

May 9, 2019

A meeting of the Wareham School Committee was held on Thursday, May 9, 2019 at 6:30 p.m. in the Wareham Middle School Auditorium. Members present were Michael Flaherty, Mary Morgan, Joyce Bacchiocchi and Apryl Rossi as well as Superintendent Kimberly Shaver-Hood, Assistant Superintendent Andrea Schwamb and Recording Secretary Michelle Ruiz. Absent were member Laurie Spear and student representative Emily Roberge.

Chair Flaherty announced that the meeting was being taped for broadcast by WCTV and an audio recording by Mrs. Ruiz. Anyone else recording, please let the Chair know. The Wareham Middle School Chorus led the Pledge of Allegiance.

Middle School Chorus Performance

The Middle School Chorus performed the selection "This is Me" led by music teacher Caitlin Hagarty.

Recognition of Service Presentation & Reception

The principal or administrator introduced each recipient and the Superintendent, on behalf of the Committee, gave out plaques to retirees and certificates and pins recognizing service in Wareham.

High School - Retirees Colleen Kirby; Ellen Braillard; Jackie Schulze (not present); Deborah Freitas

Middle School - Retirees Karen Landry; Patricia Miller (not present); Judith Silva (not present)

Minot Forest School - Retirees Janice St. Pierre; Sally Snider and Years of Service Bruce Denson 30 years (not present)

Decas School - Retirees Cynthia Travers; Patricia Nelson (not present) and Years of Service Frank Santos 50 years; Cynthia Travers 30 years; Helene Owen 20 years (not present); Anne Ames 20 years; Carol Spenard 20 years; Donald DeVoe 20 years (not present); Kerry Snider 20 years

Transportation - Retirees Richard Souza and Years of Service Vanessa Coles 30 years (not present)

District - Retirees Roe Linzee (not present); Pamela Hall (not present); Years of Service Michelle Ruiz 40 years

(The meeting was recessed for 10 minutes for a reception and to extend congratulations to all recipients.)

Chair Flaherty re-opened the meeting and announced that Mrs. Spear was not present due to illness. He then read a quote.

PUBLIC PARTICIPATION - None

GOOD NEWS

Mrs. Bacchiocchi thanked the Chorus for a good job tonight and thanked Salerno's for their breakfast proceeds going to Best Buddies. She also congratulated the PTA on the Fun Run fundraiser.

Ms. Rossi announced that tonight is the opening night of "Little Shop of Horrors" by the WHS Viking Theatre through Sunday.

Superintendent Shaver-Hood announced that on May 20th at 3PM at the track the team will be honored by the MIAA for its sportsmanship and helping our Unified Track team.

Chair Flaherty stated he attended the Art Show at WHS and it was great. He also visited the school bus garage.

Report of the Student Representative – Miss Roberge was not present.

Minutes of the Meeting

Chair Flaherty asked to change 2nd paragraph “He then led the Pledge of Allegiance.” to “Student Samari Auguste led the Pledge of Allegiance.”

Ms. Rossi moved to approve the minutes of April 25, 2019 as amended, seconded by Mrs. Morgan.

VOTE: yea – 4; nay – 0; abstain - 0

Approval of Student Handbooks for 2019-20

Elementary Schools – Principals Seamans and Chandler presented the changes to the elementary handbook as reviewed with school council. Discussion on the following concerns by members:

- Use of the library, teachers’ personal library, digital books, book swap cart available, literacy, screen time/blue light impact and the balance between paper books and digital books.
- Page 27 bus conduct – discipline is relative to the age of the child and is developmentally appropriate.
- The change from student to school code of conduct.

Ms. Rossi moved to approve the Elementary School Handbook for 2019-2020, seconded by Mrs. Bacchiocchi.

VOTE: yea – 4; nay – 0; abstain - 0

Wareham Middle School – Principal Cote shared the changes to the handbook as made with staff and school council input.

Ms. Rossi moved to approve the Middle School Handbook for 2019-2020, seconded by Mrs. Morgan.

VOTE: yea – 4; nay – 0; abstain - 0

Wareham High School – Principal Palladino reviewed the changes including adding descriptions to the clubs offered as suggested by the school council. Staff and students were also involved in the handbook review process.

