

**WOBURN SCHOOL COMMITTEE
REGULAR MEETING
March 12, 2019**

A Regular Meeting of the Woburn School Committee was held on March 12, 2019 at the Joyce Middle School Conference Room, 55 Locust Street, Woburn, MA beginning at 7:00pm.

ROLL CALL

Ms. Chisholm-Present, Ms. Crowley-Present, Mr. Demers-Present, Mr. Kisiel-Not Present
Mr. Metters-Present, Dr. Wells-Present, Chairman Mulrenan-Present

APPROVAL OF RECORDS

There were none.

STUDENT REPRESENTATIVE REPORT

Student Rep. Ryan Qualey was present to report.

Spring sports will be starting shortly.

ADs are working on the schedule using a new platform called Schedule Star.

Principal Callanan will share the website once it is to date.

Future Tanner Night for incoming freshman will be held on March 20th.

The Freshman Dance will be held on March 15th.

The Spectrum Club is hosting a community gala on March 29th.

CITIZEN PARTICIPATION

Parent Megan Chapman spoke of the SEPAC College Fair coming up.

It will be held on March 27th in the high school cafeteria, 6:00 - 8:00 PM. This is open to everyone, Woburn and communities outside of Woburn. For more information visit www.woburnsepac.org.

CITY COUNCIL LIAISON

Mr. Concannon was not present.

Dr. Crowley and Chairman Mulrenan met with the liaison committee last night at City Hall.

They talked about the demographics of Woburn and what we need to move ahead.

There was a short period of questions and answers.

One of the things they were surprised at is the number of social and emotional needs of students. They also talked a little bit of capital improvements needed for the school system.

REPORTS/PRESENTATIONS FROM STAFF

FACILITIES BUDGET FY20

Facilities Budget FY20 was presented by Facilities Director, Mr. David Dunkley.

Mr. Dunkley went back and looked at his past budgets and based this year's budget on his actuals for the last three years.

Dr. Wells and Mr. Metters asked about the new position for an unlicensed maintenance craftsman. Mr. Dunkley said this is his third year asking for this position.

Mr. Metters said the capital improvements amount Mr. Dunkley is asking for is a relatively modest amount. Back in 2016 Mr. Dunkley made an extensive list that was submitted to the mayor for his capital plan. Numerous items never made it into the capital plan. A boiler needs to be replaced. The cast iron is not the same as it was 40 years ago. Carpeting needs to be replaced in classrooms. We need to take control of our capital. Our buildings are in need, things are worn out. Facilities support the education. The Reeves Elementary is older than average, it is 19 years old.

This past month, the mayor's office asked for all city departments to submit capital requests. Mr. Dunkley took his 5 year plan and updated it with input from principals and resubmitted a brand new 5 year plan. In that request you are looking at 3.1 million for next year. One big item is the turf field and track. Whenever we get capital we have to improve school security, that is a big chunk, we have to update technology, which is another big chunk. Out of our capital money that we get, take away security and technology we are not getting that much for everything else in facilities.

Ms. Chisholm commented she met someone who was substituting at the Kennedy and he was impressed how clean the building is. She asked Mr. Dunkley for a copy of his five year plan that he submitted to the mayor's office.

She asked if the telephones are all up to date, Mr. Dunkley said yes they are.

Ms. Chisholm said she would support this budget and we need to give Mr. Dunkley the tools he needs to move forward.

Mr. Demers asked if the 3.1 million in capital needs has been accrued over the last few years in that 5 year plan. Mr. Dunkley said in all of his five year plans this has been the amount.

Mr. Demers asked about what the proposed salary would be for the unlicensed maintenance craftsman? Mr. Dunkley said the high fifties.

Mr. Demers commented the Mayor was before us at our last meeting and the committee asked him for an update on the Joyce rink wall. Mr. Demers asked Mr. Dunkley to briefly touch base on this as there was some confusion. Mr. Dunkley said there was a cosmetic repair, they filled in all the crumbling block and it was water sealed with a color to try to match what was existing, some waterproofing. Mr. Demers asked if there is still some structure work that needs to be done. Mr. Dunkley does not know. Mr. Demers asked about the rolling water testing. Mr. Dunkley is updating his books and will be taking samples within the next couple of weeks.

