

**WEYMOUTH SCHOOL COMMITTEE**  
**MINUTES**  
**Approved 6/8/17**

Date: May 25, 2017

Present: Chair Belmarsh, Mrs. Sheehan, Mrs. Curran, Ms. Flemer, Dr. Sullivan, Mrs. Nardone  
Absent: Mayor Hedlund and Assistant Superintendent Kelly Stukenborg  
Also present: Superintendent Curtis-Whipple, Assistant Superintendent Kustka and  
Business Manager Mary Lee

**Call to Order**

At 7:01 p.m. Chair Belmarsh called the meeting to order. The meeting began with the Pledge of Allegiance to the flag.

Mrs. Sheehan requested to pull the minutes from April citing that there was not enough time to review them for approval this evening.

On motion of Mrs. Sheehan, seconded by Ms. Flemer to pull the minutes from the consent agenda and table them. So voted at 7:01 p.m.

**Consent Agenda**

Payment of Bills: Warrant # 2017-48 in the amount of \$740,423.05  
Field Trips: WHS Robotics- Grade 12 – Skills USA, Louisville, KY June 19-24, 2017

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve the consent agenda.

Before the vote was taken Mrs. Sheehan asked for additional information regarding the Skill USA field trip. She stated that she would like the Superintendent to follow up with Skills USA organizers in Weymouth to ensure that the chaperone policy was being adhered to as voted by the School Committee. She had a concern regarding that the chaperone count was not in compliance with that policy. Mrs. Sheehan requested to table the approval of the Skills USA field trip.

Ms. Flemer withdrew the previous motion from 7:02 p.m. A new motion would be made in its place.  
Mrs. Sheehan seconded this motion at 7:04 p.m.

Mrs. Sheehan moved to table the April minutes and the field trip approval to the next agenda.  
Seconded by Ms. Flemer at 7:04 p.m.

The Committee members discussed the field trip approval. Superintendent Curtis-Whipple stated that Assistant Superintendent Stukenborg was not present this evening to confirm the information requested. Mrs. Sheehan asked if we could approve the field trip with clarification. Chair Belmarsh stated that could be done, but it would be better to wait for the clarification from Assistant Superintendent Stukenborg.

The Committee discussed the one-on-one chaperone policy and the timing of the approval of the field trip. Chair Belmarsh concluded that there was time to table the field trip approval until we received clarification. The vote could be taken at the next meeting on June 8<sup>th</sup> meeting.

Chair Belmarsh asked for a vote on the motion to table minutes and the field trip approval to the next agenda.

The Committee voted unanimously to table the April minutes and the Skills USA approval. So voted, 7:07 p.m.

Ms. Flemer moved to approve the Consent Agenda with the Warrant # 2017-48 in the amount of \$740,423.05 with money to pay and to table the April minutes and the field trip approval tabled to June 8<sup>th</sup>. The motion was seconded by Mrs. Sheehan and the passed with a unanimous vote at 7:07 p.m.

### **Student Advisory Committee**

There was none.

### **Public Comment**

Chair Belmarsh opened the meeting to public comment.

Chair Belmarsh recognized MaryEllen Devine. Mrs. Devine announced that they were desperately seeking volunteers for the Post Prom on Friday, May 26, 2017. Late night and overnight volunteers are particularly in demand. She asked that any interested parents please contact Doreen Glendye as soon as possible. She provided Mrs. Glendye's contact information. Superintendent Curtis-Whipple added that it was very easy to sign up online! Go to the school website and click on the event and time that you are available!

Chair Belmarsh recognized audience member Carrie Pallazo. Mrs. Pallazo came to the table to discuss her involvement with the Policy Sub-Committee and the drafting of the new policy on life –threatening allergies. She was grateful to be part of robust, well thought out conversations that resulted in the first reading of the new policy this evening. She stated that the intent of this policy is to community and district-wide raise awareness of this very serious health concern. She shared her sincere gratitude to the Policy Sub-Committee and the School Committee for elevating the conversation and bring a good policy to the table tonight. Mrs. Pallazo wanted ensure that we do not look at the children affected by these allergies as an impediment. We must see this as an opportunity to change our ways and traditions for all to enjoy.

