

January 9, 2013

A meeting of the Wareham School Committee was held on Wednesday, January 9, 2013, at 7:00 p.m. in the Wareham Middle School Auditorium. Present were Geoff Swett, Kenny Fontes, Cliff Sylvia, Michael Flaherty, and Rhonda Veugen as well as Superintendent Dr. Rabinovitch, and recording secretary, Mrs. Ruiz.

The meeting was called to order by Chair Swett at 7:04 p.m. Chair Swett asked for a moment of silence in memory of Joseph Conway, Jr., brother of our Town Moderator, Claire Smith, who passed away before Christmas. Mr. Conway was a member of the School Committee in late 1970s early 1980s.

**PUBLIC HEARINGS** – Chair Swett announced that there will be no votes taken on these hearings this evening. The votes will be on January 30<sup>th</sup>. The public hearing on the school budget will be next week.

- Grade Configuration Proposal – Dr. Rabinovitch welcomed those in attendance and explained how the hearing would be conducted.

Principals Seamans & Panarese explained that the need to move grade 5 students to the middle school was due to overcrowding at both elementary schools.

Minot – projected class size increases; 3 specialists on carts; one gym is used for Reading Interventionists; 3 sped teachers in library

Decas – bus lobby makeshift classroom; library for study skills; storage area for small group classroom; small gym for music; five teachers share one room with dividers; art office corner of the hallway

(Mr. Fontes arrived 7:23 p.m.)

Mr. Gilmore explained how a Grades 5-8 middle school with a population 874 students would function: grades 5-6 and 7-8 in different parts of the building; add 4<sup>th</sup> lunch and each grade separate lunch time; programs at elementary still in place; unified arts; recess for grade 5 by team; schedule days 1-6; class size 23-24; offer orientation program in September ; letter grades and power school parent access; after school activities with late buses; intervention during school day for MCAS

Mrs. Rotella, a former middle school teacher and administrator, explained that it is critical for the grades to be isolated with teams, to have continuity of curriculum and to have differing schedules for 5/6 and 7/8 classes. She provided references for more information on middle schools.

Dr. Rabinovitch stated that after hearing the concerns of parents, there will be a monitor on any bus with a 5<sup>th</sup> grader on it. The students will be separated on buses with Grades 5 & 6 seated in the front , Grades 7 & 8 seated in the middle and high school students in the back of bus.

Chair Swett opened the meeting for public comments and questions.

- Will there be a house system with housemaster?  
Grade 7 House – Grade 8 Blue & Silver Teams – Grades 5 & 6 no houses
- Is the staff from elementary schools being moved up to middle school and what is the capacity of the middle school?  
Yes, 960 student capacity
- What time does lunch sessions begin? Is there Recess and Chorus?  
Lunches will begin 10:45 a.m. to 1:00 p.m. – recess for Grade 5 by teams – at this time no chorus is offered but band is offered
- What are the qualifications/training for bus monitors and the sustainability for funding these positions?  
Must go through random bus screenings and physicals; hope is having the current paraprofessionals ride the buses; not a lot of money for monitors to sustain them; envision move with no additional resources; bringing in more teachers need extra revenue only built in one additional teacher at this time at Minot
- Will the portables no longer be used with this move?  
That could happen but principals will look at best use of space
- 8<sup>th</sup> grade moving to high school?

- Now there is no space for 8<sup>th</sup> graders at the high school
- Concern with crowding of buses at capacity already in grades 6-12 - where are we putting these 5<sup>th</sup> graders?
- All data will go into routing system and make adjustments as needed

School Committee comments and questions:

Mr. Flaherty asked about the six day cycle and interventionists.

Mrs. Veugen stated that now is the time to express your concerns, contact administration or email the School Committee prior to the vote.

Dr. Sylvia expressed that it was clear this move is proposed for fiscal reasons as opposed to educational reasons

Mr. Fontes stated that key is class size at the elementary level and with finances we need to focus on early ages and support this move.

