the quick turnaround for the supplement. Dr. Hackett added that the work behind the scenes to make sure almost every student had a picture in the yearbook is very impressive.

D. Braintree Continuing Education Annual Report 2016-2017

Dr. Hackett shared the annual report of the Continuing Education program with the School Committee. Dr. Hackett shared that this information was brought to him at the end of the school year. He did state if the Committee would like to have Mr. Caruso come to a School Committee meeting to discuss the report further, Dr. Hackett would be happy to arrange that. Dr. Hackett feels it is a robust program that is offered. He also shared that there was some discussion about bringing back the winter session but that at this time the schedule will remain the same.

Ms. Fiske Heger asked why the SAT enrollment numbers have dropped. Mr. Lee responded he feels that part of it relates to the actual change in the SAT and students and parents are looking further into what the new SAT feels like. Mr. Lee shared that he believes those numbers will go back up. Part also relates to how colleges are perceiving the new SAT while they go through the transition but as things stabilize he feels the numbers will change. Ms. Fiske Heger asked if it was true that some colleges are moving away from SAT's and Mr. Lee responded that there are a number of colleges using the ACT and more kids are taking the ACT now.

Ms. Fiske Heger added that the Adult Continuing Education a great program that offers a great selection of classes. Mayor Sullivan asked if other communities are still offering the Adult Education program. Dr. Hackett responded that the trend has been for school systems and towns to move away Adult Continuing Education programs due to community colleges offerings. Most adult education programs are interest based focused. He added that Braintree's program is self-funded.

E. Communications & Commendations

- Ross Elementary School Commendation for Voya Financial, who donated their time and participated in a service day program at the Ross School landscaping the school grounds.

Dr. Hackett shared, under communications, that he has hired a Human Resource Manager, Linda Hallamore. Ms. Hallamore comes to Braintree from the Mansfield Public School system where she served as the Assistant to the Superintendent from 2012 to the present. In that role, Ms. Hallamore was charged with numerous HR functions, including management of the CORI and fingerprinting process, employment contracts, FMLA, leaves, educator licensure and web-based professional development. Prior to Mansfield, Ms. Hallamore was the food services manager for the Easton Public schools for six years and held various professional management roles in the health care industry before going to Easton. Ms. Hallamore is a graduate of Westfield State University with a degree in communications and journalism, and comes to us very highly recommended. He shared that Ms. Hallamore will replace Treacy Lewald who was in the Central Office for the past year and is moving on.

Ms. Fay added that she has hit the ground running, is fearless, a problem solver and has a warm personality and is very happy to be in Braintree.

Ms. Fiske Heger also added a warm welcome to Mr. Lee, new Interim Assistant Superintendent.

## F. Gifts to Schools

### 1. Liberty Elementary School; gifts to schools totaling \$3,303.30

- a. VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to accept as a gift to schools two checks; one in the amount of \$1,200.00 from the Liberty PTO and a second check in the amount of \$2,103.30 from the Liberty PTO, both to be used as needed in support of the mission and vision of the Liberty Elementary School.

### 2. East Middle School; gifts to schools totaling \$708.20

- a. VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to accept as a gift to schools a check in the amount of \$68.50 from the Random Act of Kindness Fund, a check in the amount of \$205.00 from the Lifetouch Photos, and checks and cash totaling \$434.70 from the sale of counting by 7's books, all to be used as needed in support of the mission and vision of the East Middle School.

ROLL CALL: AYES –7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros/  
Ms. Naughton/Mr. Ringius/Mayor Sullivan

### 3. Ross Elementary School; gifts to schools totaling \$200.00

- a. VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to accept as a gift to schools a check in the amount of \$200.00 from Megan Zguro to be used as needed in support of the mission and vision of the Ross Elementary School.

ROLL CALL: AYES –7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros/  
Ms. Naughton/Mr. Ringius/Mayor Sullivan

### 4. Bay State Textiles; gifts to schools totaling \$141.25

- a. VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to accept as a gift to schools four checks in the amount of \$40.75, \$22.50, \$48.50 and \$29.50 from Bay State Textiles as gifts to schools to be used as needed in support of the mission and vision of the Braintree Public Schools.