Dr. Wells asked about the revolving account for the field. Is it possible to start a revolving account for small improvements, with the rental monies? Mr. Dunkley said we do not get money out of our rentals; most of our rentals are city departments. Dr. Wells said we have to get the money somewhere. Should we be charging the city for rentals? We need to keep the buildings maintained. We need the money somehow. If we can't get the money throughout the budgetary process we have to get it some other way.

Ms. Chisholm asked about the amount we pay the city department for doing our fields. Mr. Dunkley said we pay \$90,000 and we could not take over that for \$90,000.00

Mr. Metters, asked about the students who work during the summer, will that be continuing? Mr. Dunkley hopes so, it is well worth the money and it is good to give twelve kids a summer job. Mr. Metters asked about the old Hurd. Mr. Dunkley said there is nothing left in the building. Ms. Crowley said it may be helpful to have different variations of the new position of the painter; maybe it could be part time or temporary until all of jobs have been completed. Dr. Wells had a concern on the old Wyman, if we utilize that building in the future, we need to have electric, heat, and this is not in this budget. Mr. Dunkley will put it in a future budget when it is the appropriate time. Chairman Mulrenan let Mr. Dunkley know the praises of his staff throughout the community. Mr. Dunkley said thank you and will send a memo to his staff tomorrow.

SPECIAL EDUCATION BUDGET FY20

Ms. Kimberly Lawrence, Director of Special Education presented her FY20 budget.

Ms. Lawrence spoke of her additions from last year's budget. An additional part time Speech Language Therapist to WMHS has been very beneficial. A full time social worker for the TASC Program for the high school was added. She has been meeting the needs of the students on a daily basis.

Ms. Lawrence reallocated funds for funding for in-district BCBA services in district for our Autism Program, pre-k through high school. (Board Certified Behavior Analyst). The analyst looks at their programming throughout the day and what they are learning. Prior to that she was contracting out and it was not every day and not on sight and teachers were struggling. She is making great recommendations for students each and every day, providing streamline data collection, and providing streamline behavior plans.

Adjustment Counselors have been added, they are in every building. This has benefited all of the students in Woburn.

An additional GAIN third classroom was added and because of this we are able to keep students in Woburn rather than sending them out.

Curriculum coordinators have been fantastic in aligning with our special education programs Professional Practice; the addition of the HR director has been fantastic.

Professional Development; we have started to include more special education staff and teachers into the PD we are offering to the whole district and everyone is doing the same thing.

Clinical supervision for counseling providers are all receiving the same supervision.

special education teacher for the language based middle school program at the Joyce.

There is a need for 1 additional teacher at the learning center at the high school. This would be doing a more co-teach model.

Ms. Lawrence would like to hire a part time onsite vision therapist. Right now we contract out for 13 students, over the course of 10 months the cost is around \$50,000.00. Equipment breaks, technology struggles, braille instruction is needed. There are more and more students at the preschool level in need of vision therapy. These students would benefit with having someone onsite.

A part time team chairperson is needed to help us to take on some of the load within district.

We are looking for a full time out of district chairperson and a special education preschool

Board Certified Behavior Analyst - Ms. Lawrence, through the grant 3 years ago contracted with Teach Town. This has been a great success. This program is being used by a few students at the high school. This is an computerized ABA program which teaches discrete skills to students who are highly motivated by technology. Ms. Lawrence would like to expand her site licenses from 12-20. She would like to expand this for the next three years. This program generalizes instruction for the teacher in the classroom

Ms. Lawrence would like to budget for a couple of students to be able to participate in a program called Community for Inclusive Scholars and is held at Salem State College.

This program allows a student to have access to college life. This program is for students who are 18-22 years old. To apply for this program the student would have to be identified with autism, or have an intellectual disability. The student would have to have graduated and also have an interest to attend college. We have one student who is interested and we have another student that the team would like to recommend. This year the tuition for that program is \$7,000.00 per student. We would have to provide a coach to go with the student. The cost would be the tuition plus the coach, probably around \$37,000 per student.

She is looking to add chromebooks to the language based program for the middle school.

Ms. Lawrence would like to add language based learning disability program, she would like to bring in a consult to take a look at the program and possibility doing an evaluation of the program moving forward. We have a lot of students who struggle with literacy grades K-12. Out of District Placements; we have 41 students in private placements, 6 of those are residential. To date 4 assessments have been done and out of those, 3 are pending acceptances. We have had 8 students move in this school year.

Out of District Projections; we have 3 students in residential setting who are aging out.