Mr. Swett stated that this proposal is a space utilization concern.

Chair Swett closed the public hearing and opened the public hearing on transportation

- Level of School Bus Transportation Services

Mr. Tatro, Transportation Manager, made the following presentation:

- Transport over 2800 students – regular, special needs, homeless
- Transport 125 students late buses, 140 CARE program, 80 field/community trips, 240 athletic trips, and daily School Career and Young Adult programs
- During summer transport 100 students plus 210 for CARE with 20 field trips; 10 special needs and 30 out district special needs
- The bus bid opening is January 16<sup>th</sup> requesting 4 alternatives:
  - Alt#1 level service - district cost \$1.6 million
  - Alt#2 transport only K-8 regular education with 3 tier system start times – district cost \$1.2 million
  - Alt#3 transport only legal requirement at current service level K-6 that live outside of 2 miles from the school (186 middle schoolers; 308 students at Minot; 274 students at Decas will no longer receive transportation) – district cost \$1.0 million
  - Alt#4 hybrid system only regular education to a vendor and keep special needs, homeless, field trips, and athletics – district cost \$734,000

Chair Swett opened the meeting for public comments and questions.

- How will this effect putting monitors on buses if there are no buses or the bid is awarded to a vendor?
- With more walkers and no sidewalks for safety, can after school programs take on these students at the elementary level?  
The school administration nor the Transportation Manager believes we should offer no less than the services we currently have.
- Why are we not charging Grades 7-12 students if there will be no bus and for those students within 2 miles?  
Currently 54% student body is on free/reduced lunch and by law we cannot charge those families – 20% are special needs and cannot charge those parents. Those left to pay for transportation for everyone will only bring in \$30,000-\$50,000.
- Why not look into leasing buses – no maintenance required?

School Committee comments and questions:

Mr. Fontes expressed his concern with walkers and any other option other than #1 nothing good will come out of it.

Mr. Flaherty definitely wanted to look at leasing.

Mrs. Veugen stated that we have looked at leasing in the past and she only agrees with #1 and #4 if outcome is financial; option #2 and #3 safety and attendance problems.

Mr. Swett stated that leasing is a finance mechanism, which does not save a lot of money; charging for the bus is not the solution to the problem; the committee believes in either #1 or #4 and anything else is unacceptable educationally

Dr. Sylvia asked everyone to think about how much money the town has saved over the last 30 years with operating our own transportation system.

Chair Swett closed the public hearing at 9:05 p.m.

Mr. Flaherty wanted to make the point that \$80,000 was spent in school choice funds last year which should be used for education not transportation.

(Mike left meeting room 9:10 p.m.)

#### **FY'14 Budget Presentation**

Dr. Rabinovitch presented the FY'14 School Budget as follows:

- Mission
- FY'14 Request \$28,619,381, which is \$1,882,247 or 7% increase over FY'13
- Budget Allocation –76% for direct instructional services
- Positions cut over time
- Fewer Employees over 2 years lost 24
- Major Account increases:
- Allocation of Classroom Teacher increase – collective bargaining; 1 new teacher; grants; stipends monitors
- 6.9% increase in net school spending
- General government vs. net school spending comparison – average school department increase is 1% - average town increase is 2%

Any cuts will further derogate our educational program.

Chair Swett announced that next week there will be a public hearing with the Finance Committee, Board of Selectmen and Town Administrator. The Committee encouraged everyone to come to this meeting and hear the presentation and add their comments or concerns.

#### **GOOD NEWS**

Dr. Rabinovitch reported that the roof was completed on the WHS Gym.

Mrs. Veugen announced that the making of snowflakes for the new school at Sandy Hook was overwhelming from communities so the snowflakes made by our students/parents will be hung in our schools.

(Mr. Flaherty returned to the meeting room at 9:23 p.m.)

Mr. Fontes gave kudos to the principals for their presentations at the all day budget meeting.