ROLL CALL: AYES –7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros/  
Ms. Naughton/Mr. Ringius/Mayor Sullivan

## III. FROM SUPERINTENDENT AND STAFF (Taken out of Order 7:27 pm)

Dr. Hackett announced that he was pleased to introduce Michael Larkin, current teacher at Braintree High School. He shared that Interim Headmaster Delery recommended Mr. Larkin, and that Dr. Hackett appointed Mr. Larkin as the one year Interim Housemaster at BHS for the 2017-2018 school year. Dr. Hackett shared that Mr. Larkin has been a member of the BHS faculty since 2007. His degrees include a Bachelor of Arts in history education from UMass Dartmouth, a Masters of Education with a focus in history from Eastern Nazarene, and most recently a CAGS in Moderate Disabilities 5-12 from American International College.

In September 2007, Mr. Larkin came to BHS (his alma mater) to teach history. He spent eight years in that position, during which time he coached a variety of athletic teams and served numerous roles including club advisor, search committee member, professional development facilitator, and Strive to Succeed team member. Most recently, Mr. Larkin created and has been the coordinator of the COMPASS program for the past two years, in which he had worked closely with mainstream students and their parents. In this role, Mr. Larkin

collaborated with teachers, guidance counselors and housemasters on many student issues. Dr. Hackett added that Mr. Larkin joins the Housemasters with a unique background and feels that he will do a great job in the role.

Mr. Larkin thanked Dr. Hackett and Mr. Delery, and feels that his experience in mainstream and special education classrooms, as well as working with the new Compass Program, makes him a solid candidate for the position. He is excited for the opportunity to work as a Housemaster at Braintree High School.

Dr. Hackett added an update on projected enrollment, sharing that we are currently projected at 40 additional students since June. He added that BPS continues to see the trend of an increase in numbers, and that a lot can happen over the summer, using Flaherty School as an example from the previous school year. Dr. Hackett shared that there is a need for one additional 1<sup>st</sup> grade teacher at the Hollis School due to the implementation of the Flexible Boundary Zone Policy in place, with families new to town attending first grade at Hollis instead of Liberty for September. There will also be a reduction in grade 2 at the Ross School due to a low enrollment at Ross in that grade level; therefore, it is a wash. He stressed that administration continues to look at the kindergarten numbers and the full day program is solid at 173 currently at the kindergarten center and assured the Committee that they were keeping a close watch on the total numbers, including half day, to be able to accommodate for all incoming summer kindergarten registrations.

Dr. Hackett also shared that Braintree will be experiencing a larger preschool class next year, adding that there is a higher percentage of students coming with higher needs into the program. Dr. Hackett confirmed the need for additional support services to support those programs. He added there is a tuition component for the integrated part of the preschool program and added that they will realize a reduction in the actual overall tuition income because there will be more students in the integrated program not paying tuition than the regular education students. Dr. Hackett added that the tuition rate for preschool is extremely low. Dr. Hackett would recommend looking at the costs at a later time for both preschool and kindergarten.

#### IV. FROM THE SCHOOL COMMITTEE

##### A. School Building Committee Update

Mr. Devin shared that there was a School Building Committee meeting prior to the School Committee meeting. An overview was of the design phase presented at the meeting by the Owner's Project Manager. The meeting showed what the site will look like including parking and fields. Mr. Devin added in the coming weeks there will be more updates in terms of the inside of the building.

Ms. Fiske Heger added that the committee has been doing site visits. She shared they discussed community outreach to keep the community abreast of the changes, talked about field access and the existing auditorium and some changes.

Mayor Sullivan added that at the MSBA meeting two weeks prior, a lot of good work was being done and that much was getting accomplished. Mayor Sullivan added that prior to the School Building Committee meeting there was an ESCO meeting, which is an energy savings program for the schools. Through a selection process, a firm was chosen and they met today. It should commence this fall and will add savings in terms of energy costs. There is a significant transformation taking place in the schools.

