

**Milton School Committee  
Regular Meeting  
Milton High School Library  
March 9, 2010**

**Committee Present:** Lynda-Lee Sheridan, Chair, Glenn Pavlicek, Vice Chair, Beirne Lovely, Chris Huban and Mary Kelly

**Staff Present:** Mary Gormley, Superintendent, John Phelan, Assistant Superintendent for Curriculum & Personnel

1. Meeting called to order at 7:00 p.m.

2. **Approval of March 9, 2010 Agenda**

With the Committee's consent, Mrs. Sheridan approved the agenda for March 9, 2010.

Before moving on in the agenda, Mrs. Sheridan invited Coach Sean LoPresti to the table along with some members from this year's Boys' Varsity Basketball team. Mrs. Sheridan reported that this team won the Bay State League Championship and recently competed in the Division 2 South Sectional Finals at UMass Boston. She thanked the team for its efforts and for bringing such pride to the school system and to the entire town. Mr. Huban stated that this team should be commended for the talent, courage, and integrity it showed. The Committee wished the outgoing seniors well in their future endeavors and offered congratulations to the newly elected captains. Ms. Gormley stated that she will forward each team member a copy of the email she sent Coach LoPresti over the weekend. On behalf of the Milton Public Schools, Ms. Gormley expressed her pride and gratitude to the team and to the coaches.

3. **Citizen Speak (Policy BEDH-Residents may speak for up to 3 minutes)**

No one came forward to speak.

4. **Approval of Minutes**

The minutes of the January 26, 2010 School Committee meeting were approved.

Move: C. Huban

Second: B. Lovely

Vote: 4-0-0\*

The minutes of the February 9, 2010 School Committee meeting were approved.

Move: C. Huban

Second: G. Pavlicek

Vote: 4-0-0\*

\*Ms. Kelly was not present for the voting of minutes.

Mrs. Sheridan asked that School Committee members review the minutes of the January 8, 2010 Health and Safety Subcommittee that were included in the packet for this meeting.

**5. Superintendent's Report  
Facilities Report – Facilities Director, Bill Ritchie**

Mr. Ritchie presented the Committee with a detailed report on the status of facilities. Some highlights from this presentation include:

- The square footage of our new facilities (all six schools) has increased by 232,100 sq. ft.
- Prior to the new construction, the custodial staff included 25 full-time custodians and 2 full-time floaters. In addition, there were 5 full-time maintenance positions. The current staff includes 26 full-time custodians, 1 full-time maintenance position and 1 full-time HVAC position.
- Mr. Ritchie discussed “green” cleaning initiatives and reviewed some environmental achievement awards the school system has received. Mr. Ritchie commended the custodial staff for helping in this effort.
- Mr. Ritchie reviewed several preventative maintenance plans and discussed some future capital projects that will have to be addressed. Some of these projects include replacing all older roofing systems at four schools (Glover, Tucker, Pierce, Cunningham) that were relatively new at the time of the construction project and therefore not replaced; replacing/repairing exterior duct work at some schools (Milton High, Glover, Tucker and Pierce); and field maintenance.
- With regard to energy conservation measures, Mr. Ritchie discussed the grant awarded by NStar to replace the lighting in three school gyms (High School, Glover, and Pierce Middle School) and reported that he is applying for an additional NStar grant to replace all the gym lighting at both Collicot and Cunningham. Mr. Ritchie also discussed the solar panels at Milton High School and Collicot/Cunningham.
- The Facilities Department continually evaluates monthly electrical invoices to look for ways to save. Also, the new HVAC technician, Jim Egan, is making great strides in helping the schools be more energy efficient.
- Rick Malstrom, an energy expert and member of the Facilities Subcommittee, is applying for EPA Energy Star Awards for our schools. Mr. Ritchie reported that two schools may qualify for this award (Milton High School and Tucker Elementary).

A copy of this report can be found at <http://www.miltonps.org/documents/MicrosoftPowerPoint-MiltonFacilitiesDepartmentSchoolCommittee.pdf>. Some questions and/or comments from the School Committee and the Administration included:

- Would you give an update on the status of Glover School? Mr. Ritchie replied that the construction at Glover was done in 2003. It is holding up well but needs a new paint job. Close attention must be given to Glover since it is a one-level school so there is more wear and tear to the building.
- What preventive maintenance can be done in-house and how often do we have to use outside companies? Mr. Ritchie replied that many of the preventive maintenance items listed in his report require outside companies since they require specialty work and equipment. The HVAC technician does some preventive maintenance on the boilers (filters, belts, and troubleshooting); back flow testing is being done for free by Kim Casey of the DPW Department; and some maintenance at Brooks Field is being done in-house.
- What is the timeframe for the capitalized projects listed in the report? Mr. Ritchie replied that they are waiting on bids for the duct work project at Milton High School. Once a contractor is found, Mr. Ritchie stated that he will get estimates for the work to be done at other schools and determine if in-house personnel can be trained. With regard to the roofing projects, Mr. Ritchie stated that there are ongoing maintenance issues and some of these may be the result of the duct work. Within the next 3-5 years, Mr. Ritchie feels we will have to address the roofing issues.

