

SCHOOL COMMITTEE  
HULL PUBLIC SCHOOLS  
HULL, MA 02045

SCHOOL COMMITTEE MINUTES  
MONDAY, FEBRUARY 12, 2007

SCHOOL COMMITTEE MEMBERS PRESENT

James Canavan, Chair  
Kevin Richardson, Vice Chair  
Catherine Bowes, Secretary  
Kristen Evans, Member  
Stephanie Peters, Member

STAFF MEMBERS PRESENT

Paula Delaney, Superintendent  
Mildred O'Callaghan, Assistant Superintendent  
Maria Hortaridis, Director of Finance  
David Twombly, Director of Operations  
Maureen Robishaw, Secretary to the Superintendent  
Margaret Ollerhead, Policy Coordinator

- 1.0 Call to Order  
The meeting was called to order by James Canavan at 7:06 p.m. at Hull High School Second Floor Exhibition Room, 180 Main Street with the Salute to the Flag.
- 2.0 Approval of Agenda  
James Canavan requested to move item 7.4 location of pre-school 2007-2008 before item 7.1 high school guidance program.  
**Motion:** Kevin Richardson      **Second:** Kristen Evans  
Moved to approve the School Committee agenda with requested change.  
**Vote:** 5-0-0
- 3.0 Input from Public on Agenda Items  
None
- 4.0 Student Representative Report  
Melissa Condo, Principal Advisory Committee Member, reported on the following items:
  - o Seniors continue to receive college acceptances
  - o SAT prep course will be offered for juniors on Wednesday evenings and Saturday mornings
  - o Jennifer Cohen and Kathryn Andrade were honored by MIAA
  - o Winter sports award night will be at Hull High School on March 7
  - o Boys and girls basketball teams qualify for the division state tournament
  - o John Donahue, Girls Basketball Coach, was named 2007 coach of the year

- Mr. Pirate a male beauty competition was on February 1<sup>st</sup>
- Senior class has raised over \$1,000 from the Mr. Pirate competition
- Many high school seniors have signed a petition regarding the pre-school students moving into the library. Ms. Condo read the petition

#### 5.0 Hull Teacher Association Representative's Report

Deborah McCarthy, HTA President, stated that the HTA would like to recognize the following people:

- John Bonanno on his retirement after thirty-seven years of teaching
- Superintendent Paula Delaney on her recent retirement announcement
- Andrew Stephens, Memorial School Principal for his new high school principal position
- John Donahue for receiving the 2007 South Shore League coach of the year
- Greg Cunningham and Janet Scribner for planning the first Mr. Pirate contest
- Timothy MacKenzie, High School Teacher, for his class performance at the mock trial

Mr. McCarthy also stated that the next Jacobs School Health and Safety meeting would be on Tuesday, February 13<sup>th</sup> at 7:00 p.m.

Kristen Evans stated that Jacobs School is still using the same report cards after twenty-five years and that the reading program at the Jacobs School is thirteen years old. She requested having a conversation with the HTA on these items. Deborah McCarthy said that the report card issue was discussed at the School Council meeting and she agreed that discussion between HTA and School Committee was definitely needed.

#### 6.0 Approval of Minutes

**Motion:** Kristen Evans

**Second:** James Canavan

Moved to approve the Wednesday, December 13, 2006 School Committee Athletic Subcommittee minutes as presented.

**Vote:** 4-0-1 (Kevin Richardson was not present during the vote)

**Motion:** Stephanie Peters

**Second:** Catherine Bowes

Moved to approve the Monday, January 15, 2007 School Committee Budget Workshop minutes as presented.

**Vote:** 5-0-0

**Motion:** Kevin Richardson

**Second:** Catherine Bowes

Moved to approve the Monday, January 22, 2007 School Committee Budget Workshop Minutes as presented.

**Vote:** 4-0-1 (James Canavan)

**Motion:** Stephanie Peters

**Second:** Kevin Richardson

Moved to approve the Monday, January 22, 2007 School Committee Minutes as presented.

**Vote:** 4-0-1 (James Canavan)

**Motion:** Kevin Richardson

**Second:** Kristen Evans

Moved to approve the Wednesday, January 24, 2007 School Committee Athletic Subcommittee minutes as presented.

**Vote:** 4-0-1 (James Canavan)

**Motion:** James Canavan

**Second:** Stephanie Peters

Moved to approve the Tuesday, January 30, 2007 Hull Teachers Association Negotiation minutes as presented.

