

SCHOOL COMMITTEE
HULL PUBLIC SCHOOLS
HULL, MA 02045

SCHOOL COMMITTEE MINUTES
MONDAY, MARCH 26, 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
Maria Hortaridis, Director of Finance
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 7:01 p.m. at Hull High School Second Floor Exhibition Room, 180 Main Street with the Salute to the Flag.

2.0 Approval of Agenda

Motion: Kevin Richardson **Second:** Catherine Bowes

Moved to approve the School Committee agenda as presented.

Vote: 5-0-0

3.0 Input from Public on Agenda Items

None

4.0 Student Representative Report

Kayla Dennett, Principal Advisory Committee Member, reported on the following items:

- SAT prep course for juniors began in March
- The children's musical *Aesop's Fables* will be performed on May 11th and 12th
- Spring sports will begin next week
- Money is being raised for the trip to El Salvador
- Seniors are raising money for the trip to Disney World

5.0 Hull Teacher Association Representative's Report

Deborah McCarthy, HTA President:

- Thanked and acknowledged Hull teaching staff for participating in the parent / teacher forum last week
- Stated that open ended questions caused the most difficulty for the fifth grade students
- Informed by Gregory Cunningham, High School Teacher, that feedback from high school students regarding the MCAS was positive.

6.0 Approval of Minutes

Motion: Kevin Richardson **Second:** Kristen Evans

Moved to approve the Monday, February 26, 2007 School Committee minutes as presented.

Vote: 5-0-0

Motion: Catherine Bowes

Second: Kevin Richardson

Moved to approve the Monday, March 12, 2007 5:00 p.m. School Committee Executive Session minutes as presented.

Vote: 5-0-0

Motion: Kristen Evans

Second: Catherine Bowes

Moved to approve the Monday, March 12, 2007 School Committee minutes as presented.

Vote: 5-0-0

Motion: Kevin Richardson

Second: Catherine Bowes

Moved to approve the Monday, March 12, 2007 School Committee Executive Session minutes as presented.

Vote: 5-0-0

7.0 Business Items – Superintendent

7.1 2007 – 2008 Budget Hearing

James Canavan stated the following:

- By stature a public hearing notice needs to be posted in a local newspaper seven days prior to the budget hearing
- The Committee has had several budget workshops
- The Committee has met with the Advisory Board in both January and March
- The budget being presented tonight is a level funded budget for \$13,105,919 that covers all areas of the Hull School Department.

Kristen Evans asked if the Committee would have an opportunity to look at cuts after the budget is approved at Town Meeting. Mr. Canavan responded that Town Meeting approves the bottom line on the school department budget and the Committee could meet to discuss budget cuts.

Stephanie Peters asked if there is a definitive date when the School Building Committee would make a decision on the payment of the high school courtyard. Catherine Bowes responded that at the last Building Committee meeting a motion was made to look at the dollars that are left in the high school project fund and a decision should be made at the Building Committee meeting on March 29th. She said she would report back to the Committee on this item at the next School Committee meeting.

Motion: Kristen Evans

Second: Catherine Bowes

Moved to approve the 2007 – 2008 school budget in the amount of \$13,105,919.

Vote: 5-0-0

7.2 Chartwells

Patricia Collins, Food Services Manager and Christopher Callahan, District Manager of Regional Support, together presented a review of the Chartwells Food Service Program, which included the following information:

- Total meal count and sales are up from last year
- Student participation has increased
- Product cost, personnel costs are down
- Comparison on bottom line through February 2007 \$(14,242) vs. last year at the same time which was \$(34,513)

School Committee, Ms. Collins, and Mr. Callahan discussed the following:

- Preparing and delivering of food off site next school year for Jacobs School students
- Projection in April/May if price increase will be needed

- Free and reduced lunches at Jacobs School
- Participation of fifth grade not included in Memorial School figures

Christopher Callahan said he would review the level of participation at all three lunches at Hull High School.

Stephanie Peters requested a couple of different scenarios from Chartwells when the projected price increase is presented to School Committee. Ms. Peters also asked about surveying students for lunch options. Mr. Callahan suggested having an advisory board with the food service manager to get students input.

