JOINT ACTON/ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETING MINUTES (approved 6/3/10)

Library R.J. Grey Junior High School

May 6, 2010 6:30 pm Joint Executive Session 7:30 pm Joint Open Meeting Followed by AB Regional Meeting Followed by APS Meeting

Members Present: Brigid Bieber, Mike Coppolino, Xuan Kong, Terry Lindgren, Sharon Smith

McManus, Maria Neyland, John Petersen, Bruce Sabot

Absent: Jonathan Chinitz

Others: Marie Altieri, Liza Huber, Steve Mills, Beth Petr, Tess Summers

The Joint School Committee Meeting was called to order at 6:35 pm. by Sharon McManus and Xuan Kong, respective chairs.

JOINT EXECUTIVE SESSION

At 6:35 p.m., the Acton-Boxborough Regional School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, and to investigate charges of criminal misconduct or to discuss the filing of criminal complaints."

At 6:35 p.m., the Acton Public School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, and to investigate charges of criminal misconduct or to discuss the filing of criminal complaints."

At 7:30 p.m., the Committees were polled and voted to go out of Joint Executive Session.

JOINT SCHOOL COMMITTEE MEETING

The open meeting was called to order at 7:40 p.m..

CHAIRPERSON'S INTRODUCTION

- Sharon McManus thanked the ABRHS School Committee reps for volunteering to serve this year: Henry Neale, Ellery Pruett, Akash Shah, Devrie Stellar, Lily Wang and Betty Yang.
- Cyr Marrion and a group of AB students presented a \$90,000 check from the Acton Boxborough Student Activities Fund (ABSAF) to the School Committees.
 It was moved, seconded and unanimously

<u>VOTED</u> - to accept ABSAF's very generous donation with much gratitude. Sharon and Steve Mills thanked ABSAF for their ongoing support of our schools and particularly for the new corporate sponsorship program started this year.

• Sharon thanked all of the many teachers and parents in attendance. She read a statement regarding collective bargaining efforts with the Acton Education Association (AEA) (Appendix A).

APPROVAL OF MINUTES

The Joint and AB minutes of March 25, 2010 were unanimously approved by the Acton-Boxborough Regional School Committee. The Joint and APS minutes of March 25, 2010 were unanimously approved by the Acton Public School Committee.

PUBLIC PARTICIPATION

AEA President Marc Lewis and a large group of teachers came to the front of the room and Marc read a statement about the School Committee being respectful of the teaching staff. (Appendix B). Sharon McManus thanked Marc for his remarks and everyone for attending the meeting. Xuan Kong apologized to teacher Catherine Suess for words used at a previous APS meeting. (Appendix C) He thanked Amy Hedison for her email to the Committee. (see packet)

UNFINISHED BUSINESS

1. Green Community Designation

Kate Crosby presented an update on the proposed Fuel Efficient Vehicle Policy and Draft 20% Reduction Plan.

Acton-Boxborough Regional School Committee:

It was moved, seconded, and unanimously

<u>VOTED</u>: to approve the Criteria 3 Energy Baseline and 20% Reduction Plan.

Acton Public School Committee:

It was moved, seconded, and unanimously

VOTED: to approve the Criteria 3 Energy Baseline and 20% Reduction Plan.

Acton-Boxborough Regional School Committee:

It was moved, seconded, and unanimously

<u>VOTED</u>: to approve the new School Committee Policy on Fuel Efficient Vehicles (FILE: D Fiscal Management)

Acton Public School Committee:

It was moved, seconded, and unanimously

<u>VOTED</u>: to approve the new School Committee Policy on Fuel Efficient Vehicles (FILE: D Fiscal Management).

It was agreed that although this appeared as a First Reading, it had been presented and discussed at the previous meeting. Due to the May 14 deadline, the policy subcommittee recommended and the School Committee agreed to vote on the new policy.

2. New Anti-Bullying Policy and Procedures

Steve Mills accepted the recommendation of the 25-person Anti-Bullying Task Force and asked the School Committee to direct the Policy Subcommittee to develop a new policy based on the proposal submitted by the task force. This will address state legislation that was passed on Monday, May 3. Liza Huber will post all of the task force materials on the school website. The Committee agreed to give the draft policy (Bullying Prevention and Intervention Policy – File: JICFB) to the Subcommittee.