**Vote:** 5-0-0

## 7.0 Business Items - Superintendent

### 7.4 Location of Pre-School 2007 - 2008

Dr. Delaney stated that after much discussion and research on the placement of the pre-school students her recommendation was to move the three pre-school classrooms to the high school library for the 2007 – 2008 school year.

David Twombly informed the Committee that the criteria and perimeters have been addressed regarding relocating the preschool to the high school library. The cost to construct three classrooms in the high school library ranged from \$9,000 to \$12,500 depending on the height of the partitions. The partitions would not be new and the height ranged from 65” to 80”. The fire department and building department prefers the 65” partitions because of the sprinkler system and air flow in the classrooms. The wishes of the teachers and parents would be to use the 80” partitions. He distributed a grid showing how the three rooms would be located in the library

School Committee discussed the following:

- Noise level in the library
- Bathroom issues for preschool students
- Library books being moved
- Virtual High School classes
- Moving a portion of the current library to the second floor exhibition room
- Exhibition room being used as a research area for students
- Teachers utilizing library
- Impact on the television station
- Library to be put back to original condition
- The hours the library is used by students

James Canavan asked if the Building Committee was prepared to pay for this remediation. Catherine Bowes responded that the Building Committee was waiting for School Committee to make a decision on the placement of classrooms. This item would be presented at the next Building Committee meeting. David Twombly explained that a credit would be received for the lack of the walkway and also a credit for TLT Construction for using the modular classrooms. These credits should offset the cost of remediation for the preschool classrooms.

Katherine Dubrovsky, High School Library Media Specialist, voiced her concern

about the availability of books for students, what would happen to the library and a full library is needed for the high school accreditation. Mr. Canavan stated that it is not the intention of the Board to suggest that the library is not important. The intention is to have a library, but it might be in a different location. He requested Dr. Delaney request a one-year waiver from NEASC regarding accreditation. Mr. Richardson stated everyone is being affected with the construction and that the Committee is trying to address what is best for all students.

**Motion:** James Canavan

**Second:** Catherine Bowes

Moved to take a ten (10) minutes recess for the Committee to look at the high school library space.

**Vote:** 5-0-0

Meeting reconvened at 8:10 p.m.

School Committee requested:

- Library books moved to the second floor exhibition room
- Communicate information to parents
- Bells and tones shut off in the library classroom area

A discussion where summer school would be placed, dates when summer school would be held, and the number of summer programs. Dr. Delaney stated that because there are so many logistics involved, that the administrators meet, put together an action plan and report back to the Committee.

**Motion:** Catherine Bowes

**Second:** Stephanie Peters

Moved to keep the fifth grade students at the Memorial Middle School for the next school year beginning September 2007.

**Vote:** 5-0-0

Kevin Richardson requested that a discussion of the fifth grade students going on the Memorial School schedule be placed on a future agenda.

**Motion:** Catherine Bowes

**Second:** Stephanie Peters

Moved to locate the three (3) preschool classrooms to the high school library for the 2007 – 2008 school year contingent on School Building Committee funding and the research area of the high school library be moved to the second floor exhibition room (in whole or in part).

**Vote:** 5-0-0

Mr. Twombly asked the Committee if the partitions in the preschool classroom should be eighty (80) inches or sixty-five (65) inches high. Mr. Canavan suggested getting funding to put up the eighty (80) inch walls and that reinforcements go from floor to ceiling. He also stated that when the partitions are removed that the room be put back to the original condition.

#### 7.1 High School Guidance Program

Dr. Marguerite Rizzi, Director of Student Services stated that one of the things she had agreed to do was to improve the high school guidance department and

align a full career curriculum. This became easier after Jonathan Ford, Barbara Regan and Edward Furman were hired.

High School Guidance Counselors Barbara Regan and Edward Furman presented the following information regarding the high school guidance department:

- Guidance department time lines
- Chart of colleges
- Eighty seniors applied to one hundred twenty colleges this year
- Invited seniors from last year to talk to the junior class
- Respectfulness for students
- College process should begin at the elementary level
- More time should be spent with parents
- Importance of GPA, SATs, class rank
- Need to improve SATs
- AP and Honors programs are working with Quincy College this year
- Need to invite more schools to our college mini fairs
- Talking to students about his/her grades
- Update school Website every day regarding college information
- Senior class weekly news
- Financial Aid
- High School profile sent out to colleges
- Requested profiles of thirty schools
- Students should apply to four – six colleges
- Never discourage a student from applying to a college
- Conducting a study of the class of 2007 as to what colleges students were accepted
- Vocational areas for students

Stephanie Peters asked about student participation in community service as a graduation requirement. Ms. Regan responded that Principal Jonathan Ford is working on that item. James Canavan on behalf of the Committee thanked Barbara Regan and Edward Furman for their time and patience.

