

*Approved by the Arlington School Committee May 9, 2019*

*Arlington School Committee  
School Committee Regular Meeting  
Thursday, April 11, 2019  
6:30 PM  
Arlington High School  
School Committee Room  
869 Mass Avenue, 6th Floor  
Arlington, MA 02476*

*Present Len Kardon, Chair, Jane Morgan, Vice Chair, Paul Schlichtman, Secretary, Jennifer Susse, Jeff Thielman, Kirsi Allison-Ampe, and Bill Hayner*

*Kathleen Bodie, Superintendent, Roderick MacNeal, Assistant Superintendent, Michael Mason, CFO, Robert Spiegel, Human Resource Officer, Karen Fitzgerald, Administrative Assistant, and Juliana Keys, AEA representative*

*Absent: Alison Elmer*

*Open Meeting*

*Mr. Kardon opened the meeting at 6:30 and Dr. Bodie presented Dr. Allison-Ampe with flowers for her service as chair of the school committee.*

*Public Participation*

*None*

*Long Range Plan Override Commitments Vote, L. Kardon*

*Mr. Kardon presented the Long Range Plan Override Commitment document.*

***Ms. Susse moved to adopt and vote the Long Range Plan FY 20 Override Commitment, seconded by Mr. Hayner.***

*Dr. Allison-Ampe asked Mr. Kardon to explain the plan so School Committee and everyone understands what they are agreeing to. After Mr. Kardon read the Long Range Plan FY 20 Override Commitment which has been discussed over the past year due to concerns that revenues for the school was getting insufficient, the committee members voted to approve the motion.*

*Draft FY20 Override Commitments*

- 1. Exercise fiscal discipline, and provide quality municipal services.
  - a. Commit to no Proposition 2½ overrides for at least four years.*
  - b. Continue to increase general education operating budgets by 3.5% annually.*
  - c. Continue to increase general government operating budgets by 3.25% annually.*
  - d. Continue to fund special education cost growth at a rate of 7% per year.**
- 2. Respond to ongoing school enrollment growth pressures.*

*Increase the education budget for future enrollment increases at a rate of 50% of per pupil expenditures.*

3. *Build Arlington's future.*

a. *Phase in funding of the School Committee's Multi-Year Plan to: address the impact of explosive enrollment growth of 27% since 2011; improve instruction; close the achievement gap for high needs students; ensure safe and supportive schools; and attract, retain, and develop talented staff. Adopt the following schedule of increases to base operating budgets: FY20 - \$600,000; FY21 - \$600,000; FY22 - \$800,000; FY23 - \$800,000.*

b. *Improve mobility for all residents, and support the goals of the Town's Complete Streets and Age-Friendly Community initiatives by adding \$250,000 to base budgets for pedestrian infrastructure and senior transportation.*

4. *Minimize impact on taxpayers, particularly seniors and others with income challenges.*

a. *Advance new tax relief programs, including a municipal circuit breaker and increased eligibility for property tax deferral options, and publicize existing relief programs.*

b. *Remove certain water and sewer debt costs from property tax bills.*

c. *Pursue new revenue sources.*

d. *Work with financial leadership to develop bonding schedules that will minimize single-year tax increases and debt service costs related to the Arlington High School rebuild.*

5. *Protect against future fiscal shocks, and maintain the Town's strong bond rating.*

*Maintain financial reserves at 5% or better for the duration of the four-year plan.*

***Voted: 7-0***

***LGBTQIA+ Rainbow Commission of Arlington - School Committee relationship***

*Mr. Kardon stated that the LGBTQIA+ Rainbow Commission member had asked if the School Committee could appoint a liaison to their commission. After the School Committee members discussed the relationship of us making an appointment for a liaison to the LGBTQIA+ Rainbow Commission, the committee agreed that since they already voted last year to make a School Committee appointment it would not make sense to now appoint a liaison. Ms. Susse agreed to attend the LGBTQIA+ Rainbow Commission meetings and report back to the full committee.*