#### **Minutes of the Meeting**

Mrs. Veugen amended the minutes by changing the second sentence under Superintendent Search to read "...and for the Chair to be decided by that committee"

Mr. Fontes moved to approve the minutes of December 19, 2012 as amended, seconded by Dr. Sylvia.

VOTE: yea – 5; nay – 0; abstain - 0

#### **School Committee Reports**

- Chair Swett announced that Cape Cod Collaborative is hosting an Annual Legislative Breakfast Friday at 10AM with the focus on regional educational issues
- Update on Superintendent Search

Mrs. Veugen gave an overview. She recognized Dr. Rabinovitch for his years of service in the community. Process – Solicited four more proposals and conducted phone interviews; narrowed down to two based on recruitment philosophy, reach, communities served, pre-knowledge of state/district, cost

Pool of Applicants

1. Center for Executive Search, Cape Cod Collaborative
2. ECRA Group – unavailable at this time
3. Future Management Systems
4. MASC
5. NESDEC
6. Ray and Associates

Search Services

Comparison – location; availability; national reach; base fee; extra costs; searches in progress; last five completed searches; knowledge of district

Recommendation to move on to the 2<sup>nd</sup> round for a School Committee presentation – MASC and RAY and if the Committee desires a third, FMS

After discussion the Committee agreed to interview three firms: MASC, RAY, NESDEC and if NESDEC cannot attend due to the short notice, the committee will follow up after Saturday's meeting.

The meeting is this Saturday, January 12<sup>th</sup> beginning at 9:30 a.m. with MASC followed by RAY via Skype.

How can community be involved?

Mr. Fontes moved to go beyond 10:00 p.m., seconded by Mr. Flaherty.

VOTE: yea – 5; nay – 0; abstain - 0

Superintendent's Report

- Update on Maintenance Projects
  - a. The WHS Gymnasium Roof cost approximately \$64,000 plus \$5,000 to shovel the snow off the roof and the cost of a construction management company oversight for a total project cost of \$74,500. We still need an inspection of the warrantee from Sarnifil. Principal Palladino will be looking into completing an Statement of Interest for the Massachusetts Building Authority for roofing projects at 60% of the cost.
  - b. Decas Walk-in Freezer – The compressor was changed and rebuilt with new doors
  - c. Underground Tank 2,000 capacity fuel oil – EPA required its removal and we now have an above ground tank.

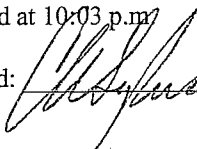
Mr. Fontes heard that the school department is raising funds to do the floor in the gym at the High School for \$800 and groups have been approached as to donating.

Dr. Rabinovitch will look into this matter.

Mrs. Veugen moved to adjourn, seconded by Mr. Flaherty.

VOTE: yea – 5; nay – 0; abstain - 0

The meeting adjourned at 10:03 p.m.

Respectfully submitted: 

List of documents:

Public Hearings Notice

Power Point Overcrowding at Our Elementary Schools Public Hearing

Power Point Transportation Department Public Hearing

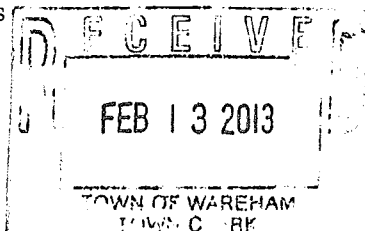
Power Point FY14 Budget Presentation

NESDEC Comprehensive Search Proposal

A Proposal for the Selection of a Superintendent Ray and Associates, Inc.

Executive search Services Proposal to the Wareham Public Schools – Future Management Systems

Correspondence: Newsletter, Notice of Vacancy Listing; Personnel List



January 12, 2013

A meeting of the Wareham School Committee was held on Saturday, January 12, 2013, at 9:30 a.m. in the Wareham Middle School Auditorium. Present were Geoff Swett, Kenny Fontes, Rhonda Veugen, Cliff Sylvia and Michael Flaherty as well as recording secretary, Mrs. Ruiz.

