

APPROVED

April 20, 2020

SCHOOL COMMITTEE MEETING

The April 20, 2020 School Committee (SC) meeting was called to order by Brett Argall at 7:00 PM. He reported that, due to the COVID-19 pandemic, the meeting is being streamed live on YouTube, broadcast through Facebook, and recorded for future rebroadcasting. Participants were invited to join the meeting remotely (Zoom).

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

School Committee Members Absent:

Non-Voting: Superintendent Kevin Maines, Heather Morin, Cindy Socha

Student Representative Report

There was no report.

00:02:11 Public Comment & Communication

There was no comment.

00:02:29 Old Business/New Business

Old Business: There was no old business.

New Business: There was no new business.

Superintendent's Report

COVID-19 Updates & Discussions

Superintendent Maines stated that May 4, 2020 is the date set by the State for school to resume. Twenty-seven states across the country have shut down their schools for the year. There will be no MCAS testing. AP testing will be modified.

Grade-level meetings will need to be held if school does not reopen. Douglas' final day of school, as it stands now, is June 16, 2020.

Superintendent Search Update

Mr. Argall stated that 200 survey responses were received. Tracy Novick of MASC joined the meeting and stated that the SC needs to decide the timeline, who they want on the screening committee, and how they want to phrase the position posting. Ms. Charniak and Ms. Moulder have been working on gathering district information for the posting.

Once the position is posted, it will remain open until May 8, 2020. All applications are electronic and will be placed in a Dropbox file, which can be accessed by the Screening Committee. Ms. Novick suggested that the Screening Committee meet on 5/11/20. Their meetings must be posted, however they will meet in Executive Session. Finalists' interviews may be scheduled the week of May 25, with a selection by 6/1/20.

A question to be decided is whether or not Douglas wants the Screening Committee to do a round of interviews before recommending finalists to the SC. The initial interviews would be in Executive Session.

Ms. Charniak does not feel that the Search Committee should not do interviews if there are a lot of members on the Committee.

Ms. Novick urged that people who are appointed to the Committee be aware of the time constraints. They must be trained in the Open Meeting Law and ethics in order to serve.

Ms. Charniak asked how the democratic process works with the Search Committee. Ms. Charniak would like to include a teacher from each building, a student representative and a non-parent on

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the Search Committee. Ms. Moulder would like to add an administrator. Superintendent Maines recommended having someone from Student Support Services on the Committee.

It was decided that the Search Committee should consist of: Ms. Moulder, Ms. Charniak, a student representative, a parent, three teachers, one administrator, and a non-parent member. One of the teachers should be a Special Education teacher. Ideally, there should be someone from each school building on the Committee. The SC was in agreement that Ms. Charniak and Ms. Moulder can add or decrease members as necessary.

Ms. Charniak asked Ms. Socha to ask the administrators who would be inclined to serve on the Search Committee. The Douglas Teachers Association (DTA) will be asked to fill in the gaps.

Ms. Moulder would like to conduct pre-finalist interviews. A discussion was held. It was decided that the Search Committee will conduct interviews in order to present a list of finalists to the SC. However, Ms. Moulder and Ms. Charniak have the authority to state that the Committee will do only a paper screen if necessary.

Mr. Argall asked if MASC has a Zoom account that the Screening Committee can use. Ms. Novick will find out. Mr. Argall will ask Douglas Cable if the Town's account can be used if the interviews are not going to be streamed.

Ms. Novick spoke about the results of the survey. She read the qualities the SC will be looking for in a candidate. The SC was in agreement.

Superintendent Maines will ask Jeff Villemaire to send website photos to Ms. Novick.

School Committee & Sub-Committee Report

Accounts Payable Report

Ms. Brown reported that on 4/7/20 she signed 8 batches totaling \$32,710.46 and on 4/16/20 she signed 4 batches totaling \$24,809.41.

Budget Sub-Committee

Mr. Argall stated that the Budget Sub-Committee met on 4/15/20. Without an updated Town Meeting date, they discussed how they might conduct a public hearing. The earliest it would be is 5/6/20. Superintendent Maines is working with the administrative team on a budget, that may be as low as a 0% increase over FY20.

Consent Agenda

Minutes: April 8, 2020

-Ms. Charniak made a motion to approve the April 8, 2020 School Committee meeting minutes as amended. Ms. Brown seconded the motion. Roll Call Vote: Lisa Brown-Aye, Becky Charniak-Aye, Kelli Grady-Aye, Lisa Moulder-Aye, Brett Argall – Aye.

School Business and Operations Manager Report

Transfers and Reclassifications

There were no transfers or reclassifications.

Other Topics

Superintendent Maines stated that reduction in staff letters need to go out by 6/1/20. He may be able to negotiate with the DTA to move the deadline to 6/15/20.

Mr. Argall asked Ms. Brown to bring forward the Executive Session meeting minutes regarding Superintendent Maines' contract at the next meeting for approval.

The next meetings will be 4/29/20 and 5/6/20. Sen. Fattman and Rep. McKenna have been asked to attend the 4/29/20, however Superintendent Maines has not heard back from them. It was decided to still hold that meeting if the Sen. Fattman and Rep. McKenna cannot attend. Elections will be held on 5/12/20. Mr. Argall's last meeting will be 5/6/20 and Heather Morin will be stepping in.

Mr. Argall stated that Lauren Tibbets has posted the Recording Secretary position.

Adjournment

-Ms. Brown made a motion at 8:17 PM to adjourn the School Committee meeting. Ms. Charniak seconded the motion. Roll Call Vote: Lisa Brown-Aye, Becky Charniak-Aye, Kelli Grady-Aye, Lisa Moulder-Aye, Brett Argall-Aye.

Respectfully Submitted,

Mary Wright
Recording Secretary