Dr. Delaney said she would meet with David Twombly and Patricia Collins regarding transporting lunches to Jacobs School next school year.

7.3 Update on the Progress of Addressing Recommendations in the Coordinated Program Review
Dr. Marguerite Rizzi, Director of Student Services, stated that every six years all school districts in Massachusetts receive an audit from DOE. Every three years school districts are reviewed based on the six-year audit. Hull Public Schools three-year review was done in June, 2006. The Department of Education looked at Civil Rights, English Language Learners, Special Education and any new regulations during this review. Dr. Rizzi gave the following examples of some of the DOE corrective action plan:

- Student handbooks did not address confidentiality of student records for non-custodial parents. This area has been addressed. Mr. Canavan suggested modifying that section of the handbook and placing it on-line. Dr. Rizzi said that after the DOE approves the revisions, she will come back to School Committee for approval and then it could be put on the Website.
- Staff needed training on IEP development. This training was addressed on March 15, 2007.
- An English Language Learner system was not in place. An entire system was put in place regarding English Language Learners even though we do not have any students in the Hull Public Schools with this need.
- Certification of special education staff. All required certifications were faxed to DOE.

School Committee requested an update on the corrected action items sometime at the end of May or beginning of June.

7.4 Tardy Policy

Rebecca MacDonald, Systemwide Attendance Counselor, said that she had looked at what we have done in the past for individual schools, looked at tardy policies from other school districts, met with administrators and met with Hull High School Student Advisory Committee before developing this systemwide tardy policy. The goal of this policy was set with a clear expectation for students in the school system while still allowing enough flexibility for individual buildings to respond appropriately for the different age levels. This policy includes the following:

- Defines excessive tardiness as more than ten unexcused tardiness per school year, which is consistent with the attendance policy
- Lists the possible reasons for excused tardiness, which is also consistent with the systemwide attendance policy
- Talks about possible intervention for students with excessive tardiness
- Lists possible consequences for chronic tardiness
- Defines classroom tardiness for high school students.

Ms. MacDonald responded to questions from School Committee.

Motion: Catherine Bowes

Second: Kevin Richardson

Moved to approve Policy JHA – Student Tardiness for first reading.

Vote: 5-0-0

7.5 Approval of New Organization

Nancy Bowman, Parent, requested permission to form a “Friends of Hull Music” organization. She presented the Committee with the bylaws that would be used for this organization and information from the National Association for Music Education on building support for music education. She stated the money that this organization would raise would be used directly for the music department. The money would pay for student competition fees, students who cannot afford an instrument, pay for buses and to set up a scholarship for a graduating student.

Catherine Bowes noted that this organization is different from the Boosters Club and PTO. It would tie into the music curriculum and the money would be used only for the music department.

James Canavan asked if a separate non-profit organization would be set up? Ms. Bowman responded yes, this organization would be a separate non-profit organization. Mr. Canavan requested Dr. Delaney to contact Town Council to find out if there are any restrictions the Committee should be aware of before a vote is taken on this request.

7.6 Update on Private School Survey

Dr. Delaney presented the following information regarding the survey:

- Two hundred and two surveys were mailed to parents / guardians of students attending school outside of Hull
- Two hundred and fifty-five students attend a school outside of Hull
- Twenty six surveys have been received back as of March 26th
- Information received from surveys will be compiled and brought back to the Committee
- The law states that the school a student attends must notify the town where the student resides
- A notice will be placed in the Hull Times requesting anyone who did not receive a survey to contact the central office.

7.7 Update on Principal Searches

The following update was presented by Dr. Delaney:

- Memorial Middle School Principal
 - Four candidates have been selected by the Screening Committee for interviews
 - March 28th and April 2nd interviews will take place in the library of the Memorial Middle School
 - The Screening Committee consists of ten (10) members
- L.M. Jacobs School Principal
 - The Screening Committee has completed the paper screening and six (6) finalists were selected to be interviewed
 - Interviews will be on March 27th, March 29th and April 3rd in the library at the Jacobs School
 - There are ten members are on the Jacobs School Principal Screening Committee.

