

## SCHOOL COMMITTEE MEETING

Monday, August 15, 2016  
Colbert Administration School  
348 Pond Street, Braintree  
7:00 P.M.

School Committee Present: Cyril Chafe/Thomas Devin/Lisa Fiske Heger/George Kokoros/Kate Naughton/David Ringius/Mayor Joseph Sullivan

Administration: Superintendent of Schools – Dr. Frank Hackett  
Assistant Superintendent of Schools – Ms. Jennifer Fay-Beers  
Business Manager – Mr. Ed Cronin

Student Representative: Edmond Bousaleh

Recorder: Mary Ann Cuddahy

### I. CALL TO ORDER

Ms. Fiske Heger called the meeting to order at 7:07 p.m.

### II. ROUTINE MATTERS

#### A. Consideration of Approval of Minutes: Open Session July 11, 2016

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to approve the minutes for the Open Session of July 11, 2016.

ROLL CALL: AYES – 7

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

Ms. Naughton/Mr. Ringius/Mayor Sullivan

#### B. Communications:

Dr. Hackett brought to the attention of the School Committee that at their seats was a folder with additional items with a coversheet/outline, including a revised 2016-17 school year calendar with names of the new principals, 2 job descriptions and proposals; BHS Coordinator Learning Center and Coordinator of Special Education at South Middle School both with revisions that Dr. Hackett redlined for the members to review. Also, Athletic Trainer draft job description was included.

a. SPARK 2016 Summer Program Report: Dr. Hackett discussed that this program was held at the Morrison School this year due to the ongoing Liberty renovations. He turned this presentation over to Ms. Fay who reported that the SPARK Program (Summer Program About Reaching Kids) just completed its 55<sup>th</sup> session on July 29<sup>th</sup>. SPARK is a four-week remedial and enrichment program offering remedial help, as well as small group tutoring. Also offered were mini courses for students wanting summer enrichment opportunities on a week-to-week basis, which works well with families who go away and are unable to commit to all four weeks. A total of 307 students attended the summer program, 209 attended elementary classes, 39 attended preschool/pre-k program and 60 attended the Extended School Year program. The Extended School Year Program is a social enrichment program

that specifically targets children with difficulties with social pragmatics, nonverbal and social cues and behavior. Students are integrated into the SPARK enrichment courses each day. The Extended School Year Program has run for nine years. The most popular offerings this year included Computer Fun, Digital Photos and Karate. Ms. Fay stated that she was lucky enough to see "Finding Nemo", a drama program, which the students learned in two weeks. Ms. Fay thanked Marilyn Connell for coordinating the program, all of the teachers and the paras that work with her, Alice Elstermeyer and Kathy Petrelli for their help in the office, Principal John Riordan for his assistance in his building, and all the custodians for keeping the building clean and in great shape all summer. Dr. Hackett also thanked the Braintree Police Department for their assistance, as there was some traffic issues with the drop off/pick up in the first few days. Dr. Hackett mentioned that he got to see "Snow White and the Seven Dwarfs." Dr. Hackett commented that it was excellent and hard to believe they could put that production on in such a short period of time. Dr. Hackett also thanked Marilyn Connell for such a comprehensive report; it shows her dedication and commitment.

Mr. Devin commented that he has always been a supporter of the summer programs. He thanked Dr. Hackett and Ms. Fay for this program.

Mr. Chafe inquired what happens with any surplus of money from this program. Ms. Fay explained that the money goes into the revolving fund but if anything is needed it gets paid for upfront. For example, iPads have been purchased and have been used for the Digital Photos course and fans were purchased, as well. The iPads and fans have been left at the home base of the summer program and can be used by that school during the school year.

Ms. Fiske Heger commented that her children participated in the SPARK program in the past. She stated that it is great program and thanked and congratulated Ms. Connell for her work, as well as the teachers and staff. She also commented on the week-to-week program and how great that is for families.

b. Opening of School Dates

- i. New Teacher Welcome & Orientation: August 31, 2016 & September 1st
- ii. Opening Day all Staff: September 6, 2016

Dr. Hackett went over the dates of both the New Teacher Welcome and Orientation, as well as the Opening Day meeting for all staff and welcomed the School Committee to join them at both meetings should their schedules permit. Ms. Fay mentioned that the School Department has hired approximately 40 new teachers and that their mentors meet with the new teachers that day.

