



**HOLLISTON PUBLIC SCHOOLS
HOLLISTON, MA 01746**

**School Committee Meeting
June 15, 2017**

Present: Ms. Hanstad (Chair); Mrs. Devoe; Ms. Kocian (arrived at 7:03 p.m.); Mrs. Listewnik; Mr. Morton; Mrs. Raffi (Vice Chair); Ms. Shaughnessy; Dr. Jackson, Superintendent of Schools; Dr. Ahern, Assistant Superintendent of Schools; Mr. Buday, Business Manager

Absent: None

Call to Order

Dr. Jackson called the meeting to order at 7:00 p.m.

School Committee Reorganization

On a motion made by Ms. Shaughnessy and seconded by Mrs. Raffi, the Committee voted to elect Ms. Hanstad as School Committee Chair for the 2017-2018 school year.

Vote: Favor: 5 Oppose: 0 Abstain: 1 (Mrs. Hanstad) Absent: 1 (Ms. Kocian)

Mrs. Hanstad assumed the Chair.

On a motion made by Mrs. Listewnik and seconded by Ms. Shaughnessy, the Committee voted to elect Mrs. Raffi as School Committee Vice Chair for the 2017-2018 school year.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Kocian)

On a motion made by Mrs. Raffi and seconded by Mrs. Listewnik, the Committee voted to elect Lisa Ahronian as Recording Secretary for the 2017-2018 school year.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Kocian)

Approval of Minutes

On a motion made by Mrs. Listewnik and seconded by Mrs. Raffi, the Committee voted to accept the minutes of the June 1, 2017, Regular Session as amended.

Vote: Favor: 6 Oppose: 0 Abstain: 1 (Ms. Hanstad) Absent: 0

School Committee Individual Comment

Mrs. Raffi attended the 4th and 5th grade band concert held last night.

Mrs. Raffi also reported that she joined Dr. Jackson and Mrs. Listewnik for a meeting with a DESE representative to discuss stimulating and rewarding innovation in schools, MCAS testing, and student social-emotional well-being.

Ms. Shaughnessy reported on the great success of the middle school girls and boys track teams. The girls are State Champions, and the boys came in second. She congratulated both teams and thanked all of the coaches for their hard work.

She then reported that the town-wide PTO is in need of a new president, vice president, secretary and treasurer. The town-wide PTO runs the ski program and Destination Imagination and assists with Culture Connection, and is badly in need of new leadership.

Ms. Shaughnessy was then pleased to report that the PTO awarded a grant to Holliston High School Wellness teacher Amy Kuphal so that she could attend a Mindful Educators course through the Mindfulness Schools Program.

Ms. Kocian stated that the Wellness Council held its last meeting of the school year and that a strong foundation has been laid for subsequent years. The Council's goals include improving opportunities for physical activity, making some nutritional changes in the food services department, and continuing support of the social-emotional work already being done throughout the district.

She also attended the last SEPAC meeting of the year and congratulated the SEPAC members on their growth and dedication as a committee.

Lastly, she reported that the Laps at Lunch program has been a big success at the middle school, and they are also looking for more volunteers to keep the program going into the next school year.

Mrs. Devoe congratulated the graduating class of 2017 and wished them luck going forward.

Mr. Morton attended the year-end preschool concert at Placentino, and then wished the faculty and staff a good summer.

Mrs. Listewnik reported that she has been volunteering at Laps at Lunch and has enjoyed it very much. She also noted that the 8th grade dance is tomorrow night, June 16th.

Ms. Hanstad welcomed the audience to the meeting. She then commented on a wonderful graduation, thanking everyone who helps put it all together.

Central Office Administrators' Comments

Dr. Jackson thanked the high school secretaries, who work so hard on graduation, senior awards night, and undergraduate awards night.

Dr. Jackson then reported that he has asked Adams Middle School Principal David Jordan to serve as Interim Principal for the 2017-2018 school year. A formal search process for a permanent Principal will begin in early 2018. We will be posting internally for the Interim Assistant Principal position on Friday, June 16th. An Interim Assistant Principal will then be appointed for the year.

Dr. Jackson then noted that this was Dr. Ahern's final School Committee meeting, as she will be the next Superintendent of Schools in Franklin beginning on July 1st. He expressed his gratitude to Dr. Ahern for all of her hard work, leadership, and friendship and wished her great success in the future.

Dr. Ahern thanked the Committee, the faculty, the administrative team, and the community for all that she has learned and all that has been accomplished in the district over the last six years.

Opportunity for the Public to Address the School Committee

Lisa Taylor of 13 Dixon Circle reported on HMAPA, stating that she will be vice president next year and Terri Chamberlain will be president.

Summer 2017 Curriculum Plan

Dr. Ahern gave a presentation on the summer curriculum projects throughout the district. She took questions from the Committee, and a discussion followed.