Dr. Hackett shared that there is significant asbestos tile removal being done at both Ross and Flaherty Schools and that these two projects are on target. There will be a noticeable difference in the entrance ways with the new tiles. There is significant work being done at South Middle School in terms of paving and modular units being installed. Paving is being done at the Liberty School. He feels the school department has utilized the money very well that the Town has provided for capital projects. He commended Mr. Cronin for his hard work in getting the

projects all running.

## B. Policy Subcommittee

### 1. Massachusetts Foundation Budget Review Commission Recommendations

Dr. Hackett shared with the Committee information from the Massachusetts Foundation Budget Review Commission report. He explained that the MASC (Massachusetts Association of School Committees) has provided a good overview of what the FBRC recommendations are.

Dr. Hackett summarized that Chapter 70 aid, which is state funding, mainly locally funded, is a significant component. The way that the state determines how much money communities get for Chapter 70 is based on the foundation budget (formula the state uses). The formula is based on per pupil rate, and they make adjustments on students with special needs and different student populations and how much a system should spend based on nine categories. A dollar amount is set and then that becomes the required local contribution, giving a system a set amount of money if the community raises a set amount on their end. Dr. Hackett explained that the Foundation Budget Review Commission was put together because pieces of this formula have not been updated and need to be. Dr. Hackett presented an example of retired health insurance, explaining that a big part for the Commission would be to add retired health insurance to the Foundation Budget. While the retired health insurance it is not part of the school's budget, it is part of the Town's budget. However, it is one pot of money in the end and it is less that the Town has available not only to fund the School Department but other Town departments, as well. In addition, there are concerns on how they calculate special education. Both the retired health insurance and special education are the two largest groups that are not accounted for. Many school systems across the state have taken a stand to support the vote of the Massachusetts Foundation Budget Review Commission. It is a non-binding vote. The vote is a statement to legislatures that this is being supported across the state. Dr. Hackett shared that it is something that the Committee could vote on in August and that he feels it is important for Braintree to be heard on this issue.

Mayor Sullivan added that there is much talk about the Chapter 70 formula. There would be ramifications to all communities with any change. It is not an easy task and agrees that the report does speak to two key findings. Mayor Sullivan would prefer to invite the legislatures to join the School Committee in August or September for their input and what legislative action may be taken on this report. Ms. Fiske Heger added that an invitation will be extended to the August meeting to the legislatures.

### 2. Consideration of Approval

#### a. Proposed Changes to BHS 2017-2018 Student/Parent Handbook

Mr. Lee shared that there are only a few changes being proposed. One would be to specify a number of family bereavement days. He added that they would like to have something in writing indicating what the school would anticipate. There would be some discretion where travel may take a family out of town. It would be five days. Definition of a family member would be those living in a household. He added that a number of families have family members out of the country and would be on a case by case.

#### 1. Family Bereavement Days (page 31)

- *"Bereavement absences after the death of a family member, up to 5 school days"*

#### 2. Braintree High School Tardy to School Policy (page 33)

- Adjust the numbers for consequences from 3,5,7, and 9 to:  
3: Warning  
5: Office Detention  
8: *Extended Day Detention*  
11: *Saturday School Suspension*

3. Social Probation (page 40)

- Adjust language for non-athletes about when it starts and ends in regards to the school calendar
- *“The MIAA-Chemical Health Policy States: From the earliest fall practice (for all student athletes, all seasons) or from the first day of school (for all non-athletes). . .”*

4. Car Accidents on BHS Property – Mr. Lee explained it will give clarification on how to proceed.

- Add language to the Handbook that such incidents will be reported to the Braintree Police/SRO for processing
- *“Any student(s) involved in any type of motor vehicle accident while on school property will be referred to the Braintree Police Department for processing and assistance.”*

5. Technology & BYOD Policy (page 28-29), (pages 34-35)

- Remove the following from Policies and Procedures (pages 28-29) and from the BPS District Policies section:
  - Computer Acceptable Use Policy
  - Computer Use
  - Computer Lab Rules
- Insert the new *BPS Network & Technology Responsible Use Policy*
- Insert the following language under the Cell Phones/Electronic Devices/BYOD section located within Student Responsibilities (pages 34-35):