C. Gifts to Schools –Approvals:

District-wide Donations

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 \$55,079.20 from Verizon e-rate as a gift to schools to be used to be used district-wide.

ROLL CALL: AYES – 7

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

Braintree High School Wrestling Team Donation

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to accept a check in the amount of \$1,000.00, from the Fidelity Charitable grant through the generosity of the Heran Family Charitable Fund as a gifts to schools to be used for the Braintree High School Wrestling Team (for Coach Dundin).

ROLL CALL: AYES – 7

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

South Middle School Donation

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to accept a check in the amount of \$26.00 from Bay State Textiles as a gift to schools to be used as needed in support of the mission and vision of South Middle School.

ROLL CALL: AYES – 7

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

Braintree High School Donation

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to accept 8 checks totaling \$2,690.40 (listed below) as a gifts to schools to be used by Braintree High School.

- \$300.00 from Norfolk District Attorney's office to be used for the 2016 Operation Graduation
- \$25.00 from Bay State Textiles
- \$8.50 from Bay State Textiles
- \$200.00 from Target Take Charge of Education Program
- \$170.07 from Target Take Charge of Education Program
- \$381.27 from Target Take Charge of Education Program
- \$7.00 from Constables Network
- \$1,608.58 from Ahold, A+ Rewards Program

Mayor Sullivan asked the Chair if it is required to approve Bay State Recycling each time a check comes in. Ms. Fiske Heger explained that the Policy Subcommittee will be discussing how to handle gifts to schools, but currently that is the practice. Mayor Sullivan explained that he would not want to hold up a contribution that could be utilized before the School Committee meets.

ROLL CALL: AYES – 7

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

Health & Wellness Curriculum – BPS- Donation

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to accept a check in the amount of \$5,000.00 from Péter Thompson as a gift to schools to be used as needed in the support of strengthening the Health and Wellness curriculum and wellness program for the Braintree Public Schools.

ROLL CALL: AYES – 7

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

Ms. Naughton/Mr. Ringius/Mayor Sullivan

Ms. Fiske Heger recognized that Mr. Thompson was present at the School Committee meeting and thanked him for his support. Mayor Sullivan expressed his appreciation to both Peter and Heather Thompson on behalf of the town and the School Committee, the work that they are continuously doing in memory of their son Ryan, in recognizing the importance of wellness and all that we are attempting to do as a community. Mayor Sullivan thanked them in recognizing that a lot of families are impacted by the Opioid crisis and that the Partnership the town has put together and work of the Town Council and School Committee, as well as adding health and wellness positions to the schools, that the Town as a whole is serious, focused and this is a priority. Mayor Sullivan expressed that they have a good foundation and are strengthening it. The Town has created a coordinator position that the town will be filling by the end of September. The contribution made to the schools by Mr. Thompson shows their sincerity in being helpful and leading the way.

Mr. Thompson thanked Mayor Sullivan for the kind words. Mr. Thompson commented that the Town is definitely now moving forward in a good direction and that we are coming together. He explained that District Attorney Mike Morrissey has some of the programs that the Town of Braintree is doing and they are free through his office. Mr. Thompson feels that once the Town has the coordinator in place, it will help in working with the District Attorney's office to secure programs. He hopes that the money will be used to bring in speakers /education for the students. Mr. Thompson thanked Dr. Hackett for meeting with him and for his start to move the schools forward in educating the students with the understanding that if we educate the children now, they will have the advantage of knowledge and hopefully better choices will be made.

Ms. Fay added that a portion of the \$5,000 went to strengthening/expanding the curriculum in order to bring the current 6<sup>th</sup> grade program at both middle schools to three times in a six-day cycle pilot program. Both middle schools will now have a full time teacher for this position, which was in the approved FY'17 budget. Ms. Fay stated that staff have met with a consultant to work on the curriculum this summer.

### III. FROM SUPERINTENDENT AND STAFF

Dr. Hackett stated that he would like to take these out of order and have Mr. Cronin talk first on the Summer Capital Projects. Dr. Hackett thanked Mr. Cronin and recognized that there are many others to thank on all of these projects and the tremendous progress being made. Dr. Hackett thanked the Mayor for the capital funding. One of the major projects was the removal of all asbestos tiles at Liberty Elementary School, which has been completed. At the time of the meeting, the installation of the new tiles was almost complete. Dr. Hackett thanked Senior Custodian Frank Reynolds who has been "Johnny on the Spot" with constant updates; taking pictures and having walked through with him several times. Mr. Reynolds kept administration up to date if he thought that things were falling a little behind.