3. SMART Goals update

Steve Mills commented on each of the six goals. Goals will include more metrics next year.

Goal 1: Embracing our Changing Demographics

Although great work has been done on the bullying issues, student stress levels are still very much a concern. Another question is how the district is functioning for students/families who have moved here within the last five years.

Goal 2: The District's Financial Plan

The current year's budget was reduced \$494,000 to avoid a special Town Meeting last fall. It was a tremendous accomplishment to have both school committees and Finance Committees of each town approve next year's school budgets without laying off people.

Goal 3: Enhancing Curriculum, Instruction, and Assessment

This is year 2 of the curriculum cycle for Visual Arts and the K-12 committee has completed their work. The High School is on target with all the deadlines for the NEASC standard reports. All K-8 faculty have completed the ELL course.

Goal 4: Supporting Students within a Positive Culture and Climate

School Improvement Plans will have at least two goals (one must be academic) and then the districts will align their plans with the schools' plans.

Goal 5: Supporting Faculty and Staff

Don Aicardi was hired as our new Finance Director. Damian Sugrue is the new Conant Principal. Ethics training has been done by all staff. Central Office restructuring continues. HR, Finance and IT staff are working to consolidate technology that can work together.

Goal 6: Facility Needs and Capital Projects

Significant savings has been realized this year due to the solar projects and other efforts.

Dr. Mills described the goals as a work in progress. The Committee was very positive about the update. They appreciated:

- o the comprehensiveness and specificity of the document
- o the alignment of district goals with school goals
- o the emphasis on measurable goals
- o that each school must have an academic goal
- o that Dr. Mills has set clear priorities

Xuan Kong asked if when goals are set, the resources required could be included. He asked that multi-year goals be considered as well so that proper resources can be allocated for the long term.

4. Superintendent's Evaluation

Dr. Mills' evaluation will be done next month. Committee members are asked to return the online document to Sharon and Xuan by May 13th so it can be consolidated by May 20th. The public was asked to send their input to Sharon at smcmanus@mail.ab.mec.edu or Xuan at xkong@mail.ab.mec.edu.

5. FY'10 Budget Update

Dr. Mills said that the districts are in good shape heading into the end of the school year. Due to JD Head's leadership, utilities are \$150,000 ahead of budget. It is roughly expected that \$120,000 will be returned to E&D from the region and a similar amount will be turned back from the local.

6. FY'11 Budget Update

Dr. Mills was grateful that we could restore the level 5 cuts. It looks like the state budget will be signed with a 4% cut in local aid for next year. Budgets assumed a 5% cut.

- 7. District Attorney's Response to Open Meeting Law Complaint, 4/13/10
 - a. Letter from D. Calandrella, C. Kadlec, A. Nitschelm, 5/4/10

Sharon read a statement from the Committee chairs (Appendix D).

Mike Coppolino said that the Committee did something wrong and asked if it was the Committee's intent to change anything they do. The way the DA expressed the findings they referred to the two Subcommittees as if they were the same, but different people were on it. This should be clarified. Bruce Sabot stated that clearly there are problems with the Open Meeting Law.

Terry Lindgren said that the Committee did violate the Open Meeting Law and shouldn't do it again. Everything was brought to the public after that Executive Session meeting. He acknowledged that the changes effective July 1 are going to make interpretation even more complicated.

Sharon McManus read a statement from Jonathan Chinitz, who was absent. (Appendix E) John Petersen said that he is all for transparency, but the Open Meeting Law is a flawed attempt to accomplish those goals for people who are trying to decide some complicated issues. "I am not perfect.", John said. He stated that process input is most useful at the beginning of the process, and asked the Committee to reject all four requests in the letter from Allen Nitschelm, Dick Calendrella and Charlie Kadlec dated 5/4/10.

Maria Neyland agreed with John.

