

Milton School Committee Meeting Minutes  
September 26, 2018

**Committee Present:** Dr. Kevin Donahue, Chair; Sheila Varela, Vice Chair; Dr. Elaine Craghead; Margaret Eberhardt; Ada Rosmarin; and Elizabeth White

**Staff Present:** Dr. Glenn Pavlicek, Assistant Superintendent for Business

Meeting was called to order at 7pm.

The agenda for September 26, 2018 was approved with one edit to remove Executive Session.

Prior to beginning the meeting, Dr. Donahue introduced the new student representative for the Junior Class, Guinevere Ferreira.

No one came forward for Citizen Speak.

**Superintendent's Report**

Assistant Superintendent Pavlicek reported that the Annual Report was emailed to the Committee previously and some edits were received. The School Committee must vote to approve the Annual Report and then it will be forwarded to the Town.

Dr. Donahue made the motion to approve the 2017-2018 Milton School Committee Annual Report.

Second: E. White

Vote: 6-0-0

Dr. Pavlicek reviewed the list of happenings and gave a brief athletic update submitted by Athletic Director Ryan Madden.

**Chair's Report**

**School Committee Goals** - Dr. Donahue asked Committee members if they had any edits to the proposed 2018-2019 School Committee goals. Ms. Rosmarin commented that these goals were in alignment with the Strategic Plan.

Dr. Donahue made the motion to accept the 2018-2019 Milton School Committee Goals.

Second: E. Craghead

Vote: 6-0-0

**School Committee Schedule** – Committee members discussed the conflict with the Milton Public Library Gala on October 17<sup>th</sup>. It was decided that trying to reschedule the Milton High School Site Council presentation and the approval of the Wilson-Kindelan School might be too difficult. The schedule will remain as is.

### **Finance Subcommittee Report**

**FY19 Salary Increase for Community Schools** - Dr. Craghead reported that Community Schools Director Martha Sandoval attended this week's Finance Subcommittee meeting to discuss increasing the hourly rate of Community Schools' staff. Community Schools is having difficulty attracting and maintaining personnel at the current rates. Community Schools is a self-sustaining program – this would not increase student fees. The Finance Subcommittee voted to approve the FY19 salary increase for Community Schools and recommends that the School Committee vote as well. This increase would be retroactive to September 1, 2018.

Dr. Craghead made the motion to approve the FY19 Salary Increase for Community Schools as presented.

Second: E. White

Vote: 6-0-0

**FY19 Budget Line Items**- Dr. Craghead explained that Town Meeting already approved our FY19 budget. Due to a new way of reporting to the DESE, adjustments were made to certain categories although the bottom line remains the same.

Dr. Craghead made the motion to approve the adjustments made to the FY19 Budget.

Second: S. Varela

Vote: 6-0-0

**FY20 Budget Calendar** – Dr. Craghead reported that Finance Subcommittee reviewed the FY20 budget calendar and recommends School Committee approval.

Dr. Craghead made the motion to approve the FY20 Budget Calendar.

Second: K. Donahue

Vote: 6-0-0

Dr. Craghead stated that she will have all Finance Subcommittee meetings through November posted as full School Committee meetings.

Dr. Craghead reported that the Finance Subcommittee tabled the discussion of the FY19-22 Capital Requests for Facilities and Technology until they hear from the stakeholders at next week's meeting.

**FY18 Fiscal End of Year Report** - Assistant Superintendent Pavlicek explained that all districts have to prepare this report annually for DESE. The report is due October 1<sup>st</sup>. Budget Analyst Lisa McDonough is responsible for this report and does a wonderful job. He and Ms. McDonough will be giving the report a final review before it is scanned to the School Committee. Since the report is due Monday, the Finance Subcommittee is requesting a motion that will allow the School Committee Chair to authorize the submission.

Dr. Craghead made the motion to authorize the Milton School Committee Chair Dr. Kevin Donahue to sign the certification sheet for the FY18 Fiscal End of Year Report.