## 7.2 Curriculum Revision Cycle

Mildred O'Callaghan, Assistant Superintendent, discussed the following regarding the curriculum revision cycle:

- Revised curriculum cycle
- Science will be an MCAS requirement
- 2003 DOE came out with preschool standards
- Need to evaluate programs
- Cycle being proposed is a multi faceted cycle
- Review curriculum research
- Review new materials
- Making sure curriculum is meeting the needs of all students
- Ongoing process
- Curriculum maps are the first step in any curriculum
- Format used for curriculum maps
- Mathematic maps should be completed by the end of this school year

- Recommended using *Understanding by Design* approach
- Reading series

Stephanie Peters asked how the money would be spent from excise tax donations. Dr. Delaney said that she had put something in the Hull Times explaining how the money would be used.

### 7.3 School Calendar

**Motion:** Kevin Richardson

**Second:** Stephanie Peters

Moved to approve the school calendar for 2007 – 2008 school year.

**Vote:** 5-0-0

### 7.5 Transfer of Funds

Dr. Delaney requested approval to transfer funds from the school department legal account to the school department severance pay account.

**Motion:** Catherine Bowes

**Second:** Stephanie Peters

Moved to approve the transfer of \$45,000 from the school department legal account to the school department severance account.

**Vote:** 5-0-0

### 7.6 Other Issues

None

## 8.0 New Business Items

Stephanie Peters inquired about the Superintendent Search process. Mr. Canavan responded that the Superintendent of Schools position had been advertised in the Boston Globe on Sunday, February 11<sup>th</sup> and the deadline for resumes would be February 28, 2007. Kristen Evans suggested putting together a Search Committee and having a public forum. The Committee decided to have two public forums on what the community is looking for in a new Superintendent of Schools. The first meeting would be scheduled for the Boards regular meeting on February 26<sup>th</sup> and a second meeting on a Saturday. A notice should be placed in the Hull Times and on the School Cable Station.

## 9.0 Old Business Items

### 9.1 Jacobs School Condition Update

David Twombly presented the following update:

- New floor scrubber has been purchased
- Dr. Tyrell is working with staff regarding cleaning issues during February vacation
- Four HEPA air filters have been purchased and two have been placed in the cafeteria, one in room 14 and one in room 12.

Catherine Bowes suggested a communication go out to staff regarding new classroom locations for next year so the staff can start weeding stuff out. James Canavan requested that enough time be given to teachers to clean his/her area in order for custodians to clean during February vacation.

Dave Twombly informed the Committee that Corey Holmes from the MA Department of Public Health did air quality testing at the high school a couple of weeks ago and at the Memorial School on February 12th and the school department will receive a report in a couple of weeks. Mr. Canavan requested that air quality be placed as an item on a future agenda.

Kristen Evans discussed a company called “Learning By The Yard” that has done some work at the Milton School Department. She requested giving them David Twombly’s name to contact regarding the high school courtyard.

Stephanie Peters stated that the PTO would be looking into a grant for \$5,000 that Lowe’s is sponsoring to “clean up a playground”. This money could be used for work on the high school courtyard.

## 9.2 Subcommittee Updates

- Budget Subcommittee

Stephanie Peters said that the Budget Subcommittee met on February 2<sup>nd</sup> and focused at the meeting on this year’s budget to make sure we will make it through the remainder of the year. She also requested that when the School Committee meets with the Advisory Board on March 5<sup>th</sup> to present the FY08 school budget that it is broken down to show how much money in the maintenance account will be put back into the school buildings and that a request be made that this amount be put on the Towns side when the budget is presented at Town Meeting. Dr. Delaney said that at the last Building Committee meeting a great deal of discussion on this took place. She suggested that the Building Committee be invited to the March 5<sup>th</sup> meeting with the Advisory Board.

- Building Committee

David Twombly presented the following update on the Jacobs School construction:

- Plumbing, HVAC, electrical and fire protection has been roughed in
- Blue board will be put up during the next two weeks.

- Athletic Subcommittee

Kevin Richardson informed the Committee that the Athletic Director position has been advertised in the Sunday, Boston Globe and on the MIAA Website. No Athletic Subcommittee meeting has been scheduled at this time.

- Negotiations Subcommittee

James Canavan said that the School Committee and HTA agreed upon the ground rules at the negotiations meeting last week. The next negotiation meeting was scheduled for the first week in March.

- Donaldina Gately Memorial Committee

Dr. Delaney stated that the next Committee meeting was scheduled for February 27<sup>th</sup>. Roger Tirrell has been commissioned to do a couple of portraits of Donaldina.