Brigid Bieber said that the administrative benefits discussion was done in good faith and that the final manual made strides. She agreed with John, that the Committee should learn from this, do the best they can to comply with all of the regulations and move forward.

Xuan Kong said that School Committee members are not just a bunch of volunteers. They are held up to much higher standards. He agrees with what John said, but we owe it to the public to obey the laws. The public interest was served and we should move on.

Allen Nitschelm spoke from the public. He felt the process was changed during executive session so the public could not get involved in the beginning. He asked if there will be a period for public comment for the teachers' contract. Sharon said that negotiations are not a public process, but that anyone is welcome to share their opinions at any time with the School Committee.

Charlie Kadlec spoke from the public. He said that the DA does not have the power to require much more than minutes. The DA found eight specific violations of the Open Meeting Law and this should be taken very seriously.

NEW BUSINESS

1. Recommendation to Approve FY'11 TEC Bid

Acton-Boxborough Regional School Committee:

It was moved, seconded, and unanimously

VOTED: to approve the FY'11 TEC bid as presented.

Acton Public School Committee:

It was moved, seconded, and unanimously

VOTED: to approve the FY'11 TEC bid as presented.

There are 58 participants in this cooperative program, helping to keep costs as low as possible.

ISSUES OF THE COMMITTEE

Terry Lindgren offered to lead a subcommittee that would consider what might be done to help reduce class size. He will present a draft charter at the June 3 Joint School Committee meeting for the Committees to make a decision on.

At 9:45 p.m., the Acton Public School Committee meeting was suspended and the Acton-Boxborough Regional School Committee OPEN MEETING began.

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETING

STATEMENT OF WARRANT

Warrant #10-021 dated 4/8/10 in the amount of \$1,632,257.16, Warrant #10-022 dated 4/22/10 in the amount of \$1,681,131.45 and warrant #10-023 dated 5/6/10 in the amount of \$1,754,757.42 were signed by the chairperson and circulated to the rest of the Committee for signatures.

UNFINISHED BUSINESS

- 1. Boxborough BLF Report Maria Neyland
 - Town Meeting is May 10. Elections are May 17.
- 2. Health Insurance Trust Report *John Petersen*Next meeting is June 23 at 8AM, The reinsurance proposal will be selected.
- 3. Recommendation to Approve Revised 2010-2011 School Calendar It was moved, seconded and unanimously

VOTED: to approve the Revised 2010-2011 School Calendar

The RJGJHS early dismissal days moved from December 2nd and 9th to 16th and 21st. The ABRHS's early dismissal day moved from March 24th to 17th.

NEW BUSINESS

- Recommendation to Approve ABRHS Trip to National Speech Competition in Omaha, NE, May 27 - 30, 2010 – <u>VOTE</u>
- 2. Recommendation to Approve ABRHS International Trip to St. Germaine en Laye, France, February 19 March 5, 2011 **VOTE**
- 3. Recommendation to Approve RJGJHS Trip to Canobie Lake Park in Salem, NH, June 16, 2010 **VOTE**
- 4. Recommendation to Accept Donation from Mercury Computer Systems for the National Science Olympiad Trip **VOTE**
- 5. Recommendation to Accept Donation from the ABRPTSO in support of Enrichment Programs <u>VOTE</u>
- 6. Recommendation to Accept Donation from Community Education **VOTE** It was moved, seconded, and unanimously

<u>VOTED</u>: to approve these trips as recommended and accept these donations with gratitude.

John Petersen brought up an issue about students needing to raise funds quickly when a competition is won, in order for them to travel to the next stage. He would like to see a way for the schools to fund these trips if they win. Dr. Mills agreed that this is a valuable suggestion and asked the Committee to consider it at a future meeting.

7. Recommendation to Approve Admission of Boxborough Staff Child to R.J. Grey Junior High School

It was moved, seconded and unanimously

<u>VOTED</u>: that the Acton-Boxborough Regional School Committee agrees to enroll one student who is a non-resident child of a Boxborough Public Schools Teacher to the R.J. Grey 7^{Th} grade beginning in the 2010-2011 school year.

Further information is included in sections 5.5.1 - 5.5.6 of the Boxborough Teacher's Contract, included in the School Committee packet.