#### B. Summer Capital Projects Update

- Mr. Cronin stated that he feels they hit a homerun with the new voice over internet phone (VOIP) system that went live in the school system today, with the exception of Liberty due to their ongoing renovation, as well as MSKC and Colbert, which will go live on Wednesday, August 17<sup>th</sup>. The scope of this project was enormous and the phone system installation and activation went well.

- Liberty is a big project that originally was going to be only one academic wing and the office area of removal of tile but ended up being all wings of the building. All tiles had all been removed at the time of this meeting.
- A second project at Liberty this summer was to take one of the large kindergarten rooms at the back of the cafeteria and divide it into 2 small work areas, as well as a new Media Center. The Media Center is now out of the cafeteria giving more cafeteria space to the students.
- Flaherty Elementary School & Braintree High School - Working on bathrooms
  - Flaherty created a new ADA accessible men's bathroom.
  - High School - have completely gutted one of the preschool bathrooms, as well as the preschool staff bathroom. This is a big project and will take right up to the end of the month.
- South converted 3 small learning spaces into 2 large classrooms. This project is almost complete and on schedule.
- Morrison – Paving projected started Monday, August 15<sup>th</sup> from street to parking area as well as adding another 6 parking spaces.
- BHS – Paving project started Friday, August 12<sup>th</sup> from the back loop down the access road to first speed bump. Walkways that go over the islands that the teachers use to access the high school are also being done.
- BHS – On the first floor, ceilings have been replaced and LED lighting of the first floor academic area, new paint, rugs being replaced.

Mr. Cronin summarized there has been lots of paint and polish around the district and the buildings are looking ready and good for the opening of school. Mr. Cronin offered a tour to any School Committee member wishing one.

Mayor Sullivan thanked Mr. Cronin for the coordination of the work mentioned. He thanked Dr. Hackett for his work and oversight. The Mayor stated that with all the work done at the Liberty School that essentially we now have a new Liberty School and stated that with all this work, it makes a huge difference for the learning environment. The Mayor discussed that BHS has been ranked as number 15 in the state for high schools. He mentioned that as a community we need to have a serious conversation as to how the Town is going to match the MSBA funding for both East and South projects. The Mayor commented on our athletics program and how well we compete on the field and our many state championships, as well as how well we compete in the classroom. He stated that the schools are in a strong position and need to build upon and that. There is a lot of applause and appreciation that needs to go around to those in the school system; the teachers, administrative support, central administration and the custodians.

#### A. Opening of School Updates

Dr. Hackett thanked the Mayor for his words, noting there are a lot of good people getting a lot of good work done. As the Mayor mentioned, Dr. Hackett reported that the schools received

\$1million from him for the capital projects for the last two years of which \$300,000 has been used for technology. In September, a complete technology report will be given to the Committee. Dr. Hackett stated the school department is holding true to getting better to the student device ratio: in some areas it will be 1:1 and certainly will enhance teaching and learning.

Dr. Hackett also mentioned that enrollment continues to grow; numbers are up from last year and he will update the Committee in September.

Mr. Devin commented that some of the things being done, in particular at the Liberty School, should assist in the enrollment numbers. Dr. Hackett responded that, in particular, the Flexible Boundary Policy will help assist in the class numbers, especially grade 1 at Liberty.

#### IV. NEW BUSINESS

A. Consideration of Approval of Revisions to the Elementary and Middle School Handbook for 2016/2017 SY. Minor revisions. Previously distributed.

1. Revisions include:
  - Updated Discipline Sections
  - Replace Formal Discipline I and II (Elementary page 16)
  - Replace Due Process (Middle, pages 32 & 36)
2. Add Massachusetts General Laws Chapter 71, Sections 37H, 37H1/2 and 37H3/4 to appendix
  - Highlighted sections were included for the Middle School
  - Added in its entirety for the Elementary
3. Add Bullying, Harassment, Sexual Harassment, Discrimination, Hate Crimes and Hazing Policy to appendix of the Elementary Handbook
4. Update Table of Contents

Ms. Fiske Heger asked for a clarification on the Suspension Policy, 3<sup>rd</sup> bullet down: “A Hearing with the student, his/her parents and the administrator will be conducted” and then father down the page it states “The Principal will make reasonable efforts to include the parent(s) in the meeting/hearing.” Dr. Hackett explained the law requires the school to make a reasonable effort to notify the parents and to have them at the hearing. Reasonable effort can be defined in a few ways – generally phone call or email. The hearing can take place without the parent if the contact is not successful.

