



# Sutton School Committee

Sutton, Massachusetts 01590

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The Sutton School Committee met in the Wally Johnson Room of the Sutton Municipal Center on MONDAY, JUNE 5, 2017.

**School Committee Members present** at the meeting were Nate Jerome, Chair; Paul Brennan, Vice Chair; Bruce Edwards, Secretary; Peter Tufts; and Kristen Feifert Clark.

**Administrators present** at the meeting were Theodore Friend, Superintendent; Nancy Konisky, Business Manager; Jessica Merriam, Principal of Simonian Center for Early Learning; and Denise Harrison, Principal of Elementary School.

**Student Representatives present** at this meeting were Liam Rogan, Alexis White, and Frank Frascolla.

## **Agenda Item 1 – Call to Order**

Mr. Friend called the meeting to order at 7:00 p.m.

## **Agenda Item 2 – Pledge of Allegiance**

## **Agenda Item 3 – School Committee Reorganization**

Mr. Jerome nominated, and Mr. Edwards seconded, to appoint Mr. Brennan as Chair.

*Carried 4-0-1 (Brennan)*

Mr. Jerome nominated, and Mr. Tufts seconded, to appoint Mr. Edwards as Vice Chair.

*Carried 4-0-1 (Edwards)*

Mr. Jerome nominated, and Mr. Edwards seconded, to appoint Ms. Feifert Clark as Secretary.

*Carried 4-0-1 (Feifert Clark)*

## **Agenda Item 4 – Citizen Forum**

Jackie Moroney, a parent whose daughter is attending Sutton High School, discussed her disappointment with the lack of subjects available to students, as well as problems with the schedule. We will place this as an agenda item to be discussed at our next School Committee meeting.

## **Agenda Item 5 – Consent Agenda**

Mr. Jerome moved, and Mr. Tufts seconded, to approve the consent agenda as presented.

*Carried 5-0-0*

### **Agenda Item 6 – Student Update**

The fourth quarter is coming to an end. Finals start next week from Monday through Wednesday, makeup is on Thursday. Academic Awards will take place on Friday, followed by the Hippy Jam Fest. Graduation was last Thursday. Internship fair was a success, as was prom. Approximately 100 students participated in Rainbow Day. Senior activities included Six Flags, a dinner cruise, hypnotist and white water rafting. Spring sports are coming to a close. Track and Field went to all state meet. Kyla Boyns broke school records. Spring Athletic Awards will take place Monday evening. Students enjoy being able to eat lunch in the courtyard. The inside temperatures in different areas of the school is sporadic – some places are cool and others are very hot. Students are frustrated with the difficulty they are having trying to check out laptops from the library. Students have witnessed, on one occasion, a staff member writing in a notebook just outside of the all gender bathroom in the history hallway and are concerned that this person is writing the names of all students using this bathroom. We will look into this and discuss at our next meeting.

### **Agenda Item 7 – Student Handbook Changes (SCEL & ES)**

Ms. Merriam reviewed changes to the Simonian Center for Early Learning Student Handbook as follows:

- Change Emergency Plan to Early Dismissal Plan
- Include School Lunch Procedures in handbook
- Insert paragraph pertaining to Medical Questionnaires and Evaluations from Outside Doctors
- Crocs are not allowed (for safety reasons)
- Wednesdays are designated as No Homework Night
- Students and Chaperones will be asked to pay for admission on field trips
- Housekeeping changes

Mrs. Harrison reviewed changes to the Elementary School Student Handbook as follows:

- Updating School Staff
- Early Arrival and Dismissal
- Before and After School Programs
- Emergency Procedures and Dismissal
- Lockers
- School Choice
- Bus Switching
- School Bus Discipline Report
- Student Behavior and School Expectations
- Cell Phones/Electronic Devices
- Playground
- Cafeteria Procedures
- Homework
- Report Cards and Conferences
- Field Trips
- Medical Questionnaires
- Housekeeping changes

Mr. Jerome moved, and Ms. Feifert Clark seconded, to approve the changes to the Student Handbooks for Simonian Center for Early Learning and Elementary School as presented.

*Carried 5-0-0*

**Agenda Item 8 – School Improvement Plan Updates (SCEL & ES)**

Ms. Merriam provided an update of the School Improvement Plan for Simonian Center for Early Learning. Ms. Harrison provided an update of the School Improvement Plan for the Elementary School.

**Agenda Item 9 – FY17 Budget Update**

Ms. Konisky reviewed where we are with the FY17 budget. Overall, budget is in good shape. It is believed that we may be able to roll \$140K back into budget.

**Agenda Item 10 – Approve Student Activity Accounts (MS/HS)**

Mr. Jerome moved, and Ms. Feifert Clark seconded, to approve the Student Activity Accounts for the Middle School and High School as presented.

*Carried 5-0-0*

**Agenda Item 11 – Discuss Options for Closing FY18 Budget Gap**

Options for closing the FY18 budget gap were discussed.

**Agenda Item 12 – Select Date and Venue for Retreat**

The retreat shall take place in the Superintendent's Conference Room on Monday, July 24, 2017. The start time shall be determined.

**Agenda Item 13 – Review SWCEC Third Quarter Report**

Mr. Friend reviewed the third quarter report for Southern Worcester County Educational Collaborative (SWCEC).

**Agenda Item 14 – Superintendent's Update**

Graduation was wonderful. Thank you to Mrs. Senecal, Mr. Bailey and the Guidance Department for their efforts in making this an evening to remember. Mr. Marcucci did a fantastic job preparing and delivering such a fitting speech; the message was very good. A new tradition, "The Bailey Award" was observed on Class Day. Mr. Goyette wrote a competitive grant and received \$10K to develop a math curriculum for the Middle School. Work will begin on aligning the curriculum doing common assessments and getting supplemental material lined up for special need students. I wish to compliment Mr. Goyette for taking the time to write this grant and recognize him as the curriculum guru – a huge asset that he brings to the table. Southern Worcester County Educational Collaborative (SWCEC) will be touring our facilities as they may be interested in renting classroom space during the summer and school year. Baseball won yesterday and will be playing again on Thursday. The Internship Program celebration was phenomenal. It would be appreciated if we could get the date well in advance of the next one so we could save it.

**Agenda Item 15 – New Business/Agenda Items/Action Items**

Building Use Policy and Field Use Policy will be added as agenda items to be discussed at our next meeting. Congratulations to Sam Woolf for her Graduation speech. Middle School Track Team Boys are State Champions; Girls took third.

**Agenda Item 16 – Adjournment**

At 8:45 p.m., Mr. Jerome moved, and Ms. Feifert Clark seconded, to adjourn.

*Carried 5-0-0*

Respectfully submitted,

Dianne Guillen  
Recording Secretary

Documents:

Agenda  
Briefing Sheet  
Minutes (05-15-17)  
Bill Schedules (05-25-17; 05-31-17; 06-01-17)  
Changes to Student Handbook (SCEL & ES)  
FY17 YTD Budget Report  
SWCEC Third Quarter Report