It was noted that the new position of Assistant Principal Special Education will be added to the staff list. In response to Mrs. Bacchiocchi’s question, the wearing of school IDs is still required and in the handbook.

Mrs. Morgan moved to approve WHS Handbook for 2019-2020, seconded by Ms. Rossi.

VOTE: yea – 4; nay – 0; abstain - 0

District – Dr. Shaver-Hood reviewed the changes to the district handbook. Most of the changes were updating the policies.

Mrs. Bacchiocchi moved to approve the District Handbook for 2019-2020, seconded by Ms. Rossi.

VOTE: yea – 4; nay – 0; abstain - 0

Teacher Evaluation Process

Dr. Schwamb explained that the professional evaluation process is contractual and was approved in 2014. Currently an evaluation subcommittee is working on updating the process, forms and rubrics. The process is aligned with a software system, Teach Point, and records are stored digitally. Massachusetts law requires approval of the evaluation process. This system evaluates all professional staff every year and fosters collegial conversation and coaching opportunities.

Present for the discussion and to answer questions were Brian Fitzgerald, Middle School teacher and member of the evaluation subcommittee, Department Chair Mike Murray from the High School, Principal Cote of the Middle School, and Assistant Principal Freitas and Principal Palladino of the High School.

Mr. Fitzgerald explained that the most recent change to improve the process was having labels after an observation making it clear to the educator the intent of the evaluator. This process was at the high school and adopted throughout the district.

In answer to Ms. Rossi's concern with the perception of possible favoritism by having a department chair evaluate the staff in his/her department opposed to an outside unbiased evaluator Mr. Murray explained that the evaluation language in the rubric is strong with a peer observation system implemented at the high school this year. Both Dr. Schwamb and Assistant Principal Freitas stated that there are external evaluators with the recent Department of Education Review (93 classrooms throughout the district were evaluated) and the high school accreditation by NEASC. All observations are evidenced based. Mrs. Bacchiocchi noted that both these evaluations include the whole school community.

Ms. Rossi expressed concern with students leaving under school choice, but Principal Cote and Principal Palladino stated students leaving the district does not lie in the evaluation system of our teachers. Assistant Principal Freitas stated that other districts also are experiencing students leaving and students have many options.

Dr. Shaver-Hood stated that evaluations in Massachusetts schools are private except for the superintendent evaluation but the final ratings go to the state. The evaluation document is a collaborative model. We have received a draft copy of the DESE Review and are waiting for the final copy to report to the committee.

Mrs. Morgan stated that Wareham has a much more intense evaluation system than other districts and Wareham has two evaluators - observer and then primary evaluator. She feels the school choice surveys from parents will be valuable to the School Committee.

In answer to Chair Flaherty's question about changes in the process, Mr. Fitzgerald stated job titles may have changed but now teachers are evaluated by someone who is familiar with the subject.

Vote on Collective Bargaining Agreement Cafeteria Employees

Dr. Shaver-Hood presented the MOA and spoke about the new salary scale at 2% and then 1% 1% and language changes in personal day and longevity. The contract was previously reviewed by the Committee and has been approved by the Cafeteria Employees.

Mrs. Bacchiocchi moved the recommendation of the Superintendent to approve the Cafeteria Employees Contract for July 1, 2019-June 30, 2022, seconded by Mrs. Morgan.

VOTE: yea – 4; nay – 0; abstain - 0

Vote to Amend Effective Date for Minimum Wage Increase

Ms. Owen stated that in January the committee voted the minimum wage of \$12 per hour and that this increase be effective July 1, 2019. The Superintendent's Budget Advisory Committee suggested making this increase retroactive to January 1, 2019.

Mrs. Bacchiocchi moved to increase minimum wage to \$12 hour retroactive to January 1, 2019, seconded by Ms. Rossi.

VOTE: yea – 4; nay – 0; abstain - 0

Introduction of New Policies

- Policy Review Committee Membership - Chair Flaherty asked that this policy be reviewed at the next meeting of Policy Review Committee.
- Minimum Wage - Chair Flaherty drafted this policy for discussion. He would like to know if the hourly rate established would affect any salaried persons. We will look at having sub rates hourly. The policy will be on the next agenda for a formal vote.