VOTED UNANIMOUSLY: Upon a motion by Mayor Sullivan and seconded by Mr. Ringius to approve the requested revisions to the 2016-2017 Elementary and Middle School Handbooks.

ROLL CALL: AYES – 7

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

#### B. Consideration of First Readings

Dr. Hackett stated that these are first readings and while it would be helpful for the School Department, he would not ask for same night action if the Committee is not comfortable with a vote.

- a. Restructure Existing ESL Teacher Position to 60% ESL Teacher, 40% ELE (English Learner Education) Coordinator, PK-12

Rebecca Fredericks had been in this position; it was given to her as part of her responsibility as the English/Reading Director K-12. It is a required state position. BPS is experiencing growth of the program. Some of the cases are complicated and family outreach and getting students the services they need is both legally required and important to student success. There are many regulations around ELL programs in we need to ensure that we are in compliance. School systems around the state are struggling with this, and this position will help us to make significant progress. This position restructures an existing ELL teaching position from 100% teaching to 60% teaching and 40% coordination and there is no budgeting impact.

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to approve the ELE (English Learner Education) Coordinator, PK-12 position effective with the 2016-2017 school year.

ROLL CALL: AYES – 7

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

b. Restructure Existing BHS Resource Room Teacher Position to 60% Teacher, 40% BHS Learning Center Program Coordinator

Learning Center has 200+ students. This position is similar in terms of structure to the ELL position above. The cases are complicated with a lot of family outreach and student support. The documentation required is extensive and we need to ensure we are always in compliance.

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to approve the BHS Learning Center Program Coordinator position effective with the 2016-2017 school year.

ROLL CALL: AYES – 7

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

c. Restructure Existing SMS Resource Room Teacher Position to 60% Teacher, 40% Special Education Program Coordinator

Again, this position is similar to those above. Existing position; 60% teaching and 40% coordination. The student population is growing at South. Need to continue to make sure we are hands on and eyes on to make sure we are appropriately coordinating services.

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to approve the SMS Special Education Program Coordinator position effective with the 2016-2017 school year.

ROLL CALL: AYES – 7

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

d. Creation of BHS Athletic Trainer Position to Replace Existing Contracted Services Agreement

The last few years the BPS has contracted athletic trainer services with an outside agency. The need is to take the step to employ our own athletic trainer.

Mayor Sullivan stated that he planned to support all four of these positions. He recognizes the importance of all these positions and the need to effectively manage our growing population of students with who speak different languages, special needs and we want to be responsive. Mayor Sullivan asked that if we were to vote and post immediately how soon the positions would be filled. Dr. Hackett explained the process of hiring and filling these positions would require several weeks.

Mr. Devin stated he is fine moving forward on all these positions. Mr. Devin commented he would like to see a partnership with the athletic trainer helping evaluate the injured students with the drug prevention coordinator. Dr. Hackett acknowledged this would be worked into the job description. As well, this position would coordinate with the school nurse.

Ms. Naughton questioned that if the position is of no cost, if we hire an outside individual, how would that be at no cost to the school department. Dr. Hackett explained that the funding is in place and it is a current position. Ms. Naughton asked in terms of the Athletic trainer, were we already in a contract and Dr. Hackett reported no, we were not currently in a contract.

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin and seconded by Mr. Kokoros to approve the BHS Athletic Trainer position effective with the 2016-2017 school year.

ROLL CALL: AYES – 7

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

#### V. CITIZEN PARTICIPATION

Mayor Sullivan mentioned that there will be an open house of the new Cats Academy in Braintree. The school is ready for a full academic calendar to commence right after Labor Day. Councilor Dan Clifford and Mayor Sullivan are co-hosting the open house planned for Tuesday, August 23<sup>rd</sup> from 4 pm to 7 pm. Mayor Sullivan invited all the residents of Braintree and talked about the significant transformation; new gymnasium, dormitories, beautiful student center areas. Landscaping will be finalized and done in the fall. Soccer field is nearly complete, and a pedestrian crosswalk is being installed near the playground and Community Art Center.