Second: E. White

Vote: 6-0-0

### **Approval of Vendor Warrants**

Dr. Craghead made the motion to approve Vendor Warrant #10 dated September 13, 2018 in the amount of \$578,653.66 and Vendor Warrant #12 dated September 27, 2018 in the amount of \$1,023, 209.59.

Second: K. Donahue

Vote: 6-0-0

### **Transportation and Traffic Safety Advisory Committee Report**

Ms. White reported that the Transportation and Traffic Safety Advisory Committee has met twice. At the meeting held before school started, the Committee reviewed the results of the Glover traffic survey. Glover PTO is presenting this information tonight. New signs at Tucker seem to be making a difference and new flashing stop signs around town seem to be effective. The Committee discussed the possibility of having flashing stop signs in school areas.

An additional crossing guard for the afternoon was discussed for Collicot/Cunningham and parents are talking about bus issues and overcrowding. The need for another bus will remain a discussion item as budget talks begin. Ms. White reported on the upcoming Walk/Bike to School dates.

School Committee members voiced concern about overcrowding and the cost of an additional bus. Do we have to do a bigger ask in the budget? Dr. Craghead explained that every bus is \$50-60,000. With the issues we are seeing, it would take more than one bus to accommodate the students.

Assistant Superintendent Pavlicek explained that we are required to provide transportation to students in grades K-6 who live more than 2 miles from their school. We currently can run the 10 buses and at the elementary level, we have the capacity to handle all the students. The issue has been at the Middle School and High School. People who signed up by June 30 as we had asked all have a bus. Some people who signed up late in the summer were not able to obtain transportation due to space. We have polled the bus drivers again to see actual ridership and hope to be able to add a few more students. We do not think we will be able to accommodate everyone at the High School and Middle School level. We will have to look at our current policy. If we want everyone to provide transportation to all who want it, we cannot do that with 10 buses. Assistant Superintendent Pavlicek stated that he is not sure if the wait list for Middle School and High School is higher this year than in past years since he had not previously worked with Transportation. Currently, there are approximately 40 students on the wait list.

Dr. Donahue added that the School Committee policy on transportation is to provide it for grades K-6 who live more than 2 miles. He asked if we were locked in for 10 buses in our current contract with the bus company. Have we factored in what an additional bus would cost?

Ms. Eberhardt feels that eventually we will see the increased enrollment at the middle school level and we will have to be clear as to who is guaranteed transportation. Assistant Superintendent Pavlicek and other School Committee members agreed this procedure needs to be clearer. For example, he had quite a few comments regarding 7<sup>th</sup> graders and the fact that the over 2-mile limit does not apply after 6<sup>th</sup> grade. When asked by Ms. Rosmarin why it ends at 6<sup>th</sup> grade, Assistant Superintendent Pavlicek replied that Mass General Law requires at a minimum that we transport students in grades K-6 who live more than 2 miles. Ms. Varela mentioned again that the policy needs to be clear. She asked that Rachel Schewe and Assistant Superintendent Pavlicek put the district policy on the website as a link under the Transportation page.

### **Facilities Advisory Committee Report**

Ms. Rosmarin stated that the Facilities Advisory Committee met prior to tonight's School Committee meeting. They have been discussing the facilities study and have met with DRA and Carl Franchesci. We have received a proposal of \$45,000 for conducting this study. The Committee liked the proposal, but asked that Assistant Superintendent Pavlicek or Facilities Director William Ritchie discuss with Carl Franchesci what the cost is for each of the outlined services.

Mr. Ritchie presented the Facilities FY19-22 Capital Requests. A vote was taken to approve the FY19-22 Capital Request for Facilities. This this will go to Finance Subcommittee for approval and then to School Committee for final approval. We received positive feedback from DRA that we are doing a good job maintaining our buildings. We will have to invest in those maintenance costs to keep up.

Ms. Rosmarin added that the Committee also discussed the draft Facilities Goal for the Strategic Plan and will be bringing that to School Committee for approval.