The meeting was called to order by Chair Swett at 9:30 a.m.

### **Superintendent Search Finalists Presentations**

(Dr. Sylvia entered the meeting at 9:31 p.m.)

#### Massachusetts Association of School Committees – Jim Hardy

Mr. Hardy highlighted the important issues in a search:

- Paid advertising is less relevant than professional networks in announcing a vacancy. The networking is an in-kind service.
- Focus groups and surveys are a vital part of the search process.

In response to the committee members' questions:

MASC has the ability to compete with national agencies because of its networks and in-kind connections. It is in MASC best interest that your system has the right fit. MASC represents the job, not the candidate.

Mr. Hardy would be the Lead with support of the Executive Director, Glen Koocher, and office staff. As Lead Mr. Hardy would attend all interviews as greeter and help facilitate dialogue. He would hold focus groups at the schools, town hall, administrative team, students and the community.

There was discussion on the number of searches conducted by MASC and the successful rate of the candidates.

Process of applications: The Search Committee would receive all applications tiered, based on criteria.

(Mr. Flaherty entered the meeting at 9:55 a.m.)

There was continued discussion on the pool of applicants and the profile of a candidate for Wareham.

MASC is on board until the School Committee signs a contract with someone at no additional fees. This does not include if an interim is hired.

Mr. Hardy of MASC left the meeting room at 10:08 a.m.

#### Ray and Associates, Inc. - Via Skype

At 10:13 a.m. the Skype session began with introductions of all members in the room (those listed above and one member of the press) to Dr. Bill Adams.

Dr. Adams introduced himself and listed the team members to be assigned to the search.

He highlighted the process to be used – six stages:

- School Committee Input and Preparation
- Profile Development and Process – timeline of search, characteristics of superintendent, flier of community and school district

- Recruiting and Screening – develop list of candidates which best meet characteristics and assign a team to interview potential semi-finalists and present a candidate report of 8 – 12 semi-finalists – School Committee review and then a matrix made for top 2-3 candidates. If the committee wants to see all candidates or interview others, this is fine.
- Candidate Presentation – perhaps have a community forum
- Selection of Finalist and Future Planning
- Follow with Superintendent selected and Board

A criminal and financial background check on all finalists can be provided at an additional cost.

In response to the committee members' questions:

Ray and Associates is readily available and limits the team members who can do searches. The committee would have Dr. Adams' personal cell phone #. A national search validates the best candidate national wide, compensation search within reach, software link for applicants.

Wareham is a little behind in the timeframe of the search process. We would need the first meeting quickly and begin interviewing at the AASA conference.

One third of the presentations are done by Skype but the first meeting with the Committee has to be face to face. Constituent groups are on site meetings, but candidate interviews with associates are conducted by telephone or Skype or face to face at conventions. It is recommended a face to face interview by the Board members of the finalists.

Dr. Adams highly recommended the use of the district website to keep the community informed on the search and he will put a link for updates from his agency.

At 11:08 a.m. the Skype session closed. Chair Swett called for a brief recess until 11:14 a.m.

The committee discussed which search agency to choose. Members were impressed with the data analysis and national reach Ray and Associates could provide.

Mr. Flaherty moved to choose Ray and Associates as the search agency, seconded by Mr. Fontes.

VOTE: yea – 4; nay - 1 (Dr. Sylvia); abstain – 0

Mr. Fontes moved to enter into executive session for the purpose of contract negotiations and come out to adjourn.

Roll call vote:

Dr. Sylvia – yea; Mrs. Veugen – yea; Mr. Flaherty – yea; Dr. Sylvia – yea; Mr. Swett – yea

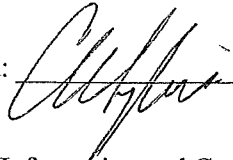
VOTE: yea – 5; nay – 0; abstain - 0

Mrs. Veugen moved to adjourn the meeting, seconded by Mr. Fontes.

