

**Holbrook Public Schools - School Committee Meeting**  
**Thursday, November 29, 2018**  
**Library, Holbrook Middle-High School**  
**245 South Franklin Street, Holbrook**  
**7:00 PM**  
**-REVISED-**

This meeting is being recorded for broadcast by H-Cam.

- I. Call to Order and Pledge of Allegiance
- II. Public Participation
  - A. Citizens' Concerns – Citizens wishing to make a statement are asked to confine their remarks to issues. This agenda item is not provided for airing complaints about any individual.
- III. Reports
  - A. Student Advisory Committee
  - B. Superintendent Report
    - John and Abigail Adams Scholarships
    - Personnel
      - i. New Hires
        1. Jessica Ciardi, Paraprofessional, John F. Kennedy Elementary School, effective November 13, 2018
        2. Kelsey Francesshelli, Middle and Secondary Math Teacher, Holbrook Middle-High School, effective November 26, 2018
        3. Emma Spang, Long-Term 2<sup>nd</sup> Grade Substitute Teacher, John F. Kennedy Elementary School, effective November 26, 2018 until approximately March 1, 2019
        4. Lauren Werth, Long-Term Reading Specialist Substitute Teacher, John F. Kennedy Elementary School, effective November 21, 2018 until approximately January 16, 2019
- IV. Financial Update
  - Ms. Lugo, School Business Administrator
    - i. FY19 Report
- V. Discussion Items
  - 2<sup>nd</sup> Reading of Revised CORI form
  - 2<sup>nd</sup> Reading Policy JF Student Activity Accounts
  - 2<sup>nd</sup> Reading Policy JF-E-1 Student Activities Funds Management
  - 2<sup>nd</sup> Reading Policy JF-E-2 Holbrook Public Schools Student Activity Accounts Policies and Procedures
  - 3<sup>rd</sup> Reading of Hiring Employment Payment Policies
    - i. Policy DK – Payment Procedures
    - ii. Policy GCBA – Professional Staff Salary Schedules
    - iii. Policy GCBB – Employment of Principals
    - iv. Policy GCF – Professional Staff Hiring
  - 3<sup>rd</sup> Reading Policy JKAA-Restraint Policy
  - 1<sup>st</sup> Reading of Policy EEAA Walkers and Riders
  - School Committee Sub-Committee member report
  - School Committee members report
    - i. MASC Conference update
- VI. Action Items
  - 3<sup>rd</sup> Reading of Hiring Employment Payment Policies
    - i. Policy DK – Payment Procedures
    - ii. Policy GCBA – Professional Staff Salary Schedules
    - iii. Policy GCBB – Employment of Principals
    - iv. Policy GCF – Professional Staff Hiring
  - 3<sup>rd</sup> Reading Policy JKAA-Restraint Policy
  - October 25, 2018 School Committee Minutes
- VII. Old Business
- VIII. New Business

TOWN CLERK  
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HOLBROOK

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

***DISTRIBUTION OF AGENDA TO:*** Media; Student Advisory Committee; All School Offices School Committee, All Principals, Business Manager, Principals, Director of Curriculum, Director of Technology, Director of Special Education, H.E.A. President, and Building representatives

### **MEETING PROCEDURES**

#### **Public Participation**

All meetings of the School Committee are open to the public. The law allows certain matters of business to be discussed in executive session from which the public may be excluded. However, no final action can be taken in closed session. The School Committee welcomes citizens to be present at all meetings. It wishes to be responsive to the public's need to address the Committee on matters before the Committee. In order that this may be accomplished in the most orderly manner possible, the School Committee has established the following procedures:

- 1) Time shall be provided at each meeting for individuals or groups to address the Committee.
- 2) The first item on every School Committee agenda is "Citizens Concerns". Time is provided for citizens to make a statement concerning matters before the School Committee. The members will listen to concerns, but this is not seen as a time for questioning a member concerning a course of action, nor a time for debate.
- 3) Any speaker shall give his/her name; address the group he/she represents, if any.
- 4) Presentation should be brief. Five minutes should be maximum unless an extension is given the speaker by the Chairperson.
- 5) Speakers are welcome to offer objective criticism of the school district. The Committee will not hear personal complaints of school personnel in open session. Citizens are reminded that this agenda item allows citizens to state or make comment on substantive issues. It cannot permit unsubstantiated charges to be leveled against employees.