10.0 School Committee Policy Issues

**Motion:** Kevin Richardson

**Second:** Catherine Bowes

Moved to approve Policy CCA – Organizational Chart for three readings / adoption.

**Vote:** 5-0-0

**Motion:** Catherine Bowes

**Second:** Stephanie Peters

Moved to approve the following policies for first reading:

Policy JK-R	Disciplining Students With Special Needs
Policy JKA	Corporal Punishment
Policy JKD	Student Suspension
Policy JLA	Student Insurance Program
Policy JLC	Student Health Services and Requirements
Policy JLCC	Communicable Disease
Policy JLCCA	AIDS (Acquired Immune Deficiency Syndrome) School Attendance Policy
Policy JLCCA-R	AIDS ((Acquired Immune Deficiency Syndrome) Resolution
Policy JLCE	First aid, Emergency Medical Care and Accident Reports
Policy JLD	Guidance Program
Policy JLD-R	Guidance Program

**Vote:** 5-0-0

**Motion:** Kristen Evans

**Second:** Stephanie Peters

Moved to approve Policy JL – Student Welfare for first reading with the following change:

- Remove the word *homemaking* from the first paragraph under Student Safety

**Vote:** 5-0-0

Catherine Bowes asked if students tested for both screening in sight and hearing each year under Policy JLCA – Physical Examinations of Students. Dr. Delaney responded that she would check on this and report back to the Committee. Ms. Bowes said that if students are tested in both areas then the change should be made under the first paragraph.

**Motion:** Catherine Bowes

**Second:** Kevin Richardson

Moved to approve Policy JLCA – Physical Examination Of Students for first reading.

**Vote:** 5-0-0

**Motion:** Kevin Richardson

**Second:** Stephanie Peters

Moved to approve Policy JLCB – Immunizations of Students for first reading with the following changes:

- In the second line of the policy change the words *Hull Public Schools* to **school system**
- Check out if the word *measles* should be changed to **MMI**

**Vote:** 5-0-0



**Motion:** Kevin Richardson

**Second:** Catherine Bowes

Moved to approve Policy JLCD – Administering Medicines to Students for first reading with the following change:

- Under item 2 – authorization for Administration Of Medication change bullet B - Middle School Students to reflect the same language as bullet C - High School Students.

**Vote:** 5-0-0

Catherine Bowes stated that a senior could be nineteen (19) years old and suggested changing the word *eighteen* to **nineteen** in the first paragraph of Policy JLF - Reporting child Abuse Policy. James Canavan suggested looking at the MGL before making any changes and also requested getting a legal opinion from Town Counsel.

**Motion:** Catherine Bowes

**Second:** Kevin Richardson

Moved to approve Policy JLF – Reporting Child Abuse for first reading pending legal opinion from Town Council.

**Vote:** 5-0-0

School Committee discussed adding to the Homework policy IKB that in addition to regular homework students are strongly encouraged to have some independent reading time. Kristen Evans said she would bring some sample homework policies to the next meeting for the Committee to discuss.

**Motion:** Kristen Evans

**Second:** Stephanie Peters

Moved to hold Policy IKB – Homework Policy until the next School Committee meeting.

**Vote:** 5-0-0

#### 11.0 Approval of Warrants

Kristen Evans requested inviting Chartwells to the March 12<sup>th</sup> meeting to discuss the financial aspects of the school lunch program.

**Motion:** Kevin Richardson

**Second:** Stephanie Peters

Moved to approve the school warrants as presented.

**Vote:** 4-0-1 (James Canavan)

#### 12.0 Correspondence to and Comments from School Committee

Stephanie Peters stated that during the upcoming budget process and to make educated decisions on moving the system forward, job descriptions on all personnel would be helpful. She requested that the Committee receive a copy of all school personnel job descriptions.

Stephanie Peters also stated that a letter from School Committee should be put together to be sent to all retiring personnel.

Kristen Evans stated that she received a letter from a parent regarding the Hull School System. She suggested using the information in this letter as a beginning

for the upcoming public forum. James Canavan read part of the letter from Lisa and Paul Jenkins regarding having strong curriculum and raising expectations for students.

13.0 Executive Session

14.0 Adjournment

**Motion:** James Canavan

**Second:** Kevin Richardson

Moved to go into Executive Session at 9:55 p.m. for the purpose of discussing personnel issues and not to come back into Open Session

**Roll Call Vote:** Stephanie Peters, Kevin Richardson, James Canavan, Kristen Evans and Catherine Bowes