***Superintendent's Report***

*Dr. Bodie announced a successful agreement was made between MSBA Board and Arlington for the Arlington High School Building Project. On Monday, April 29 a Special Town Meeting will held for the AHSBC vote.*

*Dr. Bodie said she was concerned on hearing about two recent events one at the Bishop School grounds and another at Gibbs Schools on students riding the bus. Ms. DeFrancisco and Dr. Bodie will be sending families a follow up letter on what is happening.*

*The Gibbs School was invited into the MAPLE consortium which is learning education using technology and our students were chosen to present at Learn Launch this year. The Gibbs School showcased their work and talked about project base learning and seven other school districts attended the event today.*

*The students from the elementary METCO program will be attending a boys empowering workshop on Friday, April 12, in the School Committee Room. Everyone is invited to Mr. Fant's CSPAN video contest award presentation on April 25, 2:45 at AHS Media Center. History students went to states and six projects were entered and three received honorable mention. Our student athletes Ryan Oosting (For Cross-Country and Indoor Track), Francesco Valagussa (Boys Soccer), Anthony Messuri (Boys Ice*

Hockey), Jack Simon (Boys Ice Hockey) were all given All Scholastic Awards from the Boston Globe and the Boston Herald.

Dr. Bodie said the APS Budget books and AHSBC Report for Town Meeting will be at the back of hall for TM members next Monday, April 22, 2019. Dr. Bodie provided enrollment number updates and spoke about Me and My girl play last weekend at AHS and the upcoming OMS play Mary Poppins May 3 & 4.

#### Consent Agenda

**Mr. Hayner moved to approve the Consent Agenda, Seconded by Ms. Morgan:**

- **Approval of Warrant: Warrant # 19189, Dated 3/28/2019, Total Warrant Amount \$412,304.60**
- **Approval of Minutes: Regular School Committee Minutes, 3/14/2019**
- **Approval of Minutes: Regular School Committee Minutes, 3/28/2019,**
- **Approval of Trip: None,**
- **Approval of LABBB to increase its capital plan by \$600,000 for a total of \$2.6m,**
- **Approval of School Committee to change last meeting from Thursday, June 20, to Thursday, June 13, 2019,**

**Seconded by Ms. Morgan.**

**At Mr. Kardon's request, the LABBB capital plan was removed from the consent agenda pending further explanation.**

**Consent agenda voted: 7-0**

After Dr. Bodie explained that DESE approved the FY18 surplus split between Member credits, Capital Plan and OPEB. To close the loop, LABBB would need 4 out 5 member school committees to approve an increase in their capital plan from 2M to 2.6M.

**Ms. Morgan moved to approve an increase in the LABBB capital plan by \$600,000 for a total of \$2.6m. seconded by Dr. Allison-Ampe.**

**Voted: 7-0**

Vote to approve Second Read of Policy: IJNBD Empowered Digital Use, Policy, KFD Surplus Space Policy for Extended Day Programs, DBJ Budget Transfer Authority

The committee discussed and agreed to vote each policy individually.

**Mr. Schlichtman moved to approve the second reading of IJNBD Empowered Digital Use Policy as presented below, seconded by Ms. Susse**

**Voted: 7-0**

#### File IJNDB - EMPOWERED DIGITAL USE POLICY

##### Purpose

The School Committee recognizes the need for students to be prepared to contribute to and excel in a connected, global community. To that end, the district provides ongoing student instruction that develops digital citizenship skill sets for using technology as a tool. Information and communication technology are an integrated part of our curriculum across subjects and grades in developmentally appropriate ways and are aligned with the Massachusetts Curriculum Frameworks and standards, including seeking knowledge and understanding; thinking critically

*and solving problems; listening, communicating, and interacting effectively; and engaging and competing in a global environment.*

*Availability*

*The Superintendent or designee shall implement, monitor, and evaluate the district's system/network for instructional and administrative purposes.*

*All users shall acknowledge that they understand that using digital devices, whether personal or school owned, and the school district network is a privilege and when using them in accordance with School District guidelines they will retain that privilege.*

*The Superintendent or designee shall develop and implement administrative guidelines, regulations, procedures, and user agreements, consistent with law and policy, which shall include but not be limited to the following:*