FOR YOUR INFORMATION

- 1. ABRHS Information
 - b. Online Learning for High School Students
 The Committee asked that this topic be discussed more fully in the Fall.
 - i. Dr. Mills acknowledged the large number of donations recently to High School events/programs including those from: Twin Seafood (Community Service), Ray and Caroline Tripp (National Science Olympiad), William Shaw (National Science Olympiad), Peter and Patricia Babcock (Community Service Program), Adam Maio and Lining Wu (Academic Decathlon), Heart of Stone in Sandwich (AB Fine and/or Performing Arts Programs) French in Acton (Academic Decathlon Team), Concord Primary Care (National Science Olympiad), Billy and Lisa Soo (National Science Olympiad), and Xiuai Wang (National Science Olympiad)

At 10:11 p.m., the Acton Public School Committee resumed, the Acton-Boxborough Regional School Committee was suspended, and the Acton Public School Committee OPEN MEETING continued.

ACTON PUBLIC SCHOOL COMMITTEE MEETING

UNFINISHED BUSINESS

Conant Principal Search Update
 Dr. Mills announced that Mr. Damian Sugrue has accepted the principal position at Conant, effective July 1. The Search Committee was thanked for doing a great job.

NEW BUSINESS

1. Response to Parent Email regarding 3/25/10 School Committee meeting Xuan Kong expressed his gratitude to the staff and parents who share their opinions with the School Committee. He emphasized his intent, as well as that of the entire School Committee, "to treat our teachers, staff, parents, and community members with courtesy and utmost respect."

STATEMENT OF WARRANTS

Warrant #201020 dated 4/6/10 in the amount of \$73,461.14, warrant #201021 dated 4/20/10 in the amount of \$110,569.57 and warrant #201022 dated 5/4/10 in the amount of \$197,631.15 were signed by the Chair and circulated to the Committee for approval.

NEXT MEETINGS:

May 10 – Boxborough Town Meeting begins

May 20 – Acton Public at 7:30 PM at Conant School

June 3 – Acton-Boxborough Regional School Committee at 7:30 PM in the RJGJHS Library.

At 10:14 p.m., the Acton-Boxborough Regional School Committee meeting resumed and the Joint School Committee meeting continued.

EXECUTIVE SESSION

At 10:15 p.m., the Acton-Boxborough Regional School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph

3, "To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the governmental body."

At 10:15 p.m., the Acton Public School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the governmental body."

At 11:18 p.m., the Committees were polled and voted to go out of Joint Executive Session.

The meeting was adjourned at 11:19 p.m.

Respectfully submitted, Beth Petr

Appendix A.

Statement read by Sharon McManus at May 6, 2010 School Committee meeting:

I would like to acknowledge that we have many teachers and parents present here tonight. Thank you for coming. We welcome your presence and your participation in this meeting.

We encourage all members of the AB community to remember that each and every employee of these school districts contributes their time and energy to shape these districts into excellent learning communities. The citizens of Acton and Boxborough are very proud of their schools and we have, in great part, the teachers, the administrators and the staff of the schools to thank. We are extremely fortunate to have such a professional and dedicated group of educators who, on a daily basis, contribute so much to our children. We on the school committee would like to thank these professionals for their daily contributions to our children and to our communities.

Committee members understand that our teachers are critically important to our schools. The people around this table are among the strongest advocates for our schools and for our teachers. We know that we have excellent teachers who consistently give above and beyond what's required of them.

Maintaining a cost structure for our schools that is sustainable is also critically important. We are hopeful that we will reach an agreement, in very difficult times, that appropriately and fairly balances the interests of our teachers with the needs of our students and the concerns of our taxpayers. The School Committees are committed to continuing the negotiating process at the bargaining table.

We look forward to reaching an agreement and to maintaining the strong, positive relationship with the AEA that has been established over many years of working together to provide the best education possible to the students of the districts.

Appendix B.