We have 1 student to date that we will be assuming tuition for come July 1st.

We are exploring options for students to return to district to the GAIN program at the elementary school and to bring one or two students Transitional Education Program at the high school.

Dr. Wells asked about the need for the sixth teacher for the special education learning center.

Ms. Lawrence is looking into reallocating funds to add an additional teacher rather than replacing two paraprofessionals who are retiring.

Mr. Demers spoke of the GAIN program and if we do add an additional classroom it is a gain for the district by bringing the students back; giving them the services they need, and not paying exuberant outside costs.

Ms. Chisholm asked how many chromebooks for the middle school and what is the cost. Ms. Lawrence thinks around 10-15 she is currently looking into the fall projection. She purchased 15 last year and that was around \$10,000.00.

Mr. Metters appreciates that this budget is based on the needs of the students and value driven.

Ms. Crowley spoke of the need for the part time vision therapist and commented that vision is one of our 5 senses. She supports this as Ms. Lawrence has asked for this before.

Ms. Crowley commented the Community for Inclusive Scholars at Salem State College is a wonderful program. Would we be spending money on the aids anyway? Ms. Lawrence said yes.

Chairman Mulrenan thanked Ms. Lawrence and Dr. Baldassarre for their presentation at the SEPAC meeting last week.

TECHNOLOGY BUDGET FY20

Dr. Crowley presented the Technology Budget FY20 as Mr. Roketenetz was unable to attend. The 2019-2020 Technology Department Staffing Proposal was presented first.

Director of Technology, Digital Learning, and Innovation (Certified Position) - This position was posted yesterday and we already have 6 applicants.

Maintain Current Support Staff - Right now we have 1 Lead Technology Support Specialist/Network Administrator and 3 Tech Support Specialists. Mr. Roketenetz feels the current level of support staff is adequate.

Academic Systems Manager - New Hire

Maintains and supports all district implemented software and components. Reports to the Director of Technology.

Digital Learning Specialist/Coach - New Hire

Designs, collaborates, and/or co teaches technology enriched lessons.

Someone who assists teachers on the fly, troubleshooting.

An example; the new Hurd Wyman is a brand new building and has amazing technology but we do not have anyone to help teachers to learn and support them.

Digital Learning Specialists Proposed Hiring Schedule - adding one specialist each year for the next 3 years.

High School and Middle Schools: 2019-2020

Middle Schools and Elementary Schools: 2020-2021

Elementary Schools: 2021-2022

Mr. Roketenetz is level funded except for the \$7,000 increase which is a request to purchase teacher computer replacement at both middle schools.

Dr. Crowley said the Librarian position will evolve into a Library Media Specialist.

Mr. Demers feels that having an Academic Systems Manager is key to moving the technological structure of the district forward.

SUBCOMMITTEE REPORTS

Finance Subcommittee

Dr. Wells said they met last Wednesday.

They reviewed the list of bills and found them to be in order.

A motion was made to approve the list of bills.

Motion was seconded, all in favor. Motion passed 6-0-1. (Mr. Kisiel not in attendance)

The balance of account was found to be in order.

A motion was made to approve the balance of accounts.

Motion was seconded, all in favor. Motion passed 6-0-1.

They discussed the lunch account.

Dr. Wells mentioned at this past meeting they followed up on some line items that were over the allocated amounts. Dr. Wells asked to be informed by administration when items are over their amounts. To be informed when this happens, why this is over and where the payment is coming

from. Dr. Wells wants to make sure this is ok with the full committee.

Mr. Demers commented for clarification, we don't want to make more work for anyone but the committee should be involved for the rationale without becoming micromanagers of the budget.

Resource Utilization Committee

Dr. Wells presented for Mr. Kisiel who was not in attendance.

They met on 3/7/19.

They discussed the Hurd Wyman punch list update. This list went down from 104 items to 71 items left. These are mostly landscaping issues to be addressed this Spring.

Shoveling and snowblowing, no complaints

They talked about the Old Wyman feasibility study. Dinisco was given the list of people that will probably be moving into the newer section. They took pictures at the Joyce to convert administration back to classrooms. The study cost \$25,000.00. There may be significant costs to make the Wyman usable. AC would need to be added.

The Mayor is still negotiating with Solar Tree Company for the Solar Panels at the Joyce.

One of the capital projects is the higher hand railings around the schools. A building permit is needed and the cost would be \$25,000.00 for the Malcolm White and for the rest of the schools it would be \$100,000 total.

