A meeting of the Wareham School Committee was held on Thursday, December 19, 2019 at 7:00 p.m. in the Wareham Middle School Auditorium. Members present were Joyce Bacchiocchi, Mary Morgan, Laurie Spear, Apryl Rossi and Michael Flaherty as well as student representative Emily Roberge, Superintendent Kimberly Shaver-Hood, Assistant Superintendent Andrea Schwamb and recording secretary Michelle Ruiz.

Chair Flaherty called the meeting to order at 7:00 p.m. He announced that the meeting was being videotaped by WCTV and an audio recording by Mrs. Ruiz. Anyone taping the meeting must inform the chair. The Pledge of Allegiance was led by the Chair.

PUBLIC COMMENT - None

GOOD NEWS
- Mrs. Morgan announced that under circuit breaker the state will be reimbursing districts for transportation.
- Ms. Rossi announced that Turning Point is using the old Coop building and is still accepting nonperishable goods and toys for the holiday season.
- Dr. Shaver-Hood shared that this past Wednesday, teacher Mr. Murray used the Heimlich maneuver on a student and saved her life.
- Mrs. Bacchiocchi thanked members of the Finance Committee and Board of Selectmen who met with the School Committee last week for its public hearing on the budget.
- Acknowledging Students with Exemplary MCAS Scores – All students were asked to come to the stage to be recognized. WHS Principal Palladino stated that many students were not able to be present due to other school commitments. A total of 42 students were recognized. Middle School Principal Cote read the names of the students in Grades 5 – 7 who scored exemplary in ELA, Math, and Science. She recognized the perfect ELA score for Felicity Disola. Minot Principal Seamans called the names of current Grade 4 students and recognized the perfect ELA score for Amelia Benson and perfect Math score for Tyler Cannon.
- Chair Flaherty shared that he had attended Proof, the Viking Theatre Play.

Report of the Student Representative
Miss Roberge shared that student donations for the holiday will be distributed, updated the recent athletic events, and wished everyone Happy Holidays.

Minutes of the Meeting
Ms. Rossi moved to approve November 14, 2019 (2 sets), November 21, 2019, and December 12, 2019, as a slate of minutes, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain - 0

Mrs. Bacchiocchi moved to delete the sentence on page 7 on the November 14, 2019 regular meeting that read “Chair Flaherty asked Mrs. Bacchiocchi and Mrs. Morgan to get together to review these budget priorities and the previous discussion of this evening on School Committee procedures/goals.”, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain - 0
Mrs. Bacchiocchi moved to approve the slate of minutes as amended, seconded by Ms. Rossi.

VOTE: yea – 5; nay – 0; abstain - 0

**Vote on WEA Unit C Paraprofessional Agreement**

Dr. Shaver-Hood stated that Mrs. Bacchiocchi and Mrs. Spear served on the negotiation committee. The WEA voted to ratify this three-year contract at 2% each year with step adjustments.

Dr. Shaver-Hood recommended the Committee vote to ratify the WEA Unit C Paraprofessional Agreement.

Mrs. Bacchiocchi moved the recommendation of the Superintendent to approve the contract, seconded by Ms. Rossi.

Mrs. Bacchiocchi thanked reps from the Union who negotiated.

VOTE: yea – 5; nay – 0; abstain - 0

**Request for Hearing by Wareham Tigers, Field Usage**

Damon Solomon and Jared Chadwick of the Wareham Tigers stated that the organization was having trouble acquiring fields and the pricing. The original pricing error for field usage for Flag Football was fixed and an adjustment made based on a daily rate instead of hourly rate. The volunteerism and maintenance of the facilities are not taken into consideration i.e., personal time and money grading Palmer field parking lot twice, filled in loam at Palmer field, light bulbs on Viking Drive field, paid a contractor to re-wire, donations and wiring concession stands and labor. Based on these facts the Tigers asked for a plan to pay less as they are invested in the fields.

Dr. Shaver-Hood stated that she appreciated what the Tigers have done and continue to do for the fields and agreed that there is a limited pool to raise money for organizations. She hoped the Committee would agree with an exchange for use of our fields.

Ms. Rossi, a previous Board Member of the Tigers, attested to the work the Tigers do and the financial needs. Tiger’s football is the feeder program to our high school football team.

Chair Flaherty stated that the price is $4,240 between practice and game days for flag football.