#### VI. DISCUSSION OF 2016-2017 SCHOOL COMMITTEE MEETING DATES

Dr. Hackett presented the draft School Committee meeting dates. Committee members discussed conflicts and agreed to changes. Ms. Fiske Heger stated that it was suggested to limit September, October, November and December to one meeting a month. As well, February and April would have only one meeting. The other months would have two mainly due to budget development. It was noted that if more meetings are necessary, additional dates would be added. The Mayor commented that the calendar change was suggested due in part to a number of strong subcommittees doing a lot of work having been helpful to identifying problems and solutions for the school committee to address. The dates were confirmed.



Ms. Naughton asked if locations could be discussed. Dr. Hackett suggested September 26<sup>th</sup> meeting be held at Liberty. It would be a nice way to see the school and all the work that has been completed and to welcome our new principal, Tara Boening. Dr. Hackett will check with the principals regarding the locations for the other dates. Dr. Hackett stated that if a meeting is taking place at a school, a tour will take place. Ms. Naughton suggested if they were not doing tours, then she would suggest meeting at Colbert. The Mayor suggested having a couple of meetings at Town Hall, in particular when the principals present their School Improvement Plans.

#### VII. EXECUTIVE SESSION

Ms. Fiske Heger announced that the Committee would be moving into Executive Session pursuant to Chapter 30A, Section 21 (a)(3), to discuss strategy for the negotiation of Collective Bargaining contracts, as an open meeting may have a detrimental effect on the legal position of the School Committee, as declared by the Chair, and will return in approximately 15 to 20 minutes.

VOTED UNANIMOUSLY: Upon a motion by Mr. Kokoros and seconded by Mr. Devin to adjourn to Executive Session for the purpose of discussing strategy for the negotiation of Collective Bargaining.

ROLL CALL: AYES – 7

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

Time Entered: 8:10 p.m.

Time Returned to Public Session: 8:32 p.m.

#### VIII. CONTRACT RATIFICATION

Dr. Hackett reported that the negotiation process with the Professional School Bus Drivers Union went well. The School Committee reached a tentative agreement for a three year successor agreement with 2%, 2.5% and 2.5%.

VOTED UNANIMOUSLY: Upon a motion by Mr. Ringius seconded by Ms. Naughton to accept and ratify the recommended contract.

ROLL CALL: AYES – 7

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

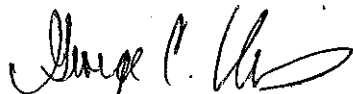
#### IX. ADJOURN

VOTED UNANIMOUSLY: Upon a motion by Mr. Devin seconded by Ms. Naughton to adjourn.

ROLL CALL: AYES – 7

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

Time Adjourned: 8:40 p.m.



George Kokoros  
Recording Secretary

## **SCHOOL COMMITTEE MEETING**

Monday, August 15, 2016  
Colbert Administration School  
348 Pond Street, Braintree  
7:00 P.M.

### **EXECUTIVE SESSION**

School Committee Present: Cyril Chafe/Thomas Devin/Lisa Fiske Heger/George Kokoros/Kate Naughton/David Ringius/Mayor Joseph Sullivan

Administration: Superintendent of Schools – Dr. Frank Hackett

Time: Entered into Executive Session: 8:10 p.m.

#### **I. COLLECTIVE BARGAINING** **A. Personnel Services Contract**

The School Committee discussed the personnel services contract for the Business Manager, Ed Cronin. The Committee authorized the Superintendent to negotiate a successor agreement with Mr. Cronin.

**VOTED UNANIMOUSLY:** Upon a motion by Mr. Chafe and seconded by Mr. Kokoros to authorize the Superintendent to negotiate a successor agreement with Mr. Cronin, the Business Manager.

**ROLL CALL: AYES – 7**

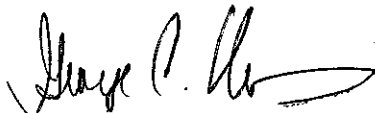
Mr. Chafe/Mr. Devin/ Ms. Fiske Heger/Mr. Kokoros/  
Ms. Naughton/Mr. Ringius/Mayor Sullivan

**VOTED UNANIMOUSLY:** Upon a motion by Mr. Chafe seconded by Mr. Kokoros to adjourn Executive Session and return to Opening Meeting.

**ROLL CALL: AYES – 7**

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

Executive Session Adjourned at 8:32 p.m.



George Kokoros  
Recording Secretary