

MINUTES OF WESTON SCHOOL COMMITTEE MEETING
July 25, 2017

Call To Order

A meeting of the Weston School Committee was called to order at 1:30 PM at Babson College Executive Conference Center, by Mrs. Danielle Black, Chair. In attendance were Mr. Alex Cobb, and Mr. John Henry of the School Committee; Dr. Midge Connolly, Superintendent; Mrs. Pam Bator, Assistant Superintendent of District Advancement; Mrs. Cynthia Mahr, Assistant Superintendent for Finance and Operations. School Committee members not present: Dr. Ed Heller, Dr. Sanjay Saini.

Also in attendance were members of Administrative Council Dr. Lee McCanne, Director of Technology and School Libraries; Mr. Anthony Parker, Weston High School Principal; Mr. John Gibbons, Weston Middle School Principal; Mr. Joseph Russo, Field School Interim Principal; and Ms. Erin Maguire, Country School Principal.

Mrs. Black noted this was the School Committee' annual summer meeting, welcomed all present, and reviewed the agenda items.

Major Business

Enrollment Update

Mrs. Mahr provided the Committee with an update on enrollments as of July 22. She reviewed elementary class size, reporting the current total elementary enrollment was 11 students below projection, with potential enrollment of 14 students pending. The School Committee reviewed the enrollment data and determined there a change in the number of elementary sections was not warranted at this time. Dr. Connolly said the administration would continue to monitor enrollments and would inform the Committee if kindergarten enrollment reaches 120 students.

Mrs. Mahr shared class size information for Middle and High School classes with enrollments of fewer than 15 and greater than 25 students. The Committee discussed. Dr. Connolly noted a goal of having small sections of English 9 for students in transition. Mr. Parker said he would review with Marla Schay after vacations. Mrs. Black noted the Committee policy to approve classes with fewer than 12 students.

MOTION: Upon motion made by Mr. Henry and seconded by Mrs. Black the School Committee voted unanimously to approve one section of AP Spanish Literature with eight students enrolled and one section of Speech with 11 students enrolled.

MOTION: Upon motion made by Mr. Henry and seconded by Mrs. Black the School Committee voted 2-1, with Mr. Cobb voting against, to approve one low-enrolled section of Clay 2/3

Mr. Cobb noted the district enrollment is not growing and believes that ways to maintain the rigor of the curriculum must be found. He indicated his preference that electives should have more than 12 students per section. Mr. Parker mentioned that there were classes cut that did not appear on the list presented and requested clarity going forward, prior to the Program of Studies discussion. Mrs. Bator and /Dr. McCanne cited research data on class size, noting that 15 students is the "tipping point." The Committee discussed revising its policy to 15 students and the impact it would have. Mrs. Black said she and Mr. Henry would discuss with Dr. Connolly prior to the budget process

Mrs. Mahr said she would update the Committee if enrollments change significantly.

Individual School Building Handbooks – Update

For the elementary schools, Ms. Maguire reported that she and Ms. Jen Faber, Woodland School Principal, have collaborated on their handbooks and would bring Mr. Russo up to date so that elementary handbooks would be comparative. She noted changes to the handbooks regarding technology, social competency, safe and sound schools, kindergarten screening, drop off, attendance, communication, and bullying/harassment. Mr. Parker reported the high school handbook is reviewed annually but anticipated some necessary revisions to the technology policy, especially in regard to use of Apple watches. Mr. Gibbons reported that new Assistant Principal

Approved by School Committee 8.28.17

Phil Oates was reviewing the middle school handbook. There was some discussion regarding use of cell phones and Apple watches by elementary students. Mr. Cobb asked if there might be a number that parents could text student tardiness or other matters to the school offices.

Traffic Pattern at Case Campus & Field School – Update

Mrs. Mahr reported that Case Campus traffic flow was discussed at the June Sidewalk and Traffic Committee meeting, which she and Dr. Ed Heller attended. She indicated that the administration received feedback from former Field School Principal Matt Lucey regarding traffic concerns and would meet with members of the Facilities Department to discuss. She noted that having Alphabet Lane one way for two hours was being considered. The Committee discussed traffic and safety options of Alphabet Lane.