Chair Belmarsh recognized Mrs. Elizabeth Foster-Nolan. Mrs. Foster-Nolan offered her congratulations to the Committee and the Building Committee for the approval of the Chapman Study. She also requested clarification on the timing of the Chapman Charter meetings. Chair Belmarsh confirmed that the Chapman Feasibility Study Charter Meetings would be as follows:

June 6, 2017 – Two meetings – 1<sup>st</sup>- 9:30 AM to 10:30 AM; the 2<sup>nd</sup>- 6:30 P.M. to-7:30 P.M. The agenda posted the time incorrectly under announcements.

There was no further Public Comment. Chair Belmarsh closed Public Comment at 7:13 P.M.

### **Superintendent's Report**

#### **Correspondence**

Superintendent Curtis-Whipple reported that Weymouth Public Schools is very busy this time of year! There are many different events occurring district-wide.

**Academy Ave-** Held a fund raiser for our service men! ***Jeans for Troops-*** staff and students were asked to wear jeans to school and contribute one dollar. She said that is was a great time of year for this fundraiser. Thinking about Memorial Day!

**Adams-** Ginger Katz visited Abigail Adams this week. She is the author of "Sunny's Story", a favorite book used in our Middle School curriculum. It is a story of the effects of addiction on families; told from the perspective of the family dog Sunny. Sunny the story shines a light on the epidemic of addiction across this country. Students responded to Mrs. Katz's request to share their impressions of her story. They were eloquent and thoughtful in their responses

Superintendent Curtis-Whipple shared details of the story and said she was very impressed with the students. Mrs. Katz spent the day at Abigail Adams today doing follow-up sessions in various classrooms. Superintendent Curtis-Whipple thanked Mr. Mullaney for organizing this very worth-while event.

She also reported on the Annual Lip-Sync Battle to take place at Adams Wednesday, May 31<sup>st</sup>.

**Murphy-** Two students were the proud recipients of the **Anti-Tobacco Alliance Contest** award. There will be a presentation of these awards at the State House in Boston on June 1<sup>st</sup>. Principal Patrick Costello also reported that Madeline Cleary, also a Murphy student, is one of the winners of the **Design Your Perfect School Challenge**. An awards ceremony will take place at the State House in Boston on May 31<sup>st</sup>.

**Nash-** Nash students have been working diligently with Mr. Wolf to design pillowcases to be given to those local families that have are homeless or have lost their homes to fire or other unfortunate event.

#### **Question and Answer- Report of the Superintendent-**

Mrs. Sheehan asked Superintendent Curtis-Whipple to provide her a list of the funding sources for the new positions proposed in FY18. Mrs. Sheehan thought it would be on the agenda this evening. Superintendent Curtis-Whipple stated that she would provide the requested information and that the item would be placed on the June agenda.

Mrs. Sheehan also requested an accounting of how the \$175,000 of Comcast money would be spent. Superintendent Curtis-Whipple asked Mrs. Lee, our Business Manager, to address Mrs. Sheehan's question. Mrs. Lee and Mrs. Sheehan discussed the Comcast money and assured her that the information that she is seeking will be presented at the next Budget Sub-Committee meeting in June and placed on the blog for review.

Mrs. Sheehan received a call regarding the May 19<sup>th</sup> field trip to Hershey Park. It was noted that students had their backpacks searched when they arrived for departure. After the search, they were allowed to assemble in groups before boarding the bus. Mrs. Sheehan was concerned that the backpacks should have been searched just before the students boarded the bus. She asked Superintendent Curtis-Whipple for the protocols for searching students for that particular trip. Superintendent Curtis-Whipple said that she would look into this for Mrs. Sheehan.

Mrs. Sheehan sent kudos to Chapman and their Drama Group for their performance of Aladdin. "They out did themselves from last year"! She complimented the teaching and building staff for their support.

Mrs. Sheehan asked Superintendent Curtis-Whipple for information on K-12.com. She wanted to know if the Weymouth Public Schools used was affiliated or use them as part of our district online education offerings. Superintendent Curtis-Whipple commented that we do not use K-12.com at this time, but we do use different resources for online education district-wide.

Chair Belmarsh announced that Weymouth School Administration presented the School Department FY18 Budget to Town Council on Monday, May 22<sup>nd</sup>. The Town Council was very complimentary and supportive of our budget. Council members said are very happy with the collaboration and cooperation throughout the budget process this year.

