A meeting of the East Bridgewater School Committee was held on Thursday, November 19, 2015, at 7:00 PM in the Anne Kenneally Hynes Library in the East Bridgewater Jr/Sr High School. In attendance were Chair Jennifer Kitchenham, Co-Chair Gordon McKinnon, Secretary Ellen Pennington, Aimee McAlpine, Superintendent Elizabeth Legault, Assistant Superintendent Gina Williams, and recording clerk Joanne Benner. Theresa Maltz was not in attendance.

Also in attendance were: Director of Specialized Services Dr. Danielle Carrigo, Cindy Trinidad IEP Coordinator, shop teacher Mark Ferioli, student Brian Procida and family, Board of Selectman John Margie, and community members.

Motion to open meeting at 7:02 PM: McKinnon/McAlpine     Vote: 4 in favor

Mrs. Kitchenham opened the meeting with The Pledge of Allegiance.

**Report of the Student Advisory Council** – Luke Forristall reported that this evening the Drama Program is having a production at the G.W.M.M.S. called, “What I Want to Say and Never Will.” On Saturday there will be the state semifinals for the football team in Lowell and the girls’ soccer team in Lynn. Winter sports will begin in two weeks. Last Tuesday was the National Honor Society induction which went well. The Key Club can drive is this month and the class that brings in the most cans will get a party. The Southeast District band will have a winter concert on 12/9/15 and they are going to perform at Christmas on the Common. The Math Team’s next meet is 12/3/15 and the Student Senate blood drive is on 12/4/15.

**Correspondence Received** – none

**Report of the Standing Committees** – Mrs. McAlpine is working on a subcommittee with Mrs. Pennington and Mr. McKinnon to update the goals of the School Committee. The goals are outdated so they are refining them while collaborating with Superintendent Legault.

The Superintendent Evaluation Subcommittee is working with Ms. Legault to support and develop her goals. The plan is to begin the evaluation cycle in January.

Committee Chair Mrs. Kitchenham has officially appointed Mrs. McAlpine as their representative to the audit committee that was established at Town Meeting in June.

**Superintendent Legault’s Community Corner:**

1. Superintendent Legault thanked Brian Procida for painting the plant stands that are in the Superintendent’s Office. We asked Mr. Ferioli to assist us in finding a student that would make them look more finished as they were projects left behind by former students. Brian stepped up and did an excellent job.

2. The Superintendent attended the NHS induction ceremony and was pleased to see that academics, character, and leadership are so strong in our community. There were 46 students being pinned by their parents; this is a great number.

3. Anne Kenneally Hynes Scholarship Fundraiser was a resounding success with a good deal of money being collected towards the scholarship. It was a packed crowd and the auctioning done by Mr. Spagone got the attendees to give a little extra.

**EAST BRIDGEWATER SCHOOL COMMUNITY MISSION STATEMENT**

The East Bridgewater Public Schools provides a comprehensive curriculum that prepares students to be critical thinkers, problem solvers, and effective communicators ready to assume their positions as responsible productive citizens.
4. Scoreboard Donation - the new score board arrived last Friday and was tested during the annual 7th and 8th grade Turkey Bowl. It was used that night to defeat Cardinal Spellman which forwarded our football team in the quest to the Super Bowl. A formal announcement will be made at half time during the Thanksgiving game.

5. At the Special Town Meeting it was approved for the district to purchase 500 Google Chromebooks. This is quite an upbeat swing for technology and will give our students an advantage they didn’t previously have. Superintendent Legault thanked the town for all of the support given to the schools and voting for the requested improvements at the town meeting.

6. An update was given on the EB Jr/Sr High School cafeteria that resulted in a few changes. Food items were being taken without payment, and trash was being left behind. It is important that the kids pick up after themselves and just as important that they do not take things they haven’t paid for. As a result snacks were taken off the line for a few days. Students in grades K-2 will be allowed to charge a maximum of 3 meals, grades 3-6 will be allowed to charge 2, and 7-12 will not be allowed to charge meals. No student will go without a meal and every family can apply for free and reduced meals at any time throughout the school year. We will be proactive in contacting families if students charge meals more than allowed.

7. Superintendent Legault congratulated Carrie Tucker, Jr/Sr High School Librarian, for being chosen to serve as Southeast Co-Director on the 2015-2016 Executive Board of the Massachusetts School Library Association.

8. All of the Jr/Sr athletic teams are doing great and are able to play on their own fields. At the tail gate event we collected approximately $750.00 and donated it to EB Hope, Music Parent and Student Activities revolving accounts.

Reports and Discussions:

1. The Superintendent updated the School Committee on the MASC/MASS Joint Conference. It was nice to sit with Mr. McKinnon and have good conversations talking about schools in general with other members as well. We talked about where schools are and where they are going. The common thread at the meeting, and discussed by all, was the desire to see students succeed.

2. School Finances – We are holding ourselves accountable and are watching every expense. There is currently 2.6 million left in our budget to operate from now to the end of the school year.

3. Central Office Administrative Assistant – The Superintendent would like to hire someone to work for the Assistant Superintendent to support her, the Athletic Director, and Food Services. It will be a catch all position that will not negatively impact the budget.

4. Superintendent Legault gave the Committee a copy of the School District organization chart. This chart is different from what most are used to seeing in that the School Committee is at the bottom of the chart and the students at the top. While students are not really part of our organization Ms. Legault feels we are all here for them. It is important our staff and students feel supported every day.