Mr. Solomon was concerned with the $3,640 previous bill due to the EEE alert and the organization was not using the fields as much in fall as requested. He was also contesting the cost on practice days. The group will take care of the cost of custodial fees.

Mrs. Bacchiocchi asked if the Chair was looking for a vote to authorize the Superintendent to offer an agreement.

In the past there was never a contract but paying $3,000 every year.

Chair Flaherty indicated that the work the Tigers’ organization has been doing should be recorded as a donation and accepted by the School Committee and be considered as an offset to the cost but we have a policy. Any agreements should involve the school committee.
There was further discussion on the policy and Chair Flaherty stated the committee will take this under advisement and work together.

**Acceptance of Gifts**
Dr. Shaver-Hood recommended acceptance of following gifts:
- $299.75 to John W. Decas School from Wareham Elks Lodge to purchase 25 sets of Headphone, Earphone and Earbud Adaptors for iPads
- $125 to the Weekend Backpack program from True Associates in Westwood
- 25 KiwiCo STEM project kits to the Middle School from Scott Schluter of East Wareham to Ms. Remillard/Mr. Fitzgerald’s classes
- Hats and gloves from Lois Ladd for the giving tree at Middle School
- $150 from Noah Young of Onset to the High and Middle schools theatre arts/music programs
- $500 from Exxon Mobil Education Alliance Program at Middle School for Math/Science

Mrs. Bacchiocchi moved to accept the gifts as recommended, seconded by Ms. Rossi.

VOTE: yea – 5; nay – 0; abstain - 0

**FY21 Budget Vote**
Dr. Shaver-Hood and Dr. Schwamb presented the proposed FY21 Budget as follows:
- $31,551,930 draft budget request
- Applied $800,000 grants revenue for a total budget of $30,751,930
- Proposed Major Account breakdown and pie chart with percentages - 45.9% - 10.4% - 9.2% are the three highest areas all for instruction/teaching
- Proposed budget meets all contractual obligations, assumes grants remain status quo, and a modest increase for fixed costs
- Reduced supplies/materials; no requested new staff; reduction of current staff
- Our charge is to reduce to save staff as we move forward.

Net $28,777,830
Non net $1,974,100
Total $30,751,930

Committee members questioned why some accounts were not funded. Dr. Shaver-Hood explained that some are reduced and some funds could have been moved into the proper account; there is no new staff but shifts in the salary lines. Also if the town votes funds for technology and/or capital repairs, these line item amounts can be pulled out. The heating amounts were based on projections.

Chair Flaherty stated that the full line item budget will be on the website once voted upon by the Committee.

Regarding utilities some accounts are quite high with something going on all the time in the schools. There is not sufficient funding in the East utilities this year and we have the building because it can only be used for educational purposes per the deed. The building cannot be shut down due to fire department.

(Chair Flaherty left the meeting room, so the meeting was chaired by Vice Chair Rossi at 8:25 p.m.)
Mrs. Bacchiocchi explained that there was months and hours of work put into this budget. She had asked the administration her questions to hopefully get a better understanding.

Ms. Rossi explained that she too was trying to have a better understanding of the budget so she was questioning amounts being moved from one line to another and this is what she meant by “crap shoot”.

It was noted that some members had the privilege of being on the budget advisory and that the membership was up to the superintendent as it is the Superintendent’s Budget Advisory committee.

(Mr. Flaherty returned to the meeting at 8:28 p.m. and resumed the Chair.)

Dr. Shaver-Hood encouraged the members to call or send her an email with any questions. In answer to Chair Flaherty’s question of what did the $800,000 in revenues consist of, it is from circuit breaker funds, and from global education and preschool tuitions. She stated that three votes are needed – net $28,777,830; non net $1,974,100; total $30,751,930.

Ms. Rossi moved to approve the FY21 net school spending amount of $28,777,830, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

Ms. Rossi moved to approve the FY21 non net school spending amount of $1,974,100, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain – 0

Ms. Rossi moved to approve the FY21 total budget of $30,751,930, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain - 0

It was noted that there is still funding in the FY21 budget for a Business Manager.

(Emily Roberge left the meeting at 8:35 p.m.)

