

APPROVED

June 19, 2019

## SCHOOL COMMITTEE MEETING

*The June 19, 2019 School Committee (SC) meeting was called to order by Brett Argall at 7:00 PM. He reported that the meeting is being broadcast live and recorded for future rebroadcasting.*

*School Committee Members present: Brett Argall (Chair), Lisa Brown (Secretary), Becky Charniak, Kelli Grady (Vice Chair), Julie Moulder*

*School Committee Members Absent:*

*Non-Voting: Business & Operations Manager Cortney Keegan, Superintendent Kevin Maines*

### **Pledge of Allegiance**

### **Student Representative Report**

There was no report.

### **Public Comment & Communication**

There was no comment.

### **Old Business/New Business**

*Old Business:* There was no old business.

*New Business:* There was no new business.

### **Superintendent's Report**

#### **End of School Year**

*Superintendent Maines commented on all the end of school year activities and ceremonies.*

Superintendent Maines stated that they have hired an internal candidate for Ms. Osterman's position.

### **School Committee & Sub-Committee Report**

#### **Accounts Payable Report**

*Ms. Brown stated that on 6/6/19 she signed 5 batches totaling \$73,249.59.*

#### **Superintendent's Assessment**

*Mr. Argall presented a compilation of SC feedback and Superintendent Maines' self-assessment. Overall, Superintendent Maines' performance is proficient across the board. Mr. Argall read all the comments.*

Superintendent Maines stated that funding is the only thing holding the district back from student learning goal #1, updating curriculum development opportunities.

Ms. Keegan and the SC commended the administrative team and Superintendent Maines for their collaboration and vision.

There was no objection to having the compiled assessment posted on the website.

-Ms. Brown made a motion to take the agenda items out of order, moving the topic of Athletic Fees to last. Ms. Grady seconded the motion. Vote: Aye-5.

### **Consent Agenda**

*Minutes: June 5, 2019*

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-Ms. Grady made a motion to approve the June 5, 2019 School Committee meeting minutes as presented. Ms. Brown seconded the motion. Vote: Aye-5.

HVAC Bid Approval

*Ms. Keegan stated that the school received only one bid for boiler, furnace and hot water heating maintenance, repair and inspection services. The bid was from Renaud HVAC and Controls, Inc., which is the current provider. The district is very happy with Renaud's service.*

-Ms. Moulder made a motion to award the HVAC Maintenance, Repair and Inspection Services contract to Renaud HVAC and Controls, Inc. beginning July 1, 2019 – June 30, 2022 pursuant to the invitation for bids proposal of June 19, 2019 made by Renaud HVAC and Controls, Inc. based in a grand total amount of \$195,450 for the three-year contract. Ms. Grady seconded the motion. Vote: Aye-5.

Ms. Keegan clarified that the grand total amount is based on an estimated total of hours and does not necessarily reflect the budget.

FY2020 Whitin Community Center Agreement

*Ms. Keegan stated that the Whitin Community Center currently uses two classrooms in DPS, with use of the gym and playground, for a before and after school care program for students of Douglas parents. The fee has been \$6,000 for several years. Ms. Keegan is recommending a fee of \$6,500. Any revenues must be spent on DPS facility needs. A discussion was held.*

-Ms. Moulder made a motion to approve the Whitin Community Center rental fee of \$6,500 for the 2019-2020 school year for the use of the Douglas Primary School for the before and after school care program. Ms. Charniak seconded the motion. Vote: Aye-5.

Update-Charge and Collection of Payment for School Meals Policy-Second Reading & Approval

*Ms. Keegan presented the minor updates to the policy. Verbiage has not changed since the last reading.*

-Ms. Moulder made a motion to approve the changes to the Charge and Collection of Payment for School Meals Policy as recommended by the DESE during their compliance review per the attached outline revision. Ms. Grady seconded the motion. Vote: Aye-5.

Disposition of Two Floor Cleaning Machines

*Ms. Keegan stated that Mr. Kollett will have the current vendor for custodial supplies come take the machines away.*

-Ms. Moulder made a motion to approve the disposal of two Wrangler model floor cleaning machines of no value located at the primary school-serial #2626028576282 and serial # 262610823911803. Ms. Charniak seconded the motion. Vote: Aye-5.

DHS-1.0 FTE Special Education Teacher

*Ms. Urquhart joined the meeting. She summarized the review of the inclusion programs done by herself and all the school principals at the beginning of this school year. They are looking at more of a researched based model that the nation is moving towards and are asking to replace three paraprofessionals who are leaving their positions with a Special Ed teacher at the high school. This model is a more collaborative teaching method. A discussion was held.*

*Ms. Keegan stated that the budgeted salaries of the three paraprofessionals, totaling approximately \$54,000, should cover a Special Ed teacher.*

Ms. Urquhart described the nature of the collaboration. A discussion was held.

-Ms. Grady made a motion to approve the addition of a 1.0 FTE Special Education Teacher at the high school beginning with the 2019-2020 school year. The position will be paid from the General Fund. Ms. Brown seconded the motion. Vote: Aye-5.

*New Student Activity Account-Class of 2023 & Class of 2021 Class Trip*

*Ms. Keegan stated that these accounts are for the incoming freshmen and the Class of 2021, so that they may fundraise for their senior class trip. There is no financial impact to the district.*

-Ms. Moulder made a motion to approve the creation of a Student Activity Account for the Class of 2023 and for the Class of 2021 Class Trip. Ms. Charniak seconded the motion. Vote: Aye-5.

*Reaffirmation of Student Activity Fund Accounts*

*Ms. Keegan presented a list of Student Activity accounts by name, purpose and typical funding source.*

Accounts for the Class of 2022 and Class of 2020 Class Trip were missing. Ms. Keegan will update the list. It was decided to defer a vote on this item until the next meeting.

*FY2020 Athletic Fees & Family Caps*

*Superintendent Maines presented options for caps. A discussion was held.*

Ms. Moulder asked for specific examples to be presented.

A discount of \$50/athlete for two athletes or more in a family for the third season was the consensus, however a vote was deferred to the next meeting.

**School Business and Operations Manager Report**

*Transfers and Reclassifications*

*Ms. Keegan presented four transfers.*

-Ms. Moulder made a motion to approve FY19 General Fund Budgetary Transfer request #12 as presented by the Business Manager for the School Committee meeting dated June 19, 2019. Ms. Grady seconded the motion. Vote: Aye-5.

*Ms. Keegan presented the reclassifications.*

-Ms. Moulder made a motion to approve FY19 Reclassification #11 as presented by the Business Manager for the School Committee meeting dated June 19, 2019. Ms. Brown seconded the motion. Vote: Aye-5.

**Other Business**

A Policy Sub-committee meeting will be scheduled for the first week of July.

**Executive Session**

-Ms. Grady made a motion at 7:30 PM to enter into executive session for the purpose of collective bargaining because the open meeting would have a detrimental effect on the bargaining or litigation position of the committee. When the Executive Session is concluded, the public session will be adjourned and there will be no further public business conducted this evening. Ms. Charniak seconded the motion. Roll Call Vote: Brett Argall – Aye, Lisa Brown – Aye, Becky Charniak – Aye, Kelli Grady – Aye, Julie Moulder – Aye.

Respectfully Submitted,

Mary Wright  
Recording Secretary