5. Building Committee update – Today an email was received from the project manager that we will receive a packet to commission the Jr/Sr High School. This means a great deal to Mrs. Williams, Ms. Legault, and the Committee. In September they reorganized the building committee and began to send emails, made telephone calls, and with the assistance of Facilities Manager Brian Kiely, worked to get this done. There are a few issues that need to be addressed and they are going to be taken care of.

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6. North River Collaborative/R.E.A.D.S. Collaborative update – it is budget season for everyone and the Superintendent attended meetings at both collaboratives this week. Additionally they offer professional development opportunities.

7. P.C.C. update – In the past there were two students chosen to share the $5,000.00 scholarship money to attend the P.C.C. program. Superintendent Legault would like to have this money granted to more children to increase involvement.

8. Report of the Assistant Superintendent, Mrs. Gina Williams. Two topics were shared by Mrs. Williams; the first being professional development.
   - Curriculum alignment to the Common Core is being worked on so there is one template for everyone identifying resources at grade level and by departments. This will be an ongoing process. The next professional development day is scheduled in January and it will be a full day; half of the day will be spent working on curriculum. The Professional Development academy team meets monthly and has a plan in draft form. We plan on having a wellness fair and in March will have a full day spent on technology.
   - Assistant Superintendent Williams has established monthly meeting with Mrs. Cronin, Before School and After School Coordinator. They are reviewing policies and procedures as a result of the program growing from 80 children to 360. As of January 1, 2016, there will no longer be “as needed” daycare services; some people are using this on a daily basis. New parameters will be in place with parents needing to provide a one month schedule in advance. This information went out in the November newsletter.

9. Report of the Director of Specialized Services, Dr. Danielle Carrigo. Dr. Carrigo said restraint policies are changing across the state as a result of injuries and death. We have a draft policy and procedure which is in keeping with the state. She attended a MASBO conference related to school policy and was given a USB drive with templates on them that can be customized for our school policies. Today Dr. Carrigo attended a positive behavior conference where approaches to behavior, social and emotional responses, and supports were discussed. There will be ten workshops for parents and staff to attend on math, literacy, and behavior.

10. Advertisement banners update – Twelve banners have been ordered and six are currently up at this time. We hope to have the rest up in time for the Thanksgiving game.

11. Update on the Student Information Systems. We have implemented Aesop which is an attendance system for our faculty and staff. The three principals have reported it is well functioning and organized. We are also looking into a new program for student reporting. The program currently in use, iPass and we feel we need a program that will work better for us than this one does.

12. Superintendent Legault accepts the resignation of Thomas Kenney, Athletic Director effective December 31, 2015. Ms. Legault thanked Mr. Kenney for his dedicated service and wishes him the best in his future endeavors. Mr. Kenney is a tremendous supporter of our students and has been a wonderful asset to our district.

13. Superintendent Legault accepts the resignation of Jennifer Geraghty, grade 7-8 Language based teacher, effective no earlier than Friday, December 4, 2015, but no later than Wednesday, December 23, 2015. Ms. Legault thanks her for her service and wishes her well in future endeavors.

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14. Superintendent Legault has received a letter of intent to retire from Maryann Roan, grade 8 Social Studies teacher effective June 30, 2016. Ms. Legault accepts Mrs. Roan’s letter of intent to retire and thanks her for her many years of dedication to the students of East Bridgewater.

15. Superintendent Legault has received a letter of intent to retire from Joan Cella, grade 7 Mathematics teacher effective June 30, 2015. Ms. Legault accepts Mrs. Cella’s letter of intent to retire and thanks her for her many years of dedication to the students of East Bridgewater.

16. Superintendent Legault received a letter of intent to retire from Deborah Timmons, Central School teaching assistant effective December 11, 2015. Ms. Legault accepts Mrs. Timmons letter of intent to retire and thanks her for her many years of dedication to the students of East Bridgewater.

**Action Items:**

- Action is required to accept the minutes from the School Committee meeting held on October 14, 2015.
  Motion: tabled, Mr. McKinnon was not at the meeting and would have to abstain

  Motion: McKinnon/McAlpine
  Vote: 4 in favor

  Motion: McKinnon/Pennington
  Vote: 4 in favor

- Action is required by the School Committee to include gender or gender identity to the discrimination clause that is required to appear on all documents of the school department.
  Motion: Pennington/McAlpine
  Vote: 4 in favor

- Action is required on the request from Lisa Dion, Middle School Speech and Language Teacher, for an unpaid medical leave from November 8, 2015 to November 30, 2015. Superintendent Legault recommends approval of Mrs. Dion’s request.
  Motion: Pennington/McAlpine
  Vote: 4 in favor

- Action is required by the School Committee to accept a donation from Cheryl Maguire of a Dell Dimension B110 computer with monitor and speakers. The value of the donation is $70.00. The Superintendent, on behalf of the students of East Bridgewater, thanks Mrs. Maguire for her donation.
  Motion: McKinnon/McAlpine
  Vote: 4 in favor

- Action is required by the School Committee on the courses submitted by staff council for approval.
  Motion: McKinnon/Pennington
  Vote: 4 in favor

  Motion to adjourn at 8:50 McKinnon/McAlpine
  Vote: 4 in favor

Respectfully submitted by,

Joanne M. Benner
Recording Clerk

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