VOTE: yea – 5; nay – 0; abstain - 0

The meeting adjourned at 11:59 a.m.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Clifford", is written over a horizontal line.

**List of documents:**

Superintendent Search Information and Cost Proposal for the Wareham School Committee Submitted by Massachusetts Association of School Committees January 12, 2012 & Searching for a Superintendent – A Guide and Checklist for the School Committee

A Proposal for the Selection of a Superintendent Presented to Wareham Public Schools Submitted by Ray and Associates, Inc.

January 16, 2013

A meeting of the Wareham School Committee was held on Wednesday, January 16, 2013, at 7:00 p.m. in the Wareham Middle School Auditorium. Present were Geoff Swett, Cliff Sylvia, Michael Flaherty, and Rhonda Veugen as well as Superintendent Dr. Rabinovitch, and recording secretary, Mrs. Ruiz. Absent were Kenny Fontes and Cindy Pham, student rep.

Board of Selectmen present: Alan Slavin, Stephen Holmes, Cara Winslow, Peter Teitelbaum and Town Administrator, Derek Sullivan – Absent was Ellen Begley.

Finance Committee members present: Donna Bronk, Frank Heath, Bonnie Jean Cottuli, Larry McDonald, Thomas Worthen, Dominic Cammarano, Samuel Gray and Marilyn Donahue (who entered late). Absent was David Trudell.

The meeting was called to order by Chair Swett at 7:04 p.m.

#### **PUBLIC HEARING – FY'14 School Budget**

Chair Swett opened hearing.

Chair Holmes called meeting to order of BOS – opening statement showing solidarity in town with this joint meeting.

Chair Bronk called meeting to order of FinCom – opening statement enthusiastic and committed to working together to make things happen for the children of our community

Presentation by Superintendent Rabinovitch:

- Mission of the Wareham Public Schools
- FY12 and FY13 budgets and requested FY14 budget
- Budget Allocation FY14 – 90% instructional services and services to children
- Employees lost over last two years – 24
- Major budget increases – teacher and paraprofessional salaries; textbooks; technology; agricultural school tuition; out of district tuition
- Allocation of Classroom Teachers Increase – 3 year contract 0% FY12, 1 ½% FY13, 2% in FY14; grants; 1 new teacher at Minot only in this budget; stipends for monitors

Each of the principals and coordinators reviewed the budget accounts and the justification of the increases.

Dr. Rabinovitch continued his presentation with review of the following:

- district accounts and justifications of increases
- Net School Spending 6.9% increase or \$1,757,478
- Non-Net School Spending 8.5% increase or \$124,769
- Town and School Spending Comparisons from 2009 to 2014 – average increase town 2%; school 1%
- Wareham Verses the State Average Spending above State Average from FY04 to FY12 – There is a 10% difference in the average over Wareham. If Wareham was at the state average, 15% above, this difference is close to \$3,000,000 and we are asking for \$1,757,487 tonight.

Chair Swett opened the hearing for questions and comments.

Topics discussed were: synopsis of FDK and revolving account; NEASC agency; class size state minimum or maximum; using modular units; state average communities; request for additional technology thumb drives and monitors before/after school.

(Mrs. Winslow left the meeting at 8:08 p.m.)

Other topics included cost of program for monitors/detention duty; the chart presented on Wareham and state average comparison; a diverse community comes with educational challenges; transportation salaries between regular and sped; movement of grade 5 to middle school to maximize the school facilities and portable use; need security for students if parents dropping off early; tonight's presentation being ambitious as a result of overrides not passing this summer; revenue associated with East, West, Coop; out of district costs for special needs and school choice costs for out of district; how much increase for children leaving our schools and the bare minimum is being requested for the kids in this town; losing parental involvement as well when taking their children out of our system;



this 1.7 million dollar increase not accounted for in Town Administrator's budget; cannot solve a revenue problem on expense side of ledger; #1 problem in town is upgrade our educational system; lack of attendance here tonight; if state fixes Ch.70 formula it would add considerable money to Wareham; after safety all other departments have to be cut or eliminated.