- What is the life span of an artificial field? What significant maintenance has been done at Brooks Field? Mr. Ritchie replied that Brooks Field is 7 years old and the estimated life span for an artificial field is approximately 11-15 years. It would cost approximately \$500,000 to do that field over. Last year an expert was brought in to do a compaction test and did not recommend adding pellets to Brooks Field at that time because they are not needed.
- Are we charging a sufficient enough amount for rental fees for our facilities to offset the operating expenses of those buildings? Mr. Ritchie stated that the rental fees charged by the Milton schools are fair. As energy costs go up, the challenge will be whether or not we are charging enough to offset energy costs. Ms. Gormley added that Matt Gillis has prepared a fee proposal for next year which will be presented to the Finance Subcommittee. This proposal includes an increase in rental fees. This fee proposal will be presented to the full School Committee at a future meeting.
- If funds allow, Ms. Gormley reported that the School Building Committee plans to plant trees and shrubs at the front of Pierce Middle School. Ms. Gormley, Mr. Phelan and Mr. Lovely have been meeting with Dave Perdios (Parks and Recreation Dept.) and representatives from traveling soccer to brainstorm a plan to refurbish the field behind Pierce in a shared collaboration with the schools and the community groups. Once this plan is finalized it will be brought to the School Committee for approval.

The School Committee and the Administration thanked Mr. Ritchie for this presentation.

### **Food Service Report-Jackie Morgan, Food Service Director**

Ms. Morgan updated the Committee on the Food Service program at the Milton Public Schools. Ms. Morgan reported that:

- A complete breakfast is sold every day at all six schools for \$1.25.
- Lunch prices are \$1.75 at the Elementary level; \$2.00 at Pierce Middle School; and at Milton High School there is a two-tier system of \$2.00/\$2.25.
- Allergies are a big concern in the Food Service Department. With the help of an intern from Framingham State College, the Food Service Department is developing a spreadsheet that will list each item we purchase or receive from the USDA. Each item will be identified with allergens to help families with children suffering from allergies. This list will be posted on the Food Service web page.
- Cashiers have attended training sessions regarding allergens. There is a pop-up screen on the register to alerts cashiers of allergens and a list will be available of each food item served along its allergens.
- A new menu has been introduced at the Elementary and Middle school levels for those students with celiac disease.
- The point-of sale program has been very successful. One advantage of this program is that it prevents identification of students on the free and reduced lunch program. Ms. Morgan reminded the public that applications for the free and reduced lunch program can be submitted at any time. These applications can be found on the website, [www.miltonps.org](http://www.miltonps.org), on the Food Service Department web page, and at every school office.
- Ms. Morgan reviewed new food offerings and stated that this year the USDA requested adding more orange vegetables and beans into the menu. All peanut butter has been removed from the schools and sun butter is used as a substitute.

Mrs. Sheridan asked what is done in the cafeterias to handle nut allergies. Ms. Morgan replied that there are nut free tables at the Elementary and Middle school levels. Cafeteria workers make sure that students who bring lunch from home do not have any nut products at these tables. Nut free tables are

also washed first with a separate cloth to prevent any cross contamination and there are Epi-pens in each cafeteria. The Food Service staff and lunch aides are trained on how to use Epi-pens and the nursing staff is in communication with the Food Service Department via walkie-talkies. The School Committee and the Administration commended Ms. Morgan for the phenomenal job she does for the students of the Milton Public Schools. Ms. Morgan replied that the success of the Food Service program is due to the exceptional, dedicated staff in the Food Service Department. A copy of this report can be found at <http://www.miltonps.org/documents/FoodService3-9-10.pdf>.