Dr. Donahue updated the Committee on the recent Selectmen's meeting he attended. He feels there is a definite sense of engagement by the Town with regard to problem solving the space/building issue and a commitment to work together.

Ms. Eberhardt mentioned the discussion about the anonymous donation for the fire station. She reported that the discussion of a new fire station or putting an early childhood center/teen center, etc. in the area by Town Hall raised a great deal of alarm in her neighborhood (Stanton Road area). That concern prompted some neighborhood meetings and the formation of the Town Center Neighborhood Association (TCNA). People were taken aback at the things discussed regarding the new fire station/old fire station and use of space. Dr. Donahue said he is glad community members are engaged. The reality is our fiscal blue print does not have space for projected enrollment. This will be a lengthy town-wide process.

Ms. Rosmarin reported that 4 parents representing our elementary schools and one high school administrator have joined the Facilities Advisory Committee. She asked for School Committee approval to add these people to the Facilities Advisory Committee.

Dr. Donahue made the motion to add Kerry Hurley (Tucker), Susannah Hegarty (Collicot), Abigail Callahan (Cunningham), Kyan Thornton (Glover) and Benjamin Kelley (MHS) to the Facilities Advisory Committee.

Second: E. Craghead

Vote: 6-0-0

Before voting, Ms. Varela asked if Pierce and Milton High School would be addressed in the study. She asked if it would be beneficial to also have a middle school representative? Ms. Rosmarin replied that there was a lot of discussion about enrollment and having a phase 2 to look at the middle and high schools. Right now we are focusing on short term ways to deal with what is happening at the elementary level. Dr. Donahue stated the Facilities Advisory Committee would welcome representation by the middle and high schools moving forward. He asked that anyone who may be interested to please contact the School Committee. School Committee members agreed that it is important to be mindful of the middle and high school enrollment. Ms. Varela asked administration if they would report how many classes in grades 6-12 have 28-30 students? She stated that she received texts after the high school open house with regard to class size.

Dr. Pavlicek stated that to some extent the study does touch on the middle school since one of the options being discussed was the potential of moving a grade. Ms. Rosmarin added that they will ask what the cost would be to extend the scope of the study.

### **Policy Subcommittee Report**

Ms. Eberhardt reported that the Policy Subcommittee met briefly prior to tonight's School Committee meeting. They plan to look at the transportation policy and at some of the fundraising policies on file.

Ms. Eberhardt stated that she and Ms. Varela feel it may be beneficial to get some assistance with updating the Policy Manual. There are several policies that should be updated or eliminated if they are no longer relevant. Ms. Eberhardt asked School Committee members to let the Policy Subcommittee know if there was a specific policy they would like reviewed.

### **Approval of Minutes**

Dr. Donahue asked that "Committee Members Present" and "Staff Members Present" be added to the July 18, 2018 and August 13, 2018 minutes. All School Committee members and members of the Administration were present at both meetings.

With that friendly amendment, Dr. Donahue made the motion to approve the School Committee Retreat minutes of July 17, 2018, School Committee Meeting minutes of July 18, 2018 and School Committee Meeting minutes of August 13, 2018.

Second: S. Varela

6-0-0

Dr. Donahue thanked the administrative team for putting these minutes together in the absence of a School Committee clerk. Dr. Donahue reported that a new clerk has been hired and will be attending the next meeting.

There was no Old Business to discuss or any Citizen Speak Topic Response items.

**Next Meeting Agenda Items**

With regard to the upcoming public forums, Ms. Rosmarin feels it would be a good practice to have community members sign in when they are speaking so the School Committee has their names.

Ms. Eberhardt reported that the Wilson-Kindelan School is waiting for final approval from the building inspector – everything else was in order. The School Committee's approval of the Wilson-Kindelan School will be on the agenda for October 17<sup>th</sup>.

Ms. Varela requested that members of the high school production of *Les Miserables* attend the next meeting.

Dr. Donahue made the motion to adjourn.

Second: S. Varela

6-0-0