**Vote to Declare Furniture, Equipment, Materials Obsolete**

Dr. Shaver-Hood recommended that the following furniture, equipment and materials be declared obsolete by the committee:

- WHS - 450 obsolete library books
- WMS – Milk Chest, Serving Line Server, Library Computer Cart, 4 Volleyball Poles with Bases, 5 Computer Carts, 1 File Cabinet, 3 Smartboards all in broken condition
- WMS – 2 Large Gym Mats & 5 pieces of Exercise Equipment in poor condition
- Coop – 3 TVs and rolling carts in poor condition
- Central Office – Ricoh Copier, Ricoh printer, HP Laser printer, HP printer/keyboard – cannot be repaired and Sharp Microwave, broken

Ms. Rossi moved to declare the list as stated obsolete, seconded by Mrs. Morgan.
Report from the Director of Student Services
Mrs. Fay reviewed the special education trends in enrollment and Wareham is above state average. Our substantially separate programs are therapeutic learning center, learning center and autism spectrum disorder. Both special education teachers and paraprofessionals have participated in professional development. Updated information for the number of students serviced under McKinney-Vento and Foster as of 12/16/19 are 15 homeless; 20 foster; 47 out of district. The SEPAC upcoming events were announced.

In response to questions from the committee, an average of 5-10 parents attend SEPAC events and foster care students are not always from our community. There is a small drop in out of district students and Ms. Fay’s responsibilities include nursing, guidance, therapists, out of district.

Dr. Schwamb stated that with a change in the referral rate at Decas School, we are financially saving $1,000-$1,200 per evaluation.

Report of the Superintendent
- Approval of Bill and Payroll Warrants
  Ms. Rossi move to approve the following bill and payroll warrants, seconded by Mrs. Bacchiocchi:
  Payroll Week Ending November 23, 2019 $953,506.25
  Payroll Week Ending November 30, 2019 $129,253.63
  Payroll Week Ending December 7, 2019 $932,993.59
  Bill Warrant 11/7/19 $3,564.37
  Bill Warrant 11/14/19 $4,000.00
  Bill Warrant 11/26/19 $43,556.86
  Bill Warrant 11/27/19 $3,395.17
  Bill Warrant 12/5/19 $3,395.17
  Bill Warrants 12/12/19 $1,055.50; $3,829.00; $3,395.17; $190,331.29
  Bill Warrant 12/19/19 $432,579.23

  Mrs. Morgan expressed concern with reimbursement requests having a date, time, and what the reimbursement is for. Is the work above and beyond the normal duty?

  VOTE: yea – 5; nay – 0; abstain – 0

- Monthly Financial Statement – Dr. Shaver-Hood stated we are looking into transfers/journal entries. She is concerned with the School Committee Contractual Services legal fees and Substitutes accounts. Budget spending has been frozen and we are tracking all accounts.

- Revolving Account Report – It was noted that a couple of accounts are in deficit, waiting for deposits to be made. Other sources of revenues in transportation besides fees include field trips. Donations are deposited in Gift accounts. Funds had not been deposited yet in July for the daycare account and global education is for exchange student tuitions.

- Rebuttal to Evaluation
  Dr. Shaver-Hood stated that she appreciated some of the committees evaluations then read her rebuttal referencing the DESE comprehensive evaluation 2013 report and the law, 603 CMR 35.00, indicating the purpose of evaluation. The 2018-19 evaluation timeline began August 1 and ended July 31 and the most recent evaluation did not honor the timeline. There
was no evidence provided to the claims made nor professional respect as reported by John F. Nolan, Esq. Evidence of each standard was given to the School Committee. She stated that the evaluation was a mean spirited personal attack. She is extremely proud of the hard work and dedication of the students, staff, and parents.

Report of the School Committee

- **Recommendations from Policy Review Committee** – Ms. Rossi gave the following report:
  - Public Comment at School Committee Meetings – Changed title from Comment to Participation – changed location – 4th paragraph – period of time set aside for public participation – comment changed to participation within the policy
  - Suggestions from Policy Review Committee were to test out both ways as a procedural change and not a policy change during agenda items or one half hour prior to the start of the meeting.
  - Mrs. Morgan moved to accept the Public Comment at School Committee Meetings policy as amended, seconded by Ms. Rossi

  VOTE: yea – 5; nay – 0; abstain - 0

  - School Committee Standing Rules of Procedure
    - Only change is under Part II - #4 – delete “prior to the meeting in writing”.
    - Ms. Rossi moved to accept the School Committee Standing Rules of Procedure policy as amended, seconded by Mrs. Morgan.