- Digital devices, software, and networks shall be used in school for educational purposes and activities.*
- An individual's personal information (including home/mobile phone numbers, mailing addresses, and passwords) and that of others shall be kept confidential.*
- Individuals will show respect for themselves and others when using technology including social media.*
- Users shall give credit to others for their ideas and work*
- Users shall report inappropriate use of technology immediately*

*These procedures shall be reviewed annually by district administration together with students and teachers and shall provide a springboard for teaching and learning around topics such as internet safety, digital citizenship, and ethical use of technology.*

***Mr. Thielman moved to approve KFD Surplus Space Policy for Extended Day Programs as presented, seconded by Ms. Susse.***

*File KFD - SURPLUS SPACE POLICY FOR EXTENDED DAY PROGRAMS*

*The School Committee permits the use of available surplus school space for child care facilities, play groups and extended day programs for the education and safety of the child and convenience of those parent/guardians who need these services. Surplus space is defined as classrooms, common areas, auditoriums, recreation space and other areas that are available outside of the normal school day.*

*It is the Committee's intent that surplus space be utilized to allow as many families as possible to access extended day services. By May 1 each year, the Superintendent is required to present to the School Committee a report on the number of students in extended day programs in the district's surplus space, the number of students on waiting lists for these programs, and the availability of surplus space within the district to accommodate the needs of families requesting extended day services.*

*Any arrangements for use of available surplus space will be reviewed for renewal on an annual basis. The School Committee offers rental space so that these programs may be offered at the most reasonable cost possible. A request for a permit must be completed as a condition for the use of the space.*

*A descriptive brochure or summary of the program along with a financial statement including revenues, the director's salary, teachers' salaries, supplies and any and all other operating expenses shall be presented to the School Committee by the Superintendent no later than December 31 of each school year.*

*Failure to comply with guidelines for these programs and financial disclosures as stated above may be brought before the School Committee. The School Committee may authorize the Superintendent of Schools to negotiate with other parties to maintain extended day programs in the Arlington Public Schools or take any other action deemed necessary.*

*The occupant shall maintain public liability insurance. Limits will be negotiated by the Superintendent in conjunction with legal counsel. Such insurance shall name the program and the Town of Arlington as insureds as their respective interests may appear.*

***Dr. Alison-Ampe moved to amend the KFD Surplus Space Policy for Extended Day Programs and included Move to add the sentence “Classrooms and other areas are designated as available by the principal or principal’s designee.” directly following “Surplus space is defined as classrooms, common areas, auditoriums, recreation space and other areas that are available outside of the normal school day,” seconded by Mr. Schlichtman.***

*Dr. Allison-Ampe said she is concerned that a person in the community could read the policy as written, that classroom are available and nothing to tell them that it is not. The Principal will determine if classroom is available. Mr. Schlichtman agrees. Ms. Susse and Ms. Morgan are concerned that other groups, girl scouts, playgroups, afterschool extended program would like to use the classrooms. After the discussion, Mr. Schlichtman urged the rest of the committee to accept Dr. Allison-Ampe amendment and adopt the policy. Ms. Susse suggested to take this policy up again with the subcommittee before the end of the year. The full committee suggested a report by the first meeting in May to include the number of classrooms available for afterschool, the number of students in programs, the number of children on the current waitlist, the number of new families on waitlist for September of 2019, and he number of people wondering about child care and to have the information by grade. The committee will like the report to get a sense where the needs are it was agreed to move the amendment of the policy and bring the policy back to the Policies and Procedures Subcommittee for additional changes.*

***Amendment Voted: 7-0***

***Main motion Voted: 7-0***

***Mr. Schlichtman moved to approve the Policy File DBJ- Budget Transfer Authority as presented below, seconded by Mr. Hayner.***

***Voted: 7-0***

#### *File DBJ - BUDGET TRANSFER AUTHORITY*

*In keeping with the need for periodic reconciliation of the school department's budget, the School Committee will consider requests for transfers of funds as they are recommended by the Superintendent.*