Before ending the Superintendent's Report, Ms. Gormley provided the following updates:

- The Saturday program began last week and 117 students enrolled.
- The screening committees for both the Glover Principal and the Director of Pupil Personnel Services positions are actively at work and we have a strong pool of candidates.
- March is Music in Our Schools Month. Tonight at Milton High School a Cabaret/Talent Show was held; Wednesday evening there is a Band concert; and on Thursday evening there will be a Chorus concert.
- The Milton High School/Pierce Middle School Faculty Talent Show will be held March 25<sup>th</sup> and 26<sup>th</sup> in the Charles Winchester Auditorium and all proceeds will go to funding clubs and activities at Milton High School.
- The Milton Foundation for Education will be posting applications for the Outstanding Teacher Award program on its website. The deadline for applications will be April 2, 2010 and an award ceremony will be held in May.
- MCAS testing dates and subjects will be posted on the website.
- Summer Enrichment will be held at Pierce Middle School this year and brochures will be sent out this week.
- The World Language Review Team will make a presentation to the School Committee at the end of March. Kindergarten/1<sup>st</sup> grade parents will be informed that they can wait until the first week of April before making their choice for next year.
- Holly Concannon, the new Elementary Math/K-8 Technology Director, was unable to attend tonight's meeting. She will attend the next School Committee meeting.

## 6. **Chairman's Report**

Mrs. Sheridan reminded the public that the Open Budget Hearing will be held on March 16, 2010 at 7:00 p.m. in the Charles Winchester Auditorium at Milton High School. After a brief budget presentation, community members will have the opportunity to ask questions or write them down on index cards for Committee members and/or members of the Administration to answer. Questions regarding the budget can also be emailed to Lisa McDonough in Central Office ([lmcdonough@miltonps.org](mailto:lmcdonough@miltonps.org)).

Mrs. Sheridan reported that she and Ms. Gormley recently attended a full-day strategic planning meeting with the Milton Foundation for Education (MFE) to reflect on best practices and future initiatives. Mrs. Sheridan encouraged community members to visit the website, [www.miltonforeducation.org](http://www.miltonforeducation.org) to become informed about the work done by the MFE.

Mrs. Sheridan announced that Beverly Quinn, Executive Assistant to the Superintendent, plans to retire effective June 30, 2010. On behalf of the Committee, Mrs. Sheridan thanked Ms. Quinn for her years of dedication to the Milton Public Schools and stated that it has been the Committee's pleasure to work with her.

Before ending the Chairman's Report, Mrs. Sheridan asked Committee members to get back to Bev Quinn regarding what PTO meetings they will be available to attend to discuss the budget. Ms. Kelly suggested moving up the dates of the Cunningham and Tucker PTO meetings so the budget information can be presented prior to Town Meeting in May. Ms. Gormley will check with the PTO presidents regarding that suggestion.

**7. Finance Subcommittee Report**

Ms. Kelly reported that at the recent Special Town Meeting, the School Department budget was decreased by \$151,000 and stimulus funds will be used to offset this reduction. Mr. Pavlicek will follow up with the Department of Revenue as to how these funds would be re-allocated to the School Department budget in the event the state does not have to make further cuts. Ms. Kelly further reported that at its recent all day Saturday meeting the Warrant Committee allocated funds back to the school budget for approximately six positions we previously thought would be cut. Ms. Kelly urged community members to attend the Open Budget Hearing and asked the Administration to post the entire budget detail on the website. Ms. Gormley replied that the budget will be posted and a copy will be made available at the Milton Public Library.

Mr. Pavlicek informed the Committee of some upcoming meetings that Committee members and town representatives may want to attend. On March 18, 2010 the MASC is having a regional meeting with the Suburban Coalition at 7:00 p.m. at the Andrews Middle School, Medford, MA. Also, the Suburban Coalition is doing a "Day on the Hill" Tuesday, April 27, 2010 in the morning. This will provide an opportunity to speak with legislators about local funding.

**8. Health and Safety Subcommittee Report**

Ms. Gormley reported that the Health and Safety Subcommittee is sponsoring a parent night on Wednesday, March 31, 2010 at 7:00 p.m. in the Charles Winchester Auditorium. Dr. Linda Grant will speak to parents regarding issues around adolescence. Ms. Gormley encouraged all Middle School and High School parents to attend.

**9. Old Business**

Ms. Gormley stated that the World Language Review Team hopes to report to the School Committee at the March 30, 2010 meeting. In an effort to provide 1<sup>st</sup> grade parents sufficient information to make their decision for next year, April 6, 2010 would be the latest this report is presented to the School Committee.

Motion was made to adjourn.

Move: C. Huban

Second: B. Lovely

Vote: 5-0-0

The meeting adjourned at 8:30 p.m.