  VOTE: yea – 5; nay – 0; abstain - 0

  - Educational Research
    - Updating the revision dates Code of Federal Regulations #4 and #5
      (Mrs. Bacchiocchi left meeting 9:24 p.m.)
    - Ms. Rossi moved to accept the Educational Research policy as amended, seconded by Mrs. Morgan.

  VOTE: yea – 4; nay – 0; abstain - 0

  - AP Testing
    - Add IB to the title and add last sentence to offset costs.
      Dr. Schwamb stated that currently grant funding under Title IV pays for AP tests.
      (Mrs. Bacchiocchi returned to the meeting at 9:26 p.m.)
    - Chair Flaherty asked for a discussion on students who sign up for an AP course being required to take the exam and he wanted to add a preamble to this policy to spruce it up.
    - Dr. Shaver-Hood stated that she would like to wait until the principal is present for this discussion.
The policy was tabled until January 9th meeting.

It was recommended to make the title of the policy “AP/IB Testing Fees” and to spell out what AP and IB means in the first sentence.

Mrs. Morgan moved to amend the policy as stated, seconded by Mrs. Bacchiocchi.

VOTE: yea – 5; nay – 0; abstain - 0

- Entrance Age
  Delete wording #1 effective 2015-16 school year and delete sentence completion Kindergarten as a prerequisite, as Kindergarten is not required but must meet the readiness testing for first grade.

  Ms. Rossi moved to approve the Entrance Age policy as amended, seconded by Mrs. Morgan.

VOTE: yea – 5; nay – 0; abstain - 0

- Guest Speakers – reviewed with no changes
  Mrs. Morgan moved to approve the Guest Speakers policy as is, seconded by Mrs. Bacchiocchi.

VOTE: yea – 5; nay – 0; abstain - 0

- MASC Resolutions Report – Ms. Rossi distributed the report and reviewed the actions taken. The report is available on the MASC website.
  #1 – Banning Polystyrene from Schools - passed
  #2a – Pertaining to Educator Diversity and Professional Licensure - passed – elimination of MTEL and MaPAL as licensing requirement for educators
  #2b – Governance/License - passed – vested in a board comprised of licensed educators
  #3 – School Transportation - amendment accepted; passed as amended
  #4 – Climate Change - adopted as amended
  #5 – Full funding of Transportation Costs for Students in Foster Care and State Care - adopted
  #6 – Universal Quality Pre-Kindergarten Access in Massachusetts - adopted as amended
  #7 – Poverty and Children - adopted
  #8 – Resolution for Access to Menstrual Supplies - adopted
  #9 – Charter School Reform - adopted
  MASC By-Laws adopted as presented

Subcommittee for Superintendent’s Evaluation Instrument
Chair Flaherty assigned Mrs. Bacchiocchi and Mrs. Morgan as a subcommittee for the superintendent’s evaluation instrument. Mrs. Bacchiocchi will be the chair and they will decide who needs to be on this subcommittee and make a recommendation back to the school committee. Must post agendas and do meeting minutes as this is a subcommittee of the School Committee.

Training on the evaluation system by law and statute was suggested by Dr. Schwamb.

Any other business - None
Mrs. Bacchiocchi moved to adjourn the meeting, seconded by Ms. Rossi.

VOTE: yea – 5; nay – 0; abstain - 0

The meeting adjourned at 9:46 p.m.

Respectfully submitted: ____________________________________________________

**List of documents:**
Correspondence: Superintendent’s Newsletter, Personnel List, Notice of Vacancy, Bill & Payroll Warrants
Minutes of the Meeting November 14, 2019 (2 sets), November 21, 2019, December 12, 2019
WEA Tentative Agreement for the Paraprofessionals Unit C – Agreement September 1, 2019 – August 31, 2022
School Committee Hearing Wareham Tigers Request (emails)
Gifts to Wareham Middle School
WPS FY21 Proposed Budget PowerPoint
FY21 Draft Budget Major Accounts
FY21 Line Item Budget Draft Comparison
FY21 Proposed Budget
Office of Student Services Fall Review PowerPoint
FY20 Budget Review December 19, 2019
FY20 Revolving Accounts
Dr. Kimberly Shaver-Hood Rebuttal to Evaluation
Public Comment at School Committee Meetings policy
School Committee Standing Rules of Procedure policy
Educational Research policy
AP Testing policy
Entrance Age policy
Guest Speakers policy
MASC Report on Resolutions 2019