

# Holbrook Public Schools

245 South Franklin Street  
Holbrook, MA 02343



## ***MINUTES OF THE HOLBROOK SCHOOL COMMITTEE MEETING***

***HCAM Studios  
January 31, 2013***

**In Attendance:** School Committee:  
Barbara P. Davis, Chairperson  
Ann Poppenga, Vice Chairperson  
John Flanagan  
Louis Pransky  
Joseph F. Baeta, Superintendent of Schools  
Charles Mahoney, Business Manager  
Bridget Baker, Recording Secretary

The meeting was called to order at 7:34 pm by Ms. Davis.

The Pledge of Allegiance was recited.

### ***Student Advisory Committee***

The Student Advisory Committee shared with the School Committee all of their accomplishments for the past month. These accomplishments included their participation with the Harvard Model Congress, as well as an update on all sports activities.

### ***Superintendent's Report***

The nurses from all three schools gave a Health Services update that included what types of appointments they have throughout the day. The appointments include injury, illness, mental health, hygiene, social, family, custody, treatments, screenings, medication administration, etc. In addition to the appointments, the nurses also update health records, policies, research grants for additional funding, medicare reimbursements, coordinate the MA Kidz Health Smiles Dental Program. In addition each of the nurses also have a student nurse follow them for a mentor program.

### ***2013-2014 School Year Calendar***

Mr. Baeta stated that this is for review only.

### ***JSHS MCAS Delayed Opening***

In an effort to improve the poor MCAS results for 7<sup>th</sup> and 8<sup>th</sup> graders from last year Superintendent Baeta stated that a delayed opening for the JSHS for MCAS tests needs to be considered. The concern is that with the dates set as they are the 8<sup>th</sup> grade tests fall in a window that overlaps the testing for grades 7 through 10.

Ms. Davis asked if there is another way to address 11 grade “time on learning” so it is not an issue? Principal Hayward replied no – not without consequences. Superintendent Baeta stated that there are a couple of scenarios that we can discuss, however the concern then becomes making sure that the proctors are with the students. Substitutes will need to be hired to cover teachers.

Ms. Poppenga asked what other districts do? Superintendent Baeta stated that if we did not have the 4 minute issue at the beginning of the year this wouldn’t be an issue. That would have made up the 10 hours that we are looking for. Superintendent Baeta stated that they will have more specific idea at the February 7<sup>th</sup> meeting.

### ***Capital Needs Articles***

Mr. Baeta stated that the Capital Needs Articles were received from Mr. Phelan. The Committee has two meetings to consider articles to add.

### ***Superintendents Announcement***

Mr. Baeta announced his resignation.

Ms. Poppenga made a motion to approve Superintendent Baeta’s resignation.

### **Voted:**

(Poppenga/Flanagan) made a motion to approve Superintendent Baeta’s resignation with regret and with our thanks. We wish him well in his new endeavor.

4-0-0

### ***Financial Update***

Mr. Mahoney stated that expenses are where they should be. The only items that were more than expected were the costs for maintenance and special needs students that came into the district. He is currently looking to get the negatives to zero. Currently \$112,000 is needed to cover which we have in collaboration funding that we do not think we will use.

The Annual audit is in process. The auditors are currently focusing on school lunches and free or reduced lunches. According to the Office of Nutrition Health and Wellness the district should consider raising the price of lunches from \$2.50 to \$2.59. This is not a vote right now but it is something that needs to be considered. Also, the ARRA Grants that we previously applied for are no longer being offered.

Mr. Mahoney stated that there are a number of changes encumbered funds have not changed yet and that the committee needs to vote on transfers.

Ms. Poppenga made a motion to approve transfers.

### **Voted:**

(Poppenga/Pransky) made a motion to approve transfers.

4-0-0

Mr. Flanagan asked how is the tuition line item able to support all? Superintendent Baeta responded that since that time some have aged out or tech flow from circuit breaker.

Mr. Flanagan asked if it is the same for the transportation budget? Superintendent Baeta and Mr. Mahoney both replied yes.

Mr. Flanagan commented that the transportation line item overspent. Can we purchase a couple of vans? Superintendent Baeta stated that an analysis was previously done and it is not cost effective. Potentially in the long term purchasing used vans may be cost effective but you still have the cost of drivers, fuel, etc.

***MSBA Update***

The Statement of Interest is due to be re-upped. If you don't continue and it passes deadline you must start the process from the beginning all over again.

Ms. Poppenga made a motion to do Statement of Interest for Kennedy and South Schools.

**Voted:**

(Poppenga/Flanagan) made a motion to do Statement of Interest for Kennedy and South Schools.  
4-0-0

***Full Day Kindergarten***

Superintendent Baeta stated that we need to consider continuing full day tuitioned kindergarten but have the tuition be \$3,250 keeping the \$50 application fee. This keeps Holbrook more in line with other districts.

