

SCHOOL COMMITTEE MINUTES

MONDAY, JUNE 15, 2015

Eric Hipp, Chair (present)
Stephanie Peters, Vice Chair (present)
David Twombly, Secretary (present)
Marianne Harte, Member (present)
Kelley Huxtable, Member (present)

Kathleen I. Tyrell, Superintendent of Schools
Judith Kuehn, Assistant Superintendent
Matthew J. Gillis, Business Administrator
Maggie Ollerhead, Secretary to the Superintendent

- 1.0 Call to Order
The meeting was called to order by Eric Hipp, Chair 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: Stephanie Peters **Second:** Marianne Harte
Move to approve the June 15, 2015 agenda as presented.
Vote: 5-0-0
- 3.0 Input from Public on Agenda Items
None
- 4.0 Student Representative
None
- 5.0 Approval of Minutes
Motion: David Twombly **Second:** Stephanie Peters
Move to approve the following minutes as presented.
Vote: 4-0-1 Kelly Huxtable abstained.
 - Monday, April 27, 2015 regular meeting
- 6.0 Business Items – Superintendent

 - 6.1 Girls Varsity Basketball Team
Mr. James Quatromoni, Athletic Director, introduced Ms. Elizabeth Londergan, Varsity Girls Basketball Coach and the Hull Lady Pirates Basketball Team, who were recognized by the International Association of Approved Basketball Officials (IAABO) Inc. Plymouth County District Board as recipients of the Sportsmanship Award for the 2014-2015 season. Mr. Quatromoni said that this is a tremendous honor for our community, school district,

athletic department and this program. Committee members thanked Ms. Londergan and her team for their efforts and for winning the Sportsmanship Award.

6.2 Hull Boosters Club

Mr. Gregory Grey, Outgoing President of the Hull Boosters Club, updated the Committee on the fundraising activities that support athletics and other co-curricular programs. He told the Committee that the Boosters are at the end of the sixth year since the school budget stopped fully funding athletics and they are struggling. They are running more fundraisers but are making far less than they used to because it has been far too long and businesses, parents and community members are tapped. Mr. Grey asked if there is any chance of giving more money to the Boosters now is the time. He added that the Boosters are there to support athletics not to fund it. He said that as a School Committee you have done a great job on academics but now is the time to focus on the entire package and somehow get the athletic funding back to what it was before. He said that the Boosters will do their very best they can for our community but six years is a long time and people are getting worn down.

Committee members responded that they hear the Boosters concerns and will keep them on the radar in budget discussions.

6.3 Greg Grey and AnnMarie Dunn

Mr. James Quatromoni, Athletic Director, introduced Ms. AnnMarie Dunn, Hull Boosters Club outgoing secretary and past president and vice president of the PTO and then Mr. Gregory Grey, outgoing president of Hull Boosters Club. He gave them both raving accolades and listed each of their many volunteer activities throughout their many years of helping out with sports, among other things, in the community. Mr. Quatromoni awarded each of them a certificate of recognition and dedication to the Hull Public Schools. Ms. Nichole Palermo, current PTO president, also commented about how Ms. Dunn mentored her during her time on the PTO and helped her to become president. Committee members also thanked Ms. Dunn and Mr. Grey for their dedication.

6.4 SSEC – Allocation of Increased Rental Monies

Mr. Matthew Gillis, School Business Administrator, said that after reviewing comments from the June 1, 2015 School Committee meeting the Superintendent is recommending the nonrecurring rental money be divided as was stated in her original recommended proposal, which is as follows:

- Building maintenance \$33,735
- Athletics \$25,000
- High school clubs and activities \$5,265
- Drama \$4,000

The Budget Subcommittee discussed an alternative plan for library concerns that were brought up at that meeting. The solution will be that the Assistant Superintendent and Jacob and Memorial School Principals will perform a more thoughtful review and come up with a way to address the library situation over the summer and at the beginning of the school year. They will come back with a recommendation in the fall. Committee members support this process.

Motion: David Twombly

Second: Stephanie Peters

Move to approve the allocation of the additional \$68,000 of the one year rental money for

SSEC classrooms as presented by Mr. Gillis.

Vote: 5-0-0

Dr. Tyrell requested taking business item 6.17 out of order to accommodate community members in attendance.