#### **New Business**

##### **Report on Teaching and Learning: Transportation Update**

Superintendent Curtis-Whipple introduced Robin Howard, Weymouth Public School Transportation Director. Mrs. Howard presented a Power Point Summary of Student Transportation in 2016/2017. Her presentation included the many aspects of student transportation in the Weymouth Public Schools.

Mrs. Howard stated that First Student is the primary provider for student transportation in the Weymouth Schools. We also own our own busses used for in-town events, field trips, etc.

Mrs. Howard emphasized that educational excellence for Weymouth students is the primary goal of all departments in Weymouth Schools; Transpiration is no exception. She stated that they strive to coordinate, collaborate and schedule efficient transportation for all students. Meeting the needs of students, parents and staff are key to the success of the Transportation Department.

As of July 2016, First Student, Inc. and Weymouth Public Schools entered into a five-year contract to provide quality student transportation to our district. First Student Inc. provided Weymouth with all new busses and added a new bus to the Weymouth High School routes.

Mrs. Howard reported bus ridership has been fairly stable over the past year. Weymouth transports over 3,000 students per day. We lease one bus and own a "CTE bus" that is used to transport students to their vocational programs, i.e. Carpentry to their program site. These busses are also used to transport students to events around town, athletic events and field trips.

MA School Bus Licensure is a new addition to the report this year. It was reported that all Weymouth bus drivers hold a CDL license, a Passenger Endorsement, School Bus Driver certification and School Bus Endorsement Certificate. Each driver must pass a mandatory State DOT physical performed by a DOT physician and they must pass a DOT Road test. There are additional classroom hours that held for each driver and they must have 8 hours of this in-service training to maintain their licenses.

Weymouth has a fleet of 7D vans available to use for our Special Education students, for Extended School Year programs and out-of-district student transportation. Mrs. Howard listed the features and ages of the vans felt.

McKinney Vento Transportation was also presented to the Committee. There are over 60 McKinney Vento eligible homeless students being transported daily as of March of 2017. We also cost share with out of district placement due to homelessness.

Mrs. Howard discussed various items that her department will be monitoring for the upcoming school year. The updated transportation policies will be addressed with all drivers and staff. Student behavior on vehicles is always a concern and with PBIS being implemented in the Middle School, it is hoped that there will be a marked improvement in FY18.

McKinney Vento changes will affect the eligibility of students across the district and will have to be monitored frequently by the transportation department. Mrs. Howard also reported that there has been an increase in transportation requests from the JECC and that this will continue to be a challenge. Among the other issues listed were: 7D license proposed changes- bill in House- requirement of training coming soon, alcohol and drug testing currently not required of 7D, Union Point- monitoring the population, and vehicle replacements.

Mrs. Howard praised her staff for their hard work and commitment to the children of Weymouth.

Ms. Flemer asked if the School Athletic Department handled their transportation separately from the Transportation Dept. Mrs. Howard responded that she and the Athletic Director work collaboratively.

Mrs. Nardone inquired about the district "Move Up" days. She asked if there were other days held in addition to the High School Move Up day. Mrs. Howard replied that there were and she gave some details. Mrs. Nardone also inquired about JECC transportation and if car seats are provided to families. Mrs. Howard replied that there are car seats provided to those families in need, but the families typically provide their own car seats for young student transportation.

Mrs. Nardone thanked Mrs. Howard for all that she and her staff do for Weymouth students.

Mrs. Curran also thanked Mrs. Howard for attending all of the Policy Meetings pertaining to Student Transportation. She was so helpful in with re-writing several transportation policies.

Mrs. Sheehan inquired about the age of vans and the Union Point numbers this year and estimates for the next year. Mrs. Howard addressed her questions and added that we currently have one-stop at Union Point and expect to re-visit that as new housing opens at Union Point over the next few months. We may have to add an additional stop.

Chair Belmarsh recognized a parent from the audience. Mrs. Carrie Pallazo came to the table. Mrs. Pallazo asked if there is a policy in place regarding drivers leaving primary students alone at a bus stop. Mrs. Howard stated that

this was one of the issues discussed in the Policy Sub-Committee discussions. It was proposed that language should be added to ask an adult to be at the bus stop to meet a primary school age child. That adult would be responsible for the child at that time. Mrs. Pallazo thanked Mrs. Howard for the clarification.