Remarks Prepared for the Joint School Committee Meeting Acton Public Schools/Acton-Boxborough Regional School District Marc Lewis

May 6, 2010

My name is Marc Lewis. I teach 7th graders here at the junior high school, and I am joined tonight by many of the dedicated women and men who work in each of our schools and educate the young people of Acton and Boxborough.

As you know, we all don't generally attend school committee meetings. We are not in the habit of watching them on television or viewing them on line. While you're here, we're at home correcting papers, preparing lesson plans, corresponding with students and parents, assessing work, and readying ourselves to be our very best for our students the next day.

But during this past year, we've come to realize that we need to be paying a bit more attention, and we've come to regret having too often remained silent.

We are heartened to read the letter to the School Committee in your packet from a community member who wrote to share her response to the way one of our colleagues and friends, Catherine Suess, was treated when she rose recently to address the committee. There were several aspects of that event that were troubling, but I'd like to comment on an element of the exchange that was not referenced in the letter sent to you. In his response to her remarks, a School Committee member compared his relationship to us, the educators who serve this community, to that of an elementary school teacher and her relationship with her fourth graders. The relationship between a school committee and a district's professional educators is not that of teacher and student. This is not the first time we've heard such a comparison. It was disrespectful and it's not OK. And I wish one of us had spoken up then.

We should not have sat silently when the district's Director of Technology was publicly berated because he did not alter his professional judgment about computer acquisitions simply because a School Committee member told him he should. It was disrespectful and it's not OK. And one of us should have spoken up then.

We should not have sat silently when two professional educators who spent months chairing an effort to write the high school's mission statement appeared before you. They were scolded publicly, chastised for not getting the finished document to you earlier, when: (1) it was not their place to do so, and (2) the document had been shared with the central office weeks earlier. It was disrespectful and it's not OK. And one of us should have spoken up then.

That disrespect continued when three of your members completely disregarded and devalued the work of the high school faculty members who crafted that mission statement – and the entire faculty, which had voted overwhelmingly to endorse it – by refusing to

support that new mission statement. A third of this School Committee went on record not supporting our high school's mission statement -- because their input had not been sought, or, as was explained that night, on the principle that those School Committee members would never vote on something that was being shared with them for the first time at a meeting – a principle that was abandoned rather easily just hours later when they voted in support of a new business item, proposed, ironically enough, by one of the original three who, in principle, refused to support something that was newly-introduced. It was disrespectful, it was hypocritical, and it's not OK. And one of us should have spoken up then.

More recently, when the high school principal appeared before you to share her support for the work of a task force that recommended the opening day of school be for 9th grade students only, one of the first questions asked by a School Committee member was, "What are all the teachers who don't teach 9th graders going to do that day?" As if there were not many valuable ways that educators could spend those hours. As if the professional educators who make this high school a nationally recognized Blue Ribbon School could not make productive and meaningful use of their time at the start of another challenging year. As if the high school faculty lacked the necessary professional judgment and their principal had no ability to effectively manage. It was disrespectful and it's not OK. And one of us should have spoken up then.

We are very much aware that the tone and messages I describe do not characterize each member of this committee, and that, in fact, some School Committee members have stood up in opposition to the very situations I mentioned. We are grateful for that, respect and admire your volunteer service, and want you to know that we very much appreciate that support. Unfortunately, though, there seems to have developed a working majority here that has set the tone for the past year, a tone that does not demonstrate a respect for, or support of, the women and men who work in our schools.

We do important work...and we do it well. We wish these proceedings did not divert our attention from that work. We wish we didn't need to deliver this message. But simply hoping things would change has not been a successful strategy, and we couldn't wait any longer.

So here we are tonight, finally, to speak up and speak out. We teach our students to stand up for themselves when they are being treated poorly. We encourage them to speak up for others who are being wronged, to be upstanders rather than bystanders. We're here tonight, because we can be bystanders no longer. It is time for us to stand up for ourselves, our colleagues, our profession, and anyone else who is being similarly mistreated. It's time for us, simply, to be positive role models and practice what we teach. We regret, only, that we didn't do it sooner.

Thank you.

Appendix C.