6.17 FY15 & FY16 Budget Discussion

Dr. Tyrell gave her recommendation for end of year expenses, stating that due mostly by staff line item changes and staff turnover there is approximately \$66,000. She recommended allocating the funds as follows:

- HVAC needs \$42,000
- Scoreboard \$10,000
- Athletics \$14,000
 - Spring officials \$6,000
 - Coaches \$4,675
 - Transportation \$3,325

Motion: Stephanie Peters

Second: David Twombly

Move to approve end of year expenditures recommendation by the Superintendent.

Vote: 5-0-0

Dr. Tyrell gave the Committee the list of proposed budget adjustments to get to a balanced budget based on the Town Meeting's appropriation of \$14,436,980. Committee members discussed that first drafts always change because the budget is a dynamic process. Ms. Peters added that this has been the process that has been used for the 6 years she has been on the Committee.

Motion: Stephanie Peters

Second: David Twombly

Move to approve the FY16 school budget of \$14,436,980.

Vote: 5-0-0

6.5 Endeavor School Approval

Dr. Tyrell introduced Denise McCabe from Endeavor School to explain her proposed program. Ms. McCabe stated that the school has room for 11 children in first through third grade. She said she has been a Montessori teacher in this community and knows people who want to grow that into elementary level. Mr. Hipp read aloud three emails that he received from families showing support for the school. He added that there are requirements that have to be met and approved by the School Committee in the town where the school will be located, as do private schools. The Committee asked questions and the Superintendent recommended that the Committee grant a one-year (2015-2016 school year) approval of the Endeavor School with several conditions outlined in the memo from Dr. Tyrell to School Committee members. These conditions include the following:

- The Endeavor School shows evidence of:
 - Certificate of occupancy
 - Fire inspection
 - Safety inspection
 - Compliance with lead paint poisoning prevention because the school will have students who are under six years old
 - Compliance with other applicable federal and state safety standards (e.g. PCB, asbestos inspections, handicap accessibility) as required by the

- building inspector
 - Copies of valid safety and health inspection certificates
 - Compliance with all conditions required by the Building Inspector
 - Compliance with all conditions required by the Board of Health
 - Compliance with all conditions required by the Hull Public Schools head nurse
 - Evidence of fingerprinting and CORI conducted on all employees and volunteers
- The Endeavor School agrees to periodic announced and unannounced visits by the Hull Public Schools' Superintendent of Schools, Assistant Superintendent, Jacobs Elementary School Principal, and Hull Public Schools Head Nurse.

Motion: David Twombly

Second: Stephanie Peters

Move to approve the Endeavor School for one-year (2015-2016 school year) with the conditions listed in the memo.

Vote: 5-0-0

6.6 NAEYC Update

Ms. Christine Cappadona, Jacobs School Assistant Principal, gave an overview of the NAEYC Accreditation (National Association of Education of Young Children), stating that the school has been going through the accreditation and re-accreditation process for 8 years. She added that it is an extensive program with 10 standards and criteria that goes with it. Ms. Cappadona congratulated the staff, including secretaries to custodians and classroom teachers, as well as specialists; everyone in the whole building worked hard for this and will continue the work on it for the next 5 years.

6.7 Kindergarten Fees 2015-2016

Mr. Matthew Gillis, School Business Administrator, recommended not changing the kindergarten fees for FY16. He said that the average cost for kindergarten in Massachusetts is between \$3,400 and \$4,900 and the median is \$3,400. He added that although we have lost a lot of money in grants, with the Quality Full Day Kindergarten grant eroding we do not want to raise the fees. Mr. Gillis said that there are 51 students enrolled at this time and historically people show up in June and more in August to register. Mr. Hipp said he has concerns about a small percentage of families paying fees while there is a large free and reduced population who are paying minimal, if any fees, but he doesn't think we are in a position this year to change it and will accept the recommendation for this year. When asked, Ms. Penta told the Committee that there are only two students who only attend half-days. Ms. Peters said that the kindergarten is a great accredited program with a sliding scale fee and the students receive music, art, gym, etc. like the rest of the students.

Motion: Eric Hipp

Second: David Twombly

Move to keep kindergarten fees the same for FY16 at \$3,000 with continue to use the sliding scale fee.