7.8 Acceptance of a Gift

Dr. Delaney informed the Committee that a donation of \$1,000 from the Sheehan Foundation has been received. The donation is to be used for children in the after-school Kids Care program. The Sheehan Foundation also donated a grant for \$10,000 earlier this fiscal year to provide financial aid for children attending the after-school Kids Care program.

Motion: Catherine Bowes

Second: Stephanie Peters

Moved to accept the donation from the Sheehan Foundation in the amount of \$1,000.

Vote: 5-0-0

8.0 New Business
None

9.0 Old Business

9.1 Superintendent of Schools

James Canavan said that after the interview with Dr. Kathleen Tyrell on March 20th School Committee voted to contact some people from Foxboro regarding Dr. Tyrell. The following is a list of whom each Committee member spoke to:

- James Canavan and Stephanie Peters spoke to the Foxboro Town Manager
- James Canavan and Catherine Bowes spoke to a Middle School Principal at Foxboro
- James Canavan and Catherine Bowes spoke to the former President of the Foxboro Teacher's Association
- James Canavan spoke to the Executive Director of the Massachusetts Association of School Superintendents
- Catherine Bowes spoke to some Foxboro parents
- Kevin Richardson spoke to a former Foxboro School Committee member
- Kristen Evans did not speak to anyone in Foxboro.

Positive information was received from each reference contacted regarding Kathleen Tyrell.

Motion: Kristen Evans

Second: Catherine Bowes (for discussion purposes)

Moved to reopen the Superintendent of Schools search.

(see below for vote)

Each Committee member then discussed his or her individual feelings on this motion.

- Kristen Evans said that it is her opinion that Dr. Tyrell's responses to questions at her interview did not address specific needs of our school system.
- Catherine Bowes voiced her concern with the process the School Committee chose to undertake.
- Stephanie Peters stated that she does not understand public interviews. Any response Dr. Tyrell gave at her interview would alienate some group. She believes Dr. Tyrell is a qualified candidate and supports her for this position.
- Kevin Richardson agreed with Catherine Bowes on some issues regarding the process. He stated that School Committee based the criteria for this position after input from community members at the public forums. Dr. Tyrell meets all the criteria School Committee was looking for.
- James Canavan was impressed with his discussion with the Executive Director from MASS who said that Hull would not be settling for second best given the pool of candidates out there in the field.

Ms. Evans repeated her **motion** with some changes:

Moved to reopen the Superintendent of Schools search to explore options for attracting a larger pool of candidates.

Vote: AYES: Kristen Evans and Catherine Bowes. NAYS: Stephanie Peters, Kevin Richardson and James Canavan. Motion was defeated.

Motion: Kevin Richardson

Second: Stephanie Peters

Moved to appoint Dr. Kathleen Tyrell as Superintendent of Schools subject to successful negotiations of a contract with Town Council and one member of the School Committee.

Vote: AYES: Stephanie Peters, Kevin Richardson, and James Canavan NAYS: Kristen Evans and Catherine Bowes.

9.2 Scope of Community Outreach Meetings

Catherine Bowes suggested the following regarding Community Outreach Meetings:

- Meetings should be less formal than regular School Committee meetings
- Meetings could be used to keep the lines of communication open with the community
- Having different School Committee members at each meeting
- Having a different agenda item for each meeting

James Canavan noted that Policy BEDH – Public Participation at School Committee Meetings allows for one half hour of public forum sessions once a month before the start of the regularly scheduled School Committee meeting. Ms. Bowes said she was not sure if one hour is enough time. Mr. Canavan asked Ms. Bowes how often she wanted these meetings to take place. Ms. Bowes responded once every other month.

Motion: James Canavan

Second: Kristen Evans

Reestablish the Community Outreach Subcommittee.

Vote: 5-0-0

Catherine Bowes and James Canavan volunteered to be on the Community Outreach Subcommittee. Stephanie Peters volunteered to be an alternate member on the Subcommittee.

Mr. Canavan suggested having a discussion at the next Committee meeting to decide on a date for the first meeting of this subcommittee.

9.3 Jacobs School Condition Update

Dr. Delaney informed the Committee that a classroom overheated during the week. Otherwise everything went well this week at the Jacobs School.