*The Committee wishes to be kept abreast of the need for these adjustments so that it may act promptly and expedite financial record keeping for the school system.*

*All requests for transfers between the following budget categories must be submitted to the School Committee for approval:*

- *Elementary*
- *Secondary*
- *Special Education*
- *Curriculum and Instruction*
- *Administration*
- *Reserve Accounts*
- *Other*

*Transfers between line items within a major account must be reported to the School Committee as part of the Director of Business and Finance's quarterly report at the business meetings of the School Committee.*

*If additional revenue is identified or revenue is reduced subsequent to the approval by Town Meeting of the School Committee budget, the Superintendent shall submit to the School Committee a prioritized list of programs to add or reduce. The Superintendent shall not add or reduce programs without School Committee approval.*

*At the first full meeting of the School Committee in September of each year, the Superintendent shall submit a summary of all personnel changes made since approval of the budget by the School Committee the previous spring.*

*All funds in the general account not expended by the close of the fiscal year will be returned to the municipality.*

#### *Subcommittee/Liaison Reports/Announcements*

*Budget: Mr. Kardon, Chair presented at the Budget Forum last night at the Gibbs School and said about 35 parents attended and discussed support for librarians and discussed special education issues. They talked about the \$600,000, contingent on override.*

*Community Relations: Ms. Susse, Chair, met with Ms. Reynolds to discuss cell phones. They discussed warrant zoning issues too.*

*Curriculum, Instruction, Assessment & Accountability: Mr. Thielman said they met before last meeting and will take up cell phone use issue.*

*Facilities: Bill Hayner, Chair, nothing at this time.*

*Policies & Procedures: Paul Schlichtman, Chair, nothing at this time.*

*Legal Services Review: Bill Hayner, Jeff Thielman, nothing at this time.*

*Arlington High School Building Committee: Jeff Thielman, (Chair), Kirsi Allison-Ampe*

#### *Liaisons Reports*

#### *Announcements*

*Mr. Hayner said the Dallin 3<sup>rd</sup> graders will meet at Town Hall on mock Town Meeting April 24.*

*Future Agenda Items*

*Patriots Day Parade will be held on Sunday.*

*Future agenda items*

*Ms. Susse asked if SC Chat should be cut back and it was referred Community Relations. Mr. Hayner inquired if School Committee will be discussing Warrant Articles either directly or indirectly affecting our schools.*

*Correspondence Received:*

*Warrant 19189, dated 3/28/2019*

*Regular School Committee minutes, 3/14/2019 and 3/28/2019*

*Draft FY 20 Override Commitments documents*

*Baseline Scenario 3.22.19*

*Five year plan*

*Full plan Fy20-24 override plan*

*P&P minutes with IJNBD, KFD, and DBJ Policies dated March 19, 2019 with edits*

*Subcommittee Assignments for 2019-2020*

*LABBB document request for approval*

*MASC Bulletin March 2019*

*BDA School Committee Organizational Meeting*

*BDA-E School Committee Norms and Standards*

*Letter to David Mohler, of ice of Transportation Planning March 20, 2019*

*Five Year Budget Plan Reminder email*

*April 2019 enrollment numbers*

*LWVA April 2019*

*MASC Bulletin March 2019*

*Executive Session*

***Mr. Hayner moved to enter into Executive Session at 7:43 p.m. to conduct strategy sessions in preparation for negotiations with union and/or nonunion personnel or contract negotiations with union and/or nonunion in which if held in an open meeting, may have a detrimental effect, and to conduct strategy with respect to collective bargaining or litigation, in which if held in an open meeting, may have a detrimental effect. Collective bargaining may also be conducted, to discuss Superintendent Kathleen Bodie's contract and exit to adjourn. Seconded by Ms. Susse.***

***Roll Call: unanimous***

*Adjournment*

***Mr. Hayner moved to exit and adjourn at 8:06 p.m.***

***Roll Call: unanimous***

***Voted: 7-0***

*Respectfully Submitted by*

*Karen M. Fitzgerald*

*Administrative Assistant*

*Arlington School Committeeps*