A Full Day Kindergarten Survey has been sent to all those currently in the program. Superintendent Baeta stated that there is a significant difference in the how the classes are conducted. The full day kindergarten is more effective, less rushed and with more student participation. Superintendent Baeta did a walk-through of the Kennedy School and stated that he will find the space if the need is there.

Mr. Flanagan made a motion to approve changing the Full Day Kindergarten tuition from \$4,000 to \$3,250 with \$50 application fee with the understanding that they will look at options for free Full Day Kindergarten.

**Voted:**

(Poppenga/Flanagan) made a motion to approve changing the Full Day Kindergarten tuition from \$4,000 to \$3,250 with \$50 application fee with the understanding that they will look at options for free Full Day Kindergarten.  
4-0-0

Ms. Poppenga made a motion to approve SPED Manuals as written.

**Voted:**

(Poppenga/Pransky) made a motion to approve SPED Manuals as written  
4-0-0

***Capital Needs***

Superintendent Baeta discussed the need to address the 1996 wiring in the JSHS that is causing major issues especially when students bring in their own personal devices. The system cannot

handle the demand. In order to provide career readiness the issue needs to be addressed so that the district can look into purchasing tablets.

Ms. Poppenga made a motion to approve articles as working articles.

**Voted:**

(Poppenga/Flanagan) made a motion to approve articles as working articles.

4-0-0

Superintendent Baeta stated that he received via email a request from Mr. Phelan for a joint meeting of the two bodies to get on the same page on school buildings and what they mean to the future of the students. Both want what's best for the town. There needs to be a frank discussion on school based project.

Ms. Davis asked if there were any suggested dates for the meeting? It was agreed that the two chairs will schedule a meeting at the Public Safety Building.

Ms. Poppenga made a motion to approve giving Ms. Davis the ability to start planning the meeting between School Committee and Town Hall committee.

**Voted:**

(Poppenga/Flanagan) made a motion to approve giving Ms. Davis the ability to start planning the meeting between School Committee and Town Hall committee.

4-0-0

***Policy 1<sup>st</sup> Reading***

Ms. Poppenga made a motion to accept 1<sup>st</sup> reading of policies.

**Voted:**

(Poppenga/Flanagan) made a motion to accept 1<sup>st</sup> reading of policies.

4-0-0

***Minutes***

Ms. Poppenga made a motion to approve the minutes from December 20, 2012 School Committee meeting.

**Voted:**

(Flanagan/Poppenga) made a motion to approve the minutes from December 20, 2012 School Committee meeting.

4-0-0

***Use of Facilities***

Ms. Poppenga made a motion to approve the Use of Facilities request for HEPG Variety Show on Friday, 4/26/13 from 4:00-9:00 pm; Rehearsal on Thursday, 4/25/13 from 4:00-6:00 pm JSHS.

**Voted:**

(Poppenga/Pransky) made a motion to approve the Use of Facilities request for HEPG Variety Show on Friday, 4/26/13 from 4:00-9:00 pm; Rehearsal on Thursday, 4/25/13 from 4:00-6:00 pm JSHS.

4-0-0

Ms. Poppenga made a motion to approve the Use of Facilities request for Braj Mandir on Saturday, March 30, 2013 from 8:00am – 2:00pm at the South School.

**Voted:**

(Poppenga/Pransky) made a motion to approve the Use of Facilities request for Braj Mandir on Saturday, March 30, 2013 from 8:00am – 2:00pm at the South School contingent on them having to pay overtime fee for custodians as well as incurring the cost of having a police detail present during the entire event.

4-0-0

***Personnel***

Ms. Poppenga made a motion to approve Director of Facilities posting with an anticipated start date of May 1<sup>st</sup>.

**Voted:**

(Poppenga/Flanagan) made a motion to approve Director of Facilities posting with an anticipated start date of May 1<sup>st</sup>.

4-0-0

***Donation***

Ms. Poppenga made a motion to approve \$1,000 donation from Jim and Susan Morse to replenish the inventory of books at the John F. Kennedy Elementary School Library.

**Voted:**

(Poppenga/Pransky) made a motion to approve \$1,000 donation from Jim and Susan Morse to replenish the inventory of books at the John F. Kennedy Elementary School Library.

4-0-0

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***ADJOURN or VOTE TO CONTINUE***

**Voted:** (Poppenga/Flanagan) On a roll call vote the Committee made a motion to adjourn regular School Committee Meeting of January 30, 2013 at 9:40pm.

**Roll Call Vote:**

Mr. Callahan	Yes
Mr. Flanagan	Yes
Mrs. Poppenga	Yes
Mrs. Davis	Yes

Respectfully submitted,

Bridget Baker  
School Committee Secretary