Mr. Canavan requested that as the weather becomes warmer everyone become vigilant with air quality issues. He suggested closing windows if it rains and when there is emission from trucks in the construction area.

Mr. Canavan also inquired if a thorough cleaning would take place at Jacobs School during the April vacation? Dr. Delaney said she would find out and report back to the Committee.

9.4 Subcommittee Updates

- Building Committee

Catherine Bowes presented the following update:

Hull High School:

- A vote will be taken at the next Building Committee regarding payment on the high school courtyard and athletic field
- If the money is approved at the Building Committee meeting the work on the courtyard will be done during April vacation

L.M. Jacobs School:

- TLT and PMA have taken over the modular classrooms and the construction trailers originally being used have been removed
- The playground should be available next year once the drainage is complete

James Canavan requested an update from David Twombly at the next meeting on:

- When the meeting can take place informing Jacobs School parents about changes for next school year
- When will the preschool classrooms be ready in the high school library
- When will a portion of the high school library be moved to the exhibition room?

- Budget Subcommittee

Stephanie Peters reported that the next Budget Subcommittee meeting would be on Friday, March 30th.

- Athletic Subcommittee

Kevin Richardson noted that the Athletic Subcommittee has not met since the last Committee meeting.

- Negotiations Subcommittee

James Canavan said that a date for mediation with school custodians has been scheduled. The next HTA negotiation meeting is scheduled for Wednesday, April 4th.

- Donaldina Gately Memorial Committee

Dr. Delaney stated that Roger Tirrell brought a sketch of Donadina's portrait to the last meeting for the Subcommittee to review. He will be continuing to work on this portrait.

10.0 School Committee Policy Issues

Motion: Kevin Richardson **Second:** Stephanie Peters

Moved to approve Policy IHA – Basic Instructional Program for second reading.

Vote: 5-0-0

The above policy is being updated to reflect a recent Department of Education Curriculum Review.

Motion: Kevin Richardson **Second:** Stephanie Peters

Moved to approve the following policies for third reading / adoption:

Policy JK-R	Disciplining Students With Special Needs
Policy JKA	Corporal Punishment
Policy JKD	Student Suspension
Policy JL	Student Welfare
Policy JLA	Student Insurance Program
Policy JLC	Student Health Services and Requirements
Policy JLCA	Physical Examinations Of Students
Policy JLCB	Immunizations Of Students
Policy JLCC	Communicable Disease
Policy JLCCA	Aids (Acquired Immune Deficiency Syndrome) School Attendance Policy
Policy JLCCA-R	Aids (Acquired Immune Deficiency Syndrome) Resolution
Policy JLCD	Administering Medicines to Students
Policy JLCE	First Aid, Emergency Medical Care and Accident Reports
Policy JLD	Guidance Program

Vote: 5-0-0

11.0. Approval of Warrants

Kristen Evans asked if speech therapists were in short demand. Someone is putting in a lot of time. Dr. Delaney responded that there has been a lot of speech evaluation / testing done recently.

Stephanie Peters noted that some invoices have not been initialed by administrators and requested that all invoices be initialed before School Committee signs warrants. She asked Maria Hortaridis to follow up on this.

Motion: Kristen Evans

Second: Kevin Richardson

Moved to approve the school warrants as presented.

Vote: 5-0-0

12.0 Correspondence to and Comments from School Committee Members

James Canavan said that he had received an invitation from the May Institute inviting the Committee to a recognition breakfast on April 2nd in Randolph. If any Committee Member is interested in attending, contact Dr. Delaney.

Catherine Bowes noted that an item appeared in the Hull Times regarding budget workshops. She stated that the Committee did have a number of open posted budget workshops and she encouraged the community to participate in these workshops. She also said there was another item in the Hull Times and that the former Jacobs School Assistant Principal was offered the position of Jacobs School Principal and that it was his decision not to accept the Principal position.

13.0 Executive Session

14.0 Adjournment

Motion: Kevin Richardson

Second: Stephanie Peters

Moved to go into Executive Session at 9:17 p.m. for the purpose of discussing strategies for collective bargaining and not to return to Open Session.

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