Town Administrator Derek Sullivan presented the town's budget and how the budget was developed. This is an available revenue budget, not a needs-based budget.

- FY14 Key Cost Increases - \$1,986,992
- FY14 Revenue Increases - \$1,209,806
- Expenses continue to outpace revenue by -\$777,186
- Closing the Deficit Gap \$839,669
- Breakdown of FY14 Revenue
- Local Receipt Breakdown
- FY14 General Fund Expenditures
- Non General Fund Expenses
- Employees #
- Tax Facts

Chair Swett opened the hearing for questions and comments.

Topics discussed: community's 37<sup>th</sup> lowest tax bill; other town's pay more taxes than Wareham; allocation for Upper Cape increase; what can people of town do in talking with legislators for Ch. 70 funding formula; health care expenses increased more than Prop 2 ½.

The three boards are willing to work with one another to address the issues. E-mails can be sent to the Town Administrator, the Superintendent or board members with questions and comments from the public. The Finance Committee will be meeting with the town Department Heads on the budget tomorrow. Both Chair Holmes and Chair Swett thanked and encouraged the public. A line-by-line school budget is on the district website under School Committee tonight's Public Hearing date.

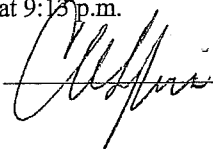
Mr. Flaherty asked Mr. Sullivan if he had a chance to research Mrs. Begley's comment she made last evening at the Board of Selectmen's meeting on the transportation RFP being different than what went out. Mr. Sullivan commented that in the RFP the bond insurance was changed to make the bid more attractive to bidders.

Chair Swett closed the public hearing and the respective boards adjourned their meetings.

Dr. Sylvia moved to adjourn the meeting, seconded by Mrs. Veugen.

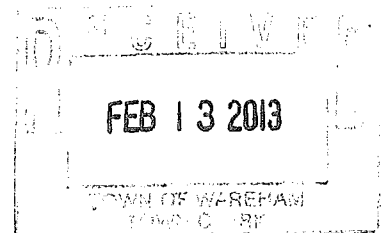
VOTE: yea - 4; nay - 0; abstain - 0

The meeting adjourned at 9:13 p.m.

Respectfully submitted: 

**List of documents:**

FY14 Budget Presentation January 16, 2013 Wareham Public Schools  
FY14 Budget Presentation January 16, 2013 Town of Wareham



January 3, 2013

A meeting of the Wareham School Committee was held on Thursday, January 3, 2013, at 8:30 a.m. in the Wareham Middle School Library. Present were Geoff Swett, Mike Flaherty, Rhonda Veugen, Kenny Fontes and Cliff Sylvia as well as Superintendent Rabinovitch.

Others in attendance were:

Finance Committee members – Donna Bronk, Frank Heath, Sam Gray, Tom Worthen  
Town Administrator, Derek Sullivan  
Selectmen – Alan Slavin (who arrived late)  
Director of Curriculum, Janice Rotella  
Director of Student Services, Bob Louzan

The meeting opened at approximately 8:40 a.m.

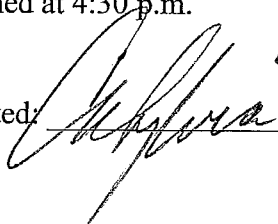
**Purpose: Presentation of School Department's FY'14 Proposed Budget to Finance Committee by the Superintendent and School Administration**

Dr. Rabinovitch welcomed all in attendance and reviewed the process that was conducted to come to this all day budget meeting with a proposed budget for FY14 of \$28,619,381. This budget, with some minor exceptions, is a level service budget. Further cuts will require a reduction of services.

Each site manager made a presentation on their FY'14 budget followed by a brief discussion about the need of the school department's request for these funds.

The meeting adjourned at 4:30 p.m.

Respectfully submitted:

  
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