Another capital project is the Athletic Fields at the high school. The main field is 88,000 square feet with a cost of \$450,000.00. The practice field is 108,000 square feet with a cost of \$550,000.00. The track will cost \$130,000.00 to redo. The thought is to have the main field and the practice field done during different fiscal years. We have about \$500,000.00 in the account and we may split it.

Mr. Demers asked if Ms. McKinnon could send to the committee a break down of how much has been collected annually for the field rentals.

Personnel Subcommittee

Ms. Chisholm said they met on 3/8/19.

They discussed stipend positions at the high school.

Administration will be creating guidelines for adding an Assistant Principal.

Ms. O'Neil updated the committee on HR happenings. Different ways for job postings.

She spoke the need for substitutes.

Mr. Roketenetz was present to update the subcommittee on technology

Mr. Demers commented on Ms. Cardoso stepping up to help Ms. O'Neil with the diversity program as Mr. Steve Martin found it difficult to attend meetings with his schedule.

Dr. Wells asked if the HR Director could have some questions such as "what attracts you to Woburn". Dr. Crowley said they have been discussing this.

On our website there is now a link to the HR page which has a link to all of our job openings. The hope is to attract people who want to join our team.

Mr. Metters mentioned the anticipated openings and hopefully posting them earlier than the past years.

Curriculum and Professional Development Subcommittee

Mr. Demers said they have not met.

Dr. Wells noticed the Globe did an analysis of SAT scores and Woburn did very well. We were a little above the state average.

Dr. Wells was looking at the DESE description of our district and commented we have a significant amount of high needs students. If these two topics could be put on the Curriculum Subcommittee for discussion.

Policy Subcommittee

Ms. Crowley said they have not met.

She did note that Vaping is an issue that will be looked at.

Student Services and Achievement Subcommittee

Mr. Metters said they met on 3/1/19 at the Reeves for a principal tour.

Ms. Finocchio was a kind and generous host. The committee appreciates her hospitality.

The Reeves is about to enter it's 3rd decade of service.

In addition there was a follow up meeting with SEPAC. They are still looking for a vice president.

SEPAC will be hosting a vocation and college fair at WMHS on 3/27/19, this is a regional event.

Communication and Community Relations Subcommittee

Chairman Mulrenan and Dr. Crowley attended the liaison meeting with the city council.

Correspondence

4 students from Woburn Memorial High School received the National Merit Scholarship Award.

A motion was made by Mr. Demers to send a letter of congratulations to the students.

Motion was seconded, all in favor. Motion passed 6-0-1.

Mr. Metters extended his thanks to WCEF on behalf of the committee.

This year 25 grants were given to our teachers totaling \$18,786.00.

The total amount requested was about \$26,000.00.

The first annual hall of fame inaugural class, former school committee Joe Crowley is part of that inaugural class.

This event will take place on June 15, 2019 at the Woburn Hilton.

UPCOMING EVENTS

This Saturday is the grand opening of the Woburn Public Library and the high school band will be performing.

April 1, 2019 the Curriculum Coordinators will be hosting Learning Together the Tanner way at the Woburn Public Library.

The Musical Grease will be performed the weekend of May 10th at WMHS.

FUTURE AGENDA ITEMS

Dr. Wells brought up that the MASC looking at recess and getting credit for recess in terms of time on learning and if they will be mandating some things? He feels this should be looked at by the curriculum subcommittee meeting.

Dr. Wells asked clarification on school start time in April, we are expecting a report?

A motion was made to go into executive session

Motion was seconded. Motion passed 4-2-1.

ROLL CALL

Ms. Chisholm-abstained, Ms. Crowley-yes, Mr. Demers-yes, Mr. Kisiel-Not Present

Mr. Metters-yes, Dr. Wells-abstained, Chairman Mulrenan-yes

EXECUTIVE SESSION

For the purpose of updates on the WTA contract.

A motion was made to return to the regular order of business.

Motion seconded, all in favor. Motion passed 4-0

Roll Call: Ms. Crowley-yes, Mr. Demers-yes, Mr. Metters-yes, Chairman Mulrenan-yes

ADJOURNMENT

A motion was made to adjourn.

Motion was seconded, all in favor. Motion passed 4-0.

Meeting adjourned at 9:40 PM.

Respectfully submitted,



Jean MacLeod

Recording Secretary