School Committee Meeting Date Schedule for 2019-2020

- June 4 awards night at high school before graduation on June 5 – It was agreed to remove this meeting date; and if a meeting was needed, then schedule it.
- All Day Budget Workshop - not required of members to attend but expected. Also this meeting is taped.
- Recognition Night – change location to Wareham Middle School Auditorium and look at changing the start time, if needed, with a shorter agenda.

Ms. Rossi moved to approve the School Committee Meeting Date Schedule for 2019-2020 as amended, seconded by Mrs. Morgan.

VOTE: yea – 4; nay – 0; abstain - 0

Report of the Superintendent

Approval of Bills and Payroll Warrants

Payroll Warrant April 27, 2019 \$869,336.16

Payroll Warrant May 4, 2019 \$148,900.99

Bill Warrant 5/9/19 \$106,755.82

Bill Warrant 5/16/19 \$499,493.74 & \$668.82

Bill Warrant 5/23/19 \$945.09

Ms. Rossi moved to approve the bill and payroll warrants as listed, seconded by Mrs. Bacchiocchi.

VOTE: yea – 4; nay – 0; abstain - 0

Announcements:

School Building Committee meeting Monday evening - abatement has started and fencing is up

WHS Prom May 18th - promenade at 5:30 p.m. in the Auditorium followed by prom

May 14 PTA meeting at 6:30 p.m. in WMS Library

Bus Forms should be turned in.

Today Mrs. Seamans went to the state house to receive an award for our breakfast program. Sue Johnson, our teacher is on the front cover of the State's report.

High School outside eating area is being used by students but we are still waiting for some tables. Yesterday the electric car arrived onsite for next year's high school class to build, use, dismantle and build again each semester.

Report of the School Committee

- MASC Day on the Hill - Ms. Rossi reported that on May 1st she, Mr. Flaherty, Mr. Swett MASC lifetime member, and 4 AP students went to the State House. The MASC Day on the Hill included a breakfast, speakers, awards, hearing from the education committees, the State Auditor, and General Council, lunch catered by students from area vocational schools, and a tour and meeting with Representative Susan Gifford. Currently there are three education bills on the table. Chair Flaherty enjoyed the day and tour. They were not able to meet with Senator Pacheco as he was out of district.
- Wareham School Committee/Superintendent Operating Protocols – Chair Flaherty stated that this policy should have been reviewed the meeting after spring election. He told members if they want to sign it, Dr. Shaver-Hood had the copy.
- Educational Services to Students Identified as Homeless or Unaccompanied Youth – Dr. Shaver-Hood stated that policy changes were approved by the subcommittee last year but needs School Committee approval.

Mrs. Bacchiocchi moved to approve the policy Educational Services to Students Identified as Homeless or Unaccompanied Youth as amended, seconded by Mrs. Morgan.

VOTE: yea – 4; nay – 0; abstain - 0

Any other business

Chair Flaherty stated at the next meeting he will have reassignments and documents for the Superintendent's mid-cycle evaluation.

Ms. Rossi moved to adjourn, seconded by Mrs. Bacchiocchi.

VOTE: yea – 4; nay – 0; abstain - 0

The meeting adjourned at 9:11 a.m.

Respectfully submitted: _____

List of documents:

Correspondence: Superintendent's Newsletter, Personnel List, Notice of Vacancy, Bill & Payroll Warrants
WSC Recognition Night

April 25, 2019 Minutes of the Meeting

Elementary Handbook 2019-2020

Middle School Handbook 2019-2020

Wareham High School Handbook 2019-2020

District Handbook 2019-2020

Professional Staff Evaluation Process 2018-2019

MOA and Collective Bargaining Agreement Cafeteria Workers July 1, 2019 – June 30, 2022
FY19 Minimum Wage Memo – Susan Owen
Policy Review Committee – Membership Guidelines
Minimum Wage
School Committee Meeting Dates 2019-2020
WSC/Superintendent Operating Protocols 2018-19
Educational Services to Students Identified as Homeless or Unaccompanied Youth