MOTION: Upon motion made by Mr. Cobb and seconded by Mr. Henry, the School Committee voted unanimously to adopt a resolution authorizing the Case Campus working group, if they deem appropriate, to change traffic flow on Alphabet Lane to one way at all times.

June Academy Feedback

Mr. Parker updated the Committee on results from survey conducted on the first week of June Academy, noting that second week results have not been reviewed yet. He reported that 70% of students reported satisfactory experiences. He noted the coordinators would be meeting in early August and will work on development of an alternative project for students. He indicated a successful June Academy Showcase.

Mr. Gibbons said a team of Middle School faculty would be attending a summer workshop to review the Project Based Learning projects (PBL). He noted they are considering changing time to June. He reported that survey results indicate that 93.5% of Middle School students would like to see PBL as part of the Middle School experience.

Mr. Cobb asked if principals could receive feedback from the students dissatisfied with the PBL and June Academy experience too, noting that they must figure out what worked and what did not. Mrs. Black requested that the High School profile and transcripts be updated to include information on June Academy. Mr. Parker said he would speak with the Guidance Department. Audience member Dr. John McKenzie suggested students be encouraged to discuss June Academy in their college interviews. He also encouraged publicity for June Academy in the *Town Crier* including the support of WEEFC. No action taken.

Policy Reviews

Second Reading of Concussion Policy and Restraint Policy

Mr. Henry noted changes to Physical Restraint Policy.

MOTION: Upon motion made by Mr. Cobb and seconded by Mrs. Black the School Committee voted unanimously to approve revised Physical Restraint policy as proposed.

Mr. Henry noted a revision in the Concussion Management Policy the Committee had previously approved in February that changes responsibility to Nurse Leader rather than the Athletic Director.

MOTION: Upon motion made by Mr. Cobb and seconded by Mrs. Black the School Committee voted unanimously to approve revised Concussion Management Policy as proposed.

Remote Working Policy – First Discussion

The Committee discussed if there should be a policy regarding staff working remotely, with supervisor permission. Mr. Henry noted that, in general, the committee would not want people to work remotely, but that with their supervisor permission, it could work for some. He indicated he would write a draft in conjunction with Town Manager Donna Vanderclough, noting that the Town does have a flex-time policy, not a remote working one. Dr. McCanne noted that some members of the Technology Department work from home, nights/ weekends on a flex-time basis.

Discussion of Next Group of Policies to Review

Mr. Henry noted he is beginning to review all policies and would start with Section J, Students. Mrs. Mahr said she would review the Finance section. Mr. Henry said he would hope to complete the review this year.

Committee Assignments

Mrs. Black indicated the assignments would be an agenda item at the August 28 meeting.

Personnel

Exception to Policy BCB

Mrs. Mahr presented a request that Committee vote an exception to Policy BCB, Committee Member Conflict of Interest, in order to allow the hiring of Dr. McCanne's son as a temporary employee in the Facilities Department through August 31 and the hiring of Mr. Parker's son as an employee in the summer program through August 11. She assured the Committee that neither would be supervised by their parents.

MOTION: Upon motion made by Mr. Cobb and seconded by Mr. Henry the School Committee voted unanimously to waive Policy BCB to allow the hiring of Bryce McCanne to work as a temporary custodial employee through August 31, 2017 and the hiring of Marcus Parker to work in the summer program through August 11, 2017.

Assistant Superintendent for District Advancement

Dr. Connolly indicated she was recommending Pamela Bator as the Assistant Superintendent of Teaching and Learning and requested Committee Approval.

MOTION: Upon motion made by Mr. Henry and seconded by Mr. Cobb the School Committee voted unanimously to approve the appointment of Pamela Bator as Assistant Superintendent of District Advancement, effective July 1, 2017

Field School Interim Principal

Dr. Connolly informed the Committee of the appointment of Mr. Joseph Russo as Field School Interim Principal, noting he had officially started in the interim role July 1 after having been granted a waiver by the Massachusetts Department of Elementary and Secondary Education.

Business Items – none.

Adjournment

MOTION: Upon motion made by Mr. Cobb and seconded by Mrs. Black, the School Committee voted unanimously to adjourn at 3:40 PM.