Vote: 5-0-0

6.8 School Lunch/Breakfast Program Fees

Mr. Matthew Gillis, School Business Administrator, recommended keeping the lunch and breakfast prices the same in FY16 as in FY15, stating that the average student meal price is \$2.95 and teacher meal price is \$3.95. Some towns are looking at increasing prices but the risk of raising the price is losing participants. He said that our program really teeters on the

edge of making money. He added that participation decreased when Chartwells took salt and sugar out of food because children stopped eating it but they recently made the food taste a little better and even with less kids eating it the program participation has increased. Mr. Gillis also stated that if the winter was not so bad the program probably would have broken even. He said he would rather keep the price the same and hope that next year we will do better. Dr. Tyrell added that the schools cannot make a profit on the school lunch program, it is not allowed and there are strict guidelines with the lunch program. She added that we have 32% free and 37% reduced lunch participants and often the lunch program is the best meal of the day for some of these students.

Motion: Eric Hipp

Second: Stephanie Peters

Move to keep school lunch/breakfast program fees the same for FY16.

Vote: 5-0-0

6.9 Maintenance Update

Mr. Matthew Gillis, School Business Administrator, updated the Committee on the maintenance of buildings and grounds, stating that work is being done on issues that arose from the School Building Committee report, including; rooftop units on the high school, exhibition room air conditioning and controls, electrical room which oversees the hot water tank and heater. He added that a fair amount of preventative maintenance is always being done and there are always a few things that are not expected that come up. Mr. Gillis said that repairs are being done to elevators. In addition to regular expenses he said that we spent \$10,000 to \$12,000 on snow removal, including snow removal on roofs. Committee members discussed the importance of a full time business manager and on staff energy manager/HVAC tech to maintain the buildings and save money on outside vendor costs, and that the new commissioning report will also save money. Mr. Twombly stated that he would like to see a preventative maintenance presentation in the fall.

Dr. Tyrell took a moment to thank Ms. Jean Penta, Jacobs School Principal, for her 20 years of service in the Hull Public School as a teacher and an administrator. Mr. Hipp also thanked Ms. Penta and as a token of his appreciation he presented Jean with a book that he knew she liked, to be donated to the Jacobs School library.

6.10 Jacobs School Handbook

Ms. Jean Penta, Jacobs School Principal, said that most of the changes to the school handbook are in the area of discipline because of law and policy changes. Another change was in electronic devices, the change is that it is up to teacher if students can bring tablets to class. Both the parent and teacher have to sign off before a student can bring a device to school. A discussion arose regarding electronic devices on buses. Administration at the school will monitor electronic devices on buses.

Motion: David Twombly

Second: Stephanie Peters

Move to accept the Jacobs School Handbook as presented.

Vote: 5-0-0

6.11 Jacobs School – School Improvement Plan

Ms. Penta thanked the Jacobs School Council for all their work on the school improvement plan and everything they did this year, including coming up with and arranging parent career day and community service week. Ms. Penta presented the L.M. Jacobs School Improvement Plan, which includes the following objectives and strategic plan for

improvement:

- Improvement Area One: English/Language Arts
 - Goal 1 – to improve student performance in the area of English/Language Arts.
- Improvement Area Two: Mathematics
 - Goal 2 – to improve student performance in the area of mathematics.
- Improvement Area Three: Technology Enhancement
 - Goal 3 – to increase faculty and student access to technology.
- Improvement Area Four: School Culture and Community
 - Goal 4 – to provide positive learning experiences for students during and beyond the academic school day and to create a positive school culture.

Dr. Tyrell informed the Committee that she will be approving the Jacobs School – School Improvement Plan.

6.12 Memorial School Handbook

Mr. Anthony Hrivnak, Memorial School Principal, informed the Committee that other than dates, calendars, names and other routine update changes, the only recommended change to the handbook is the synopsis of the National Junior Honor Society information.

Motion: David Twombly

Second: Kelley Huxtable

Move to accept the Memorial School Handbook as presented.

Vote: 5-0-0

6.13 Memorial School – School Improvement Plan

Mr. Anthony Hrivnak, Memorial School Principal, brought forward his School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement Area One: Communication
 - Objective: Improve communication between parents, the school and the community.
- Improvement Area Two: Curriculum and Instruction
 - Objective: Continue the implementation of best practices to address the academic needs of students.
- Improvement Area Three: Assessment
 - Objective: To use assessment data to inform instruction.
- Improvement Area Four: School Culture
 - Objective: Provide students with increased enrichment opportunities.

Dr. Tyrell informed the Committee that she will be approving the Memorial School – School Improvement Plan.

Dr. Tyrell took a moment to thank Mr. Scott Sivo, Hull High School Assistant Principal, for his 10 years of service in the Hull Public School as a teacher and an administrator.