Statement read by Xuan Kong during May 6, 2010 School Committee meeting:

During Acton Public School Committee meeting on March 25th, 2010, Mrs. Catherine Suess spoke to School Committee as a member of public. Mrs. Suess is a parent of children in our school system and a teacher at McCarthy-Towne.

During my dialog with Mrs. Suess, I had inappropriately raised my voice to emphasize my disagreement with her views on a specific issue. Tonight, I would like to sincerely apologize to Mrs. Suess in public for that unprofessional behavior.

I also would like to acknowledge Mrs. Hedison for writing to School Committee on this matter. It has always been my intention as well as the whole school committee's to treat our teacher, staff, parent, and community members with courtesy and utmost respect. I failed to live up to that standard that night. For that I apologize again.

Thank you.

Xuan

Xuan Kong, PhD Chair, Acton Public School Committee [2009-2010] XuanKongSC@gmail.com

Appendix D.

Statement read by Sharon McManus at May 6, 2010 School Committee meeting:

We have reviewed the letter from the District Attorney's office, which addresses five separate claims that the Open Meeting Law was violated almost a year ago. The DA's office found that four of those allegations are entirely without merit.

With respect to the fifth, the DA's office found that there had been improper meetings in executive session to discuss possible reductions in the benefits provided to certain school administrators. However, the District Attorney's office concluded that no further remedial action is necessary since the issues discussed by the Subcommittee were fully and openly discussed by the APS and ABRSD School Committees in open session, and because all related executive meeting minutes were properly released for public inspection.

Members of the APS and ABRSD School Committees take their responsibilities very seriously to protect the public's interest and recognize the rights of the taxpayers to understand how their elected officials are making policy decisions. Despite of the findings of the DA's office regarding these executive sessions, we believe that the Administrator Benefit Manual was properly and robustly debated in public last year. As such, we see no reason to do anything more at this point than return to the business of dealing with the important policy issues which face the school districts today.

Appendix E.

Statement read by Sharon McManus for Jonathan Chinitz at May 6, 2010 School Committee meeting:

Fellow Members:

Let me say from the outset that I disagree with the findings of the AG, as I will explain shortly. Given that the AG's findings and response are ones that require no further action I would not bother debating the matter further. However since the matter is on the agenda I thought I would put in my two cents.

It is always hard to derive intent from events that occurred months in the past, especially if the only record is a written summary of a very lengthy debate. At the March 5th, 2009 meeting, the subcommittee presented their recommended changes to the entire committee. The committee decided to create a new expanded subcommittee which would include representatives of the various administrator groups. The inclusion of the administrators, I believe, was intended to seek their feedback on this matter and to craft a change to the benefits that was acceptable to all parties. While some committee members did not want to call this negotiations, even if it was just getting administrators feedback -- it was negotiations, and as such would have qualified for executive session.

Given the AG's findings I believe where the committee erred (and in turn violated the OML) was that at this point in the March meeting we did not amend the charter of the sub-committee through a formal vote. Given that we did not take a formal vote I have to believe that the AG assumed that the *new* sub-committee was a continuation of the *old* one. She even says so ("During the open session [of 3/5/2009], the Regional Committee decided that the Subcommittee should continue to discuss appropriate changes..."). While the committee did not take a vote on a new charter/charge I believe their intentions were clear. I know that certain members disagree with the notion that we were (implicitly) tasked with negotiating a new benefits manual. Had we brought this matter to a vote during the meeting of March 5, 2009 this matter would have been decided and there would be no violation of the OML as a result. I believe that a majority of the committee would have tasked us to negotiate the changes to the administrator benefits.

Did we violate the OML? Technically speaking we did. Was the intent of the committee on March 5, 2009 to establish a new sub-committee with the charge of seeking administrators feedback on changes to their benefits? Absolutely. We also discussed the administrator's benefits manual and all proposed changes at several open meetings between December and June. We had public input at several of those meetings. The D.A. states that the public has been served by the lengthy discussion and public input on June 18th and that no further action needs to take place.

In the end I believe the subcommittee did the right thing and for that I make no apologies. I think we should put this matter to rest, accept the findings of the AG, and move on to more important business.

Respectfully submitted,

Jonathan Chinitz