*“The following guidance applies to students’ electronic devices as part of the BYOD initiative:*

- *Students are expected to fully charge the device prior to each school day. Use of outlets in the classroom for device charging is at the discretion of the teacher. Secure areas for charging devices will be available, but students are responsible for device safety and security at all times.*
- *Students using the school’s wireless network are bound by the Network & Technology Responsible Use Policy even if the device is personal property.*
- *If a student does not have regular and reliable WiFi or ethernet on a computer (not a cell phone) at home, he/she or the family should contact the student’s guidance counselor, who will work with school resources to assist the student in participating in the BYOD initiative.*
- *Any images or content on the electronic wallpaper, case, screensaver, or profile picture that a student employs (even on a personally-owned device) in school must be appropriate for the school community as outlined elsewhere in this handbook.*

6. Chemical Health Policy (page 41) –

Current Language:

Braintree High School considers the police officer(s) at the scene to be a credible witness to events that take place outside of school. Information detailed in a police report is the basis for determining when the consequences of the Chemical Health Policy will be imposed.

Proposed Language:

*Braintree High School considers law enforcement officials to be credible witnesses to events that take place outside of school. Information detailed in a police report is the basis for determining when the consequences of the Chemical Health Policy will be imposed.*

Mayor Sullivan stated that he wanted to clarify publically the policy. He shared that the policy basically states that the police officer on the scene and the written report, as well as any further investigation added to the report, are deemed credible and that is what the high school uses to make their determination. Ms. Moynihan stated that they base the discipline on the report provided to the high school and that they deem the report and police officers as credible witnesses. Ms. Moynihan added that the Housemasters work through the Headmaster and if there is any confusion in the police report, the Headmaster clarifies the confusion and the discipline is then decided and handed down. Mayor Sullivan added that his office gets calls as well. What he would like to figure out, with the added language, is that it could be another law enforcement official, who in the end is the final arbitrator of imposing the chemical health policy, is it the Headmaster? Mr. Lee answered yes, it is the Headmaster.

Dr. Hackett added that what the schools wants is to be consistent with the intent of the Chemical Health Policy that the Chemical Health Policy is the same in the BHS Parent/Student handbook. He added that the school wants to be consistent with the intent of the policy that the School Committee voted on.

Mr. Ringius added that he feels by adding it to the handbook, it keeps it in line with the will of the Policy. Mr. Kokoros added that when this was discussed by the Policy Subcommittee, it was ultimately to have clarity for the policy.

Michael Baumgartner, asked why it does not say “emergency Services” instead of law enforcement? Mr. Lee added it is a great point but that typically it comes from some form of law enforcement.

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Ringius to approve the changes to the BHS 2017-2018 Student/Parent Handbook.

ROLL CALL: AYES – 7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros

Ms. Naughton/Mr. Ringius/Mayor Sullivan

b. Proposed Changes to Middle School 2017-2018 Student/Parent Handbook

Mr. Sheehan and Mr. Rainie spoke to their proposed changes for the Middle School Handbook.

1. Tobacco policy to include “nicotine products and paraphernalia” with examples to incorporate e-cigarettes (pgs. 35 & 52)
2. Change title of section to “Technology use”
3. Add new Network & Technology Responsible Use Policy (pages 27, 23)
4. Add Health to Program of Studies section under grade 6 (pg. 18)
5. Update the following:
  - a. School Committee and Central Office staff
  - b. Mission, Visions and Beliefs
  - c. School websites
  - d. District calendar
  - e. Important Dates

Mayor Sullivan asked if we have middle school student’s vaping to which Mr. Rainie answered yes. He further added that it is very easy to get hands on vaping products. Mr. Sheehan added that the manufacturers are significantly marketing their product to the youth.