6.14 Hull High School Handbook

Mr. Scott Sivo, Hull High School Assistant Principal, informed the Committee that other than dates, calendars, names and other routine update changes, there were only two recommended changes to the handbook, one is changing the wording related to

prerequisites to allow students who want to challenge themselves to take higher courses. The other is adding code of conduct level 5 to include nicotine delivery systems, vapor pens, hash oils and other non-tobacco items:

Motion: Stephanie Peters

Second: Marianne Harte

Move to accept the Hull High School Handbook as presented.

Vote: 5-0-0

6.15 Hull High School – School Improvement Plan

Mr. Michael Devine, Hull High School Principal, brought forward his School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement Area One: Communication
 - Objective: Increase parental involvement at Hull High School.
- Improvement Area Two: Student Achievement
 - Objective: Continue to increase the percentage of students who graduate from Hull High School in four years.
- Improvement Area Three: Assessment
 - Objective: Increase scores on the SAT and MCAS exams.
- Improvement Area Four: School Culture
 - Objective: Examine ways to enable Hull High School to more effectively meet the social and emotional needs of the students.
- Improvement Area Five: Instruction
 - Objective: Improve the quality of the instruction that takes place at Hull High School.

Dr. Tyrell informed the Committee that she will be approving the Hull High School – School Improvement Plan.

6.16 School Committee Meeting Calendar

Dr. Tyrell gave the Committee her draft list of School Committee dates for the 2015-2016 school year, which included a summer meeting on August 24, 2015 if needed.

Motion: David Twombly

Second: Stephanie Peters

Move to accept the 2015-2016 School Committee Meeting Calendar as presented.

Vote: 5-0-0

6.18 Superintendent's Evaluation

Ms. Peters explained the process of evaluating the Superintendent, which included: Establishing the subcommittee in November, Superintendent going through a self evaluation process, gathering data for April mid-cycle review, and now the wrap up process. Ms. Peters noted that Mr. Twombly had concerns about how the process was completed and she agreed and recommended that Mr. Twombly and Mr. Hipp take the time to go over the documents gathered for the Superintendent's evaluation and have a chance to meet with her and/or Ms. Harte to familiarize themselves with the evaluation process before discussing the evaluation at a meeting. She suggested discuss the issue at the August 17th retreat.

7.0 New Business

Dr. Tyrell informed the Committee that Ms. Judith Kuehn, Assistant Superintendent, has

been elected as President of South Shore Superintendents and Dr. Tyrell is very proud.

Ms. Harte thanked Wellspring and Mr. Matthew Gillis for putting together the summer lunch program for students in need. Mr. Gillis suggested moving the program to the Memorial School for more access to the students. Ms. Harte stated that the Youth Works grant will be used to train workers to prepare and serve lunches to students.

Ms. Harte said she was very impressed with the student theater program of *Phantom Tollbooth*, which was this years children's play for the elementary school students. Hull High School student Chris Martone was the director and many other students volunteered to assist in the production, along with some parent volunteers. She also stated that Mr. James Sullivan has been hired as the new theatre director, who also attended the children's play.

8.0 School Committee Policy Issues
None

9.0 Old Business Items

9.1 Custodian negotiations have been taking place as is the budget subcommittee.

10.0 Approval of Warrants
None

11.0 Correspondence to and Comments from School Committee Members

Mr. Hipp noted that at the MASS meeting in May, Dr. Tyrell was honored for her 20 years of service to MASS, 17 years as a Superintendent and 3 years as an Assistant Superintendent.

11.0 Executive Session

12.0 Adjournment

Motion: Eric Hipp

Second: Stephanie Peters

Motion to go into Executive Session at 10:21 p.m. for the purpose of negotiation strategy with non-union personnel including the Superintendent of Schools and negotiation strategy with union (Custodians). An open meeting may have a detrimental effect. The Committee may reconvene in Open Session.

Roll Call Vote: Ayes: Stephanie Peters, Marianne Harte, David Twombly, Eric Hipp and Kelley Huxtable.

Attachments

1. Jacobs School Handbook
2. Jacobs School – School Improvement Plan
3. Memorial School Handbook
4. Memorial School – School Improvement Plan
5. Hull High School Handbook
6. Hull High School – School Improvement Plan

These Minutes of a meeting of the Hull
School Committee were approved and
adopted by the Committee on
September 21, 2015

David Twombly, Secretary
Hull School Committee