Dr. Sullivan added it should be expected that students are picked up and dropped off at their assigned stops. This would alleviate any confusion going forward.

Mrs. Howard concurred with Dr. Sullivan and added that parents working together at a bus stop can create a great community feeling.

### **Acceptance of Gifts (Action Requested)**

Chair Belmarsh commented on the work that had been done to compile this Gift Summary. She clarified what was being presented to the Committee for a vote this evening. Chair comments on the work that has been done to compile this and if there are additional items we can approve them at future meetings.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to accept the gifts put forth in the Gift Summary.

Mrs. Sheehan asked for clarification of specific gifts listed and expressed her concern about possible missing items. She asked that we be more diligent in the future and include everything going forward. She also asked about WHS and donations from Apple, Inc. She referred to Page 19 – Donor Perfect- Weymouth High School- she was concerned the summary does not include the items purchased with the funds. In addition to this, Mrs. Sheehan had a concern about donations that were recorded from Apple, Inc. She was told that they should have gone to the Post-Prom account. She asked for a follow-up. Superintendent Curtis-Whipple referred the matter to Mrs. Lee, our Business Manager for comment. Mrs. Lee discussed the process with Mrs. Sheehan and the Committee. She referred to a spreadsheet that was provided with the Gift Summary. She explained that these were donations made from Apple, Inc. in the name of a parent MaryEllen Devine. The funds are the monetary equivalent of Mrs. Devine's volunteer hours with the Weymouth schools.

Mrs. Devine was in the audience and asked the Chair if she could come to the table to speak. Mrs. Devine came to table to describe her concerns regarding her donations and how they were allocated. She confirmed that she and Principal Haviland had a meeting scheduled the next morning to review the situation. She will confirm all of the figures with Principal Haviland at that time.

Superintendent Curtis-Whipple asked specific questions regarding the process and Mrs. Devine gave her specific details. The Committee members and Mrs. Devine discussed these details. Mrs. Devine assured the Committee that the situation was to be resolved in her meeting with Principal Haviland.

Mrs. Sheehan noted that Pingree and Nash had purchased task chairs; she wanted to know how they were being used.

Superintendent Curtis-Whipple followed up immediately. A Committee member looked up the function of the chair and she stated it was an office chair. Mrs. Sheehan thanked Superintendent Curtis-Whipple for her prompt response.

Mrs. Curran commented on Robotics fundraising and "Go Fund Me" pages. She asked if those funds should be included in the Gift Summary. Superintendent Curtis-Whipple promised to look into that and get back to Mrs. Curran as soon as possible.

Chair Belmarsh proposed holding a Thank You event to thank everyone for their support. Superintendent Curtis-Whipple agreed, but the event should be held in the fall so we can ensure everyone is included from the previous year.

Chair Belmarsh asked to vote the motion on the table to accept the Gift Summary as presented. The Committee unanimously voted to approve the acceptance of gifts at 8:02 p.m.

### **Policy Sub-Committee**

Mrs. Curran reported the items discussed in the most recent Policy Sub-Committee meeting. The policies discussed were- EE1, EEAG – Private Vehicles and JLDD- Life Threatening Allergies. It was also proposed during the Policy meeting that a Public Forum be held to raise community awareness of the health concern surrounding life-threatening allergies. It will be a topic of discussion at the next Policy Sub-Committee meeting.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to accept the report of the Policy Sub-Committee as presented by Mrs. Curran, so voted at 8:04 p.m.

Chair Belmarsh asked if there was supposed to be another Policy on the agenda this evening. It should have been EE1? Mrs. Curran replied by saying the policy would be on the next agenda for approval.

Ms. Flemer asked to add the following the next agenda: the Collective Bargaining report and Executive Session meeting to discuss the contracts.

Chair Belmarsh pointed out that both of those items were included in the Executive session this evening. Ms. Flemer thanked the Chair and apologized for the over-sight.

#### JLDD - Management of Life Threatening Allergies – First Reading

Mrs. Curran read Policy JLDD as brought forth from the Policy Sub-Committee. She described changes made in the language and the re-organization of text. The name of the policy was changed to the Prevention and Response to Life Threatening Allergies. It was decided to add the specific details of the child's allergy to their IHCP- Individual Health Care Plan.