Mr. Kokoros shared that they did discuss about possibly expanding the Chemical Health Policy to the middle schools and was curious of Mr. Sheehan and Mr. Rainie's thoughts. Mr. Sheehan said he would need to read the policy through in its entirety. Does not believe they have the same volume of concerns as the high school but that they have the same concerns for the health and safety of the students. Mr. Sheehan was not sure how much that policy would apply directly to the middle school aged children, particularly with MIAA rules. Mr. Kokoros feel, if added, it would be something more adaptive to the middle school level. Mr. Rainie added that the policies in place have been sufficient thus far. Parents seem to have the same initiatives as the middle school. Does not feel there is as much push back as at the high school level.

**VOTED UNANIMOUSLY:** Upon a motion by Mr. Ringius and seconded by Mr. Kokoros to approve the changes to the Middle School 2017-2018 Student/Parent Handbook.

ROLL CALL: AYES – 7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros

Ms. Naughton/Mr. Ringius/Mayor Sullivan

c. Proposed Changes to Elementary 2017-2018 Student/Parent Handbook

Ms. Fay spoke to the policies and changes added for the elementary schools. Ms. Fay did state that Mr. Riordan had offered to present at School Committee but she had offered to make the presentation.

1. Tobacco policy to include “nicotine products and paraphernalia” with examples to incorporate e-cigarettes (pg. 16)
2. Change title of section to “Technology use” (pg. 12)
3. Add new Network & Technology Responsible Use Policy (pages 13-15)
4. Delete examples of negative behaviors (i.e. “No popping juice cartons”, no “loitering” etc.)
5. Under Dress Code (pg. 29)
  - a. Add students may wear hats on special occasions
  - b. Remove length of skirts, etc.
  - c. Remove “navel, shoulders, back, etc.” that clothing may not expose.
6. Updated the following:
  - a. School Committee and Central Office staff
  - b. Mission, Visions and Beliefs
  - c. School websites
  - d. District calendar
  - e. Important Dates

Michael Baumgartner asked regarding #1 and the tobacco policy, how are the schools educating the students do not do this? Ms. Fay added that the state has mandated health classes to grade 5 students, as well, have gotten a grant that will expand on this. Nurses also went into grade 2 classrooms and each student received a magnet. Information on the magnets explain appropriate ways to dispose of over the counter medicines, what not to do when you find a needle at a playground, etc. Between the partnership and the school's health curriculum it will be expanding. Ms. Fay added that Ms. Bennett, Ms. Melchionda and Mr. Garofalo are all focused on this topic.

**VOTED UNANIMOUSLY:** Upon a motion by Mr. Kokoros and seconded by Ms. Naughton to approve the changes to the Elementary 2017-2018 Student/Parent Handbook.

ROLL CALL: AYES – 7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros

Ms. Naughton/Mr. Ringius/Mayor Sullivan



d. BEDH: Public Comment at School Committee Meetings

Dr. Hackett shared that this policy had been on the agenda previously, have addressed some good positive feedback that was given at previous meetings. The subcommittee does not want the policy to be negative in tone. However, it is the subcommittee's intent to effectively communicate to the public. He reiterated that a School Committee meeting is a public meeting with a process and want to make clear what the expectations of the School Committee are.

Mr. Ringius shared that he does appreciate some of his comments made have been included in the revised policy. Mr. Ringius stated that he is supportive of it now and thanked the Committee for getting it right. Mayor Sullivan feels the policy strikes the right balance, encouraging dialogue and public participation but allows the Chair to lead the meeting.

VOTED UNANIMOUSLY: Upon a motion by Mayor Sullivan and seconded by Mr. Ringius to approve the Public Comment at School Committee Meetings Policy.

ROLL CALL: AYES – 7

Mr. Chafe/Mr. Devin/Ms. Fiske Heger/Mr. Kokoros

Ms. Naughton/Mr. Ringius/Mayor Sullivan

V. CITIZEN PARTICIPATION

None

VI. ADJOURN

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to adjourn.

ROLL CALL: AYES – 7

Mr. Chafe/ Mr. Devin/ Ms. Fiske Heger/Mr. Kokoros

Ms. Naughton/David Ringius/Mayor Sullivan

Time Adjourned: 8:23 p.m.



George Kokoros  
Recording Secretary