Social Studies Curriculum Review Update

Dr. Ahern introduced Paula O'Brien, Holliston High School Social Studies Department Leader. Ms. O'Brien, along with Placentino ELA/Social Studies Curriculum Specialist Alison Lindstrom, Miller School ELA/Social Studies Curriculum Specialist Kathy Balcom, and middle school Social Studies Curriculum Specialist Jesse Conant, make up the Steering Committee of the PreK-12 Curriculum Review Team. Completing the PreK-12 Curriculum Review Team are Joan Burke and Linda Cebrowski from Placentino; Claire Picard and Liz Shepard from Miller; Matt Cotter, Dyann Rice and Danielle Simoneau from Adams; and Jennifer Lasher and Kaitlin Mills from the high school. Dr. Ahern expressed her thanks to the team for their hard work in Social Studies education. Outcomes from this ongoing curriculum review include:

- A revised philosophy and mission statement for social studies education;
- Documented topics, themes, and big ideas in social studies PreK-12;
- Development of PreK-12 Enduring Understandings (EUs) and Essential Questions (EQs); refined course and department EUs and EQs;
- Development of content-specific vocabulary lists, including in French;
- Review of the C3 (College, Career, Civic Readiness) framework and development of a PreK-12 commitment to the development of inquiry-based skills;
- Remaining apprised of current trends and statewide initiatives.

Dr. Ahern and Ms. O'Brien took questions and comments from the Committee, and a discussion followed.

Ms. Shaughnessy left the meeting at 9:15 p.m.

Student Handbook Changes

Dr. Jackson presented two handbook changes, one that pertains to dress code, and one that prohibits taking video or audio of any person without their consent or knowledge. A discussion followed.

On a motion made by Mrs. Devoe and seconded by Mrs. Listewnik, the Committee voted to approve the amendment to the new language in the Miller Student Handbook with regard to "Appropriate Dress and Appearance," as well as the two changes to the Holliston High School Student Handbook in the section "Electronic Devices" and in the section "Out of School Suspensions."

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

Mrs. Devoe reminded the administration that all handbooks needed to be updated for the 2017-2018 school year to bring them in alignment with the School Committee Policy JICA by adding the sentence: "School-specific bans on headwear must provide exceptions for a documented or known instructional, safety, religious and/or medical reason."

Policy FF – Naming School Property - Request

Dr. Jackson discussed a request made by several staff members to name a part of school property in honor of Mme. Caccavale. Dr. Jackson noted that once a request of this nature has been made, there is a 6-month review period before a vote can be taken by the Committee. Dr. Jackson indicated that by virtue of this discussion, the Committee has been served notice of the request. He then recommended that a small group of staff members and School Committee members be assembled to form a naming committee to discuss an appropriate venue or space to be named in honor of Mme. Caccavale. A specific recommendation could then be brought to the School Committee in early 2018 at the conclusion of the 6-month waiting period. Both Ms. Hanstad and Mrs. Listewnik agreed to be part of the naming committee.

Reports from Subcommittees

Ms. Hanstad stated there is nothing new to report from the Budget Subcommittee.

Ms. Kocian stated that the Communication Plan has been tabled until the fall.

Mr. Morton stated there was nothing new to report from the Green Subcommittee.

Mrs. Listewnik stated there was nothing new to report from the Policy Subcommittee.

Mrs. Raffi stated the School Start Times Subcommittee is meeting on June 19th at 10:00 a.m.

Mr. Morton stated that the draft of the Superintendent's Evaluation has been shared with the Committee.

FY18 District-Wide Improvement Goals

Dr. Jackson referred to the draft language around the four priority areas that are being recommended as a focus of the district-wide improvement goals for school year 2017-2018. Those priority areas are:

- Innovative Learning Opportunities
- Social-Emotional Health of Students/Staff
- Teaching All Students
- Communication

He took questions and comments from the Committee. A discussion followed.

Dr. Jackson then discussed his two professional practice goals, taking feedback and comments from the Committee.

On a motion made by Ms. Kocian and seconded by Mrs. Listewnik, the Committee voted to approve the four recommended focus areas as well as Dr. Jackson's two professional practice goals for the 2017-2018 school year.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

Subcommittee Assignments

Ms. Hanstad began an overview of the subcommittee and liaison assignments for the 2017-2018 school year. The subcommittee assignments are as follows:

Policy Subcommittee

- Cynthia Listewnik (Chair)
- Martha Devoe
- Stacey Raffi

Budget Subcommittee

- Joan Shaughnessy (Chair)
- Anne Louise Hanstad
- Cynthia Listewnik

Communications Subcommittee

- Lisa Kocian (Chair)
- Anne Louise Hanstad
- Stacey Raffi

Green Subcommittee

- Andy Morton (Chair)
- Cynthia Listewnik
- Joan Shaughnessy

Superintendent's Evaluation Subcommittee

- Andy Morton (Chair)
- Anne Louise Hanstad
- Lisa Kocian

Technology Subcommittee

- Andy Morton (Chair)
- Anne Louise Hanstad

School Start Times Subcommittee

- Stacey Raffi (Chair)
- Martha Devoe
- Cynthia Listewnik

HFT/Teacher Negotiations Subcommittee

- Anne Louise Hanstad (Chair)
- Martha Devoe
- Andy Morton

HFT/Paraprofessional Negotiations Subcommittee

- Lisa Kocian (Chair)
- Stacey Raffi
- Joan Shaughnessy

HFT/Cafeteria Negotiations Subcommittee

- Cynthia Listewnik (Chair)
- Lisa Kocian

Liaison Positions:

- Wellness Council
 - Lisa Kocian, Cynthia Listewnik
- Suburban Coalition
 - Cynthia Listewnik, Joan Shaughnessy
- Holliston PTO (Parent-Teacher Organization)
 - Elementary PTO – Stacey Raffi, Lisa Kocian
 - Middle School PTO – Cynthia Listewnik, Joan Shaughnessy
- Special Education Parents Advisory Council (SEPAC)
 - Cynthia Listewnik, Lisa Kocian
- Holliston Athletic Boosters Association (HABA)
 - Martha Devoe, Anne Louise Hanstad
- Holliston Music and Arts Parents Association (HMAPA)
 - Martha Devoe, Anne Louise Hanstad

On a motion made by Mrs. Listewnik and seconded by Mr. Morton, the Committee voted to accept the Subcommittee and Liaison assignments as amended.

Vote: Favor: 6

Oppose: 0

Abstain: 0

Absent: 1 (Ms. Shaughnessy)

Review of June 2017 Financial Report

Mr. Buday reviewed the June 2017 financial report. A discussion followed.

Review and Approve Newsletter Content

Ms. Kocian discussed several updates to the Newsletter.

On a motion made by Mrs. Listewnik, seconded by Mr. Morton, the Committee voted to approve the Newsletter as amended.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

Warrants

On a motion made by Mrs. Raffi and seconded by Mr. Morton, the Committee voted to approve a school bill warrant in the amount of \$432,392.66.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

On a motion made by Mrs. Raffi and seconded by Mrs. Kocian, the Committee voted to approve a cafeteria bill warrant in the amount of \$11,111.91.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

On a motion made by Mr. Morton and seconded by Mrs. Raffi, the Committee voted to approve two student activity replenishment warrants, one for the Placentino School in the amount of \$2,288.63, and one for the Miller School in the amount of \$4,875.00.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

On a motion made by Mrs. Raffi and seconded by Mrs. Kocian, the Committee voted to approve two student activity direct payment warrant for AP Exams for Holliston High School in the amount of \$32,273.00.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

Next Meeting

Ms. Hanstad stated that the next regularly scheduled meeting will be on August 24, 2017.

Adjournment of Open Session

Ms. Hanstad stated that there would be a need for Executive Session for the purpose of Collective Bargaining Strategy for the Holliston Federation of Teachers – Teachers Unit and the Holliston Federal of Teachers – Paraprofessionals Unit, and to conduct contract negotiations with non-union personnel, from which the Committee would not return to Regular Session.

On a motion made by Mrs. Raffi, seconded by Mrs. Devoe, the Committee voted to adjourn the meeting to Executive Session purpose of Collective Bargaining Strategy for the Holliston Federation of Teachers – Teachers Unit and the Holliston Federal of Teachers – Paraprofessionals Unit, and to conduct contract negotiations with non-union personnel. The Committee would not return to Open Session.

Roll call vote: Mrs. Devoe, yes; Ms. Kocian, yes; Ms. Shaughnessey, yes; Mrs. Raffi, yes; Mr. Morton, yes; Mrs. Listewnik, yes; Ms. Hanstad, yes.

Vote: Favor: 6 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Shaughnessy)

The meeting adjourned at 10:23 p.m.

Respectfully submitted,
Lisa Ahronian

ADDENDUM TO MINUTES

Contents of School Committee Packet June 15, 2017

- Agenda
- Minutes of June 1, 2017, Regular Session
- Memo and attachment from Dr. Ahern re: Summer Curriculum Projects
- Memo from Dr. Jackson re: Student Handbook Changes
- Memo from Dr. Jackson re: Development of District-Wide Improvement Goals
- Memo from Dr. Jackson re: Request to Name an Area after Terry Caccavale
- Memo from Dr. Jackson re: 2017-2018 School Committee Subcommittee Assignments
- June Financial Report and Budget Detail