Mrs. Curran said that Assistant Superintendent Stukenborg was extremely helpful in making the changes of the policy. She emphasized that we must get this policy out to the public very soon.

Mrs. Kustka asked for some changes for the second reading. She cited a change in Mrs. Howard's title in the text of the policy. Mrs. Kustka will update Mrs. Curran with the new title.

Mrs. Lee asked to be recognized by the Chair, she asked if Bus Drivers were aware of a child's allergy and if they were even allowed to have that information. Mrs. Howard was still in the audience and Chair Belmarsh asked her to the table to address this question. Mrs. Howard explained that parents could complete a form that would give the school the ability to notify bus drivers and other staff members of the child's allergy.

Chair Belmarsh expressed her appreciation for all of the work done on this policy by Mrs. Pallazo and members of the Policy Sub-committee. She wanted to be sure that all staff would be invited to participate in any trainings involved with this new policy. It will be placed on the next agenda as a Second Reading.

Mrs. Sheehan asked to make sure the draft policy is posted for review on the website.

#### **Traffic Supervisors**

Superintendent Curtis-Whipple described the process in place at this time and discussed the proposed changes for FY18. A full discussion of the proposal was held during the Meeting of the Whole earlier in the evening. There will be an opportunity for discussion at the next Town Council meeting on June 5<sup>th</sup>.

#### **Old Business**

##### MSBA Chapman Feasibility Study

Chair Belmarsh announced that the Building Committee representatives met with the MSBA 12-member Design Selection Panel on Tuesday, May 23<sup>rd</sup>. The three finalists were interviewed and the results were surprising. For the first time ever in this process, there was a three way tie for the Project Designer. All three were very highly qualified. It was a very good process, but with further discussion and review, HMSH was chosen as our Project Designer for the Chapman Feasibility Study.

We will meet with them on June 6<sup>th</sup> along with our Project Manager Hill International on June 6<sup>th</sup>. Chair Belmarsh asked that the public be aware that the morning session will be held promptly at 9:30. The area will be used for

Chapman students first lunch at 11:00 AM. The second session on June 6<sup>th</sup> will be held at 6:30 PM in the same location at Chapman Middle School. All of the information is available on the district website.

Mrs. Curran asked if advertising was allowed for those that do not attend the schools. Chair Belmarsh explained that project funds cannot not be expended on advertising, but if a parent group would like to organize an informational brochure that could be discussed at the first meeting on June 6<sup>th</sup>.

### **Weymouth High School Handbook- Second Reading**

Ms. Becky Fisher came to the table to review the Weymouth High School Handbook. She stated that there were two items that needed to be discussed this evening; Academy Certificates and Suspension. Data on the academy certificates was provided to Committee members before the meeting this evening. The description of Suspension was changed to read both "internal" and "external" on the applicable pages.

Chair Belmarsh opened Public Comment on the second Reading.

Chair Belmarsh recognized Hank Goldman. Mr. Goldman expressed his strong opposition to language in the hand book regarding the determining when to call police in the event of an intruder/emergency. He felt that School Administrators should rely on the expertise of the police to determine the seriousness of an incident. He was highly critical of the handling of the March 2<sup>nd</sup> intrusion at the Weymouth High School. He stated that the police should have been called immediately. School Administration called the police over an hour after the intruder was discovered. Mr. Goldman concluded by stating the language in the handbook should require the police to be called immediately in all cases.

Chair Belmarsh thanked Mr. Goldman for his comments. She then recognized Mrs. Elizabeth Foster-Nolan.

Mrs. Foster-Nolan echoed Mr. Goldman's concerns and asked questions related to the handbook policy. She asked if the Resource Officer was consulted in the wording of the policy and does Administration have the necessary training to make a proper determination in each case.

Chair Belmarsh expressed to Mrs. Foster-Nolan that this is Public Comment, not a question and answer session. She asked Superintendent Curtis-Whipple if she would like to respond. Superintendent Curtis-Whipple responded to Mrs. Foster-Nolan's question. She stated that she had spoken with Officer St. Croix and she asked if anything could have been done differently in the handling of the March 2<sup>nd</sup> incident. He assured Superintendent Curtis-Whipple that the situation was handled appropriately; the Police Department had no concerns with the way the situation was handled.

Chair Belmarsh summarized the discussion that followed and suggested that Police Chief Grimes might want to review the situation and comment on his findings. Superintendent Curtis-Whipple agreed with the Chair and stated that she would ask Police Chief Grimes to review the incident.

There was no further Public Comment. Chair Belmarsh closed Public Comment at 8:33P.M.

The Weymouth High School Handbook was moved to Third Reading.

Mrs. Curran commented further. She asked to have the language remain the same and have School Council review it as well. Mrs. Sheehan concurred and believed that the police should be called every time there is a trespasser. She also stated that we should learn from this mistake. We all need to be aware that this could have been a very serious situation.

Chair Belmarsh assured the Committee that she had heard from police and School Administration that this incident was handled appropriately. If Police Chief Grimes wished to add his thoughts or guidance, it would be welcomed.

### **Proposed Policy Changes to EEAG: Student Transportation in Private Vehicles-Third Reading**

Mrs. Curran read the Policy and the changes to the Committee and the public.

Mrs. Curran also added the changes in the Junior License text and how it was cross-referenced.

On motion of Ms. Flemer, seconded by Mrs. Sheehan to approve Policy EEAG – Student Transportation in Private Vehicles. So voted at 8:36 p.m.

The following Announcements were read:

- Budget Sub-Committee – May 31<sup>st</sup> @ 6:00 P.M.
- SEPAC – Tuesday, June 6<sup>th</sup> @ 7:00 P.M.
- TWPC- Tuesday, June 13<sup>th</sup> @ 7:00 P.M.
- Chapman Feasibility Study Charter Public Meeting- June 6<sup>th</sup>, 2017  
2 sessions - 9:30AM – 10:30 A.M. & 6:00P.M. – 7:00 P.M.

Chair Belmarsh read the announcements listed above and added changing the time for the second session of the Chapman Feasibility Study Charter Meeting from 6:00 P.M. – 7:00P.M. to 6:30P.M. – 7:30P.M. on June 6<sup>th</sup>.

Mrs. Curran announced the High School Spring Concert would be held on Thursday, June 1<sup>st</sup> at 6:30 p.m. at the Weymouth High School Auditorium.

Chair Belmarsh also reminded the Committee that Graduation was June 10<sup>th</sup>.

### **EXECUTIVE SESSION**

Ms. Flemer moved to go into Executive session for the following: To discuss strategy with respect to possible litigation regarding a confidential personnel matter as an open meeting may have detrimental effect on the litigating position of the public body; To discuss a confidential personnel matter and to discuss strategy relative to negotiations with union personnel: Unit B and Custodians as an open meeting may have a detrimental effect on the bargaining of the public body. Mrs. Sheehan seconded the motion and the Chair called for a Roll Call vote- Mrs. Nardone- Yes, Dr. Sullivan- Yes, Ms. Flemer- Yes, Mrs. Sheehan, Yes, Mrs. Curran-Yes, Chair voted Yes. The Roll Call vote was unanimous and Weymouth School Committee was in in Executive Session as of 8:38 p.m.

### **Next Meeting of the Weymouth School Committee**

The Weymouth School Committee will next meet on June 8, 2017 at 7:00 p.m. in the Mary J. Livingstone Humanities Center at Weymouth High School.

### **Adjourn**

At 9:20 p.m., on motion of Mrs. Sheehan, seconded by Ms. Flemer, it was unanimously voted to adjourn.

Respectfully submitted,

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Gail Sheehan – Secretary

Weymouth School Committee Meeting  
May 25, 2017

Documents Related to Meeting and Retained at School Administration Building

- Agenda
- Warrant # 2017-48 in the amount of \$740,423.05
- Minutes:
  - i. April 27, 2017 – Meeting of the Whole
  - ii. April 27, 2017
- Field Trip: WHS Robotics – Grade 12 – Skills USA, Louisville, KY June 19-24, 2017
- Transportation Update – Robin Howard
- Acceptance of Gifts (Action Requested)
- Policy Sub-Committee Report
- JLDD - Management of Life Threatening Allergies – First Reading
- WHS Student Handbook – Second Reading
- Proposed changes to Policy EEAG - Student Transportation in Private Vehicles – Third Reading

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