



# 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, OCTOBER 3, 2016.

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

**Administrator not present** at the meeting was Ted Friend, Superintendent.

**Student Representatives present** at the meeting were Michael Sherman and Madison Troy.

## **Agenda Item 1 – Call to Order**

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

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

## **Agenda Item 4 – Citizen Form**

No one present wished to speak.

## **Agenda Item 4 – Consent Agenda**

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

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

## **Agenda Item 5 – Student Update**

First quarter Progress Reports closed today. Football is going well; however, the game against BVT was rough; Soccer is going well; and Girls Cross Country is undefeated. Students are very excited about Homecoming (October 15) and Spirit Week. Senior seminars take place on advisory days; speakers are very informative and discuss topics such as employability skills, cost of college; and campus life. Seniors had a really good time on their field trip to the adventure park – a lot of staff went and it was cool to join them in team building sessions. The school store seems to be doing well; there are people there every day. The first edition of the school newspaper will be out soon; it's fun to read what everyone is thinking. Students get polled, so the students that are not in that class also have a voice.

## **Agenda Item 6 – Simonian Center for Early Learning and Elementary School Updates**

The teachers at the Simonian Center all say they have the best class ever; students are getting into a routine; inaccessibility of the cafeteria was a little stumbling block, but all is going well now and hot lunch is available; class size comparison from last year to this year was provided; professional development for both buildings will be focusing on Science, Technology, Engineering (STE) standards; we are taking on Atlas Rubicon and curriculum mapping; an e-

mail went out to parents regarding School Council; we are involving parents more in an effort to bridge the communication between school and home life.

The elementary school had a great start to the new year with lots of enthusiasm from the teachers. We are very thankful for the bags of supplies that Life Song Church provided for our teachers to use – they went above and beyond! During the summer, teachers worked on curriculum items; Sandy Loftus worked on STEM and will be providing professional development to staff. We made a change in the Open House format – rather than having Open House on the same evening for grades 3-5, we had it for three consecutive Tuesday nights grade specific. A survey will be sent to parents for feedback as to whether or not they liked this new format. The kids were very excited to have a storyteller in their classroom. The fourth grade students went to Mechanics Hall to hear the orchestra and learn about instruments. The students were excellent and behaved very well. Teachers will work on data analysis for the half professional development day; some are being trained in Foundations and Atlas Rubicon. Tim Frazier and Anne Corron will be providing professional development. Class size comparison from last year to this year was reviewed. The results for PARCC came in and individual reports for each student will be mailed home. Grade 5 chorus will be playing at football game and will be singing at a Bruins game; we are starting chorus for Grade 4. Thank you to the custodial staff who did a wonderful job cleaning and preparing the school over the summer.

**Agenda Item 7 – FY17 Budget Update**

Ms. Konisky reviewed the budget. The school year started off very well.

**Agenda Item 8 – Approve Disposal of Surplus Property**

Ms. Konisky recommended disposing of Bus 2 in accordance with our Disposal of Surplus Property policy.

Ms. Feifert Clark moved, and Mr. Brennan seconded, to approve the disposal of surplus property as recommended by the Business Manager.

*Carried 5-0-0*

**Agenda Item 9 – Approve Purchase of Van**

Our current 2007 Chevy van is in need of immediate replacement. It has over 200,000 miles and the transmission is destroyed.

Mr. Feifert Clark moved, and Mr. Brennan seconded, to approve the purchase of a van as recommended by the Business Manager.

*Carried 5-0-0*

**Agenda Item 10 – Approve Change to Procedures and Guidelines Governing the Use of School Facilities**

Request was made to add an hourly fee of \$40 (with a minimum requirement of 2 hours) to use the athletic fields.

Mr. Edwards moved, and Ms. Feifert Clark seconded, to approve the changes to the Procedures and Guidelines Governing the Use of School Facilities as presented.

*Carried 5-0-0*

**Agenda Item 11 – Review/Approve Superintendent’s Goals**

The goals of the Superintendent were reviewed.

Ms. Feifert Clark moved, and Mr. Tufts seconded, to approve the Superintendent’s Goals as presented.

*Carried 5-0-0*

**Agenda Item 12 – Second Reading of Policies**

A second reading of the following policies was held:

- Drug-Free Workplace Policy (GBEC)
- Teaching About Alcohol, Tobacco, and Drugs (IHAMB)
- Alcohol, Tobacco, and Drug Use by Students Prohibited (JICH)
- Administering Medicines to Students (JLCD)
- Student Activity Accounts (JJF)
- Student Activity Agency Accounts (JJF-R)

The third reading and adoption of these policies will be held at our next meeting on October 24th.

**Agenda Item 13 – Superintendent’s Update**

Due to a personal matter, the Superintendent was not available to present an update.

**Agenda Item 14 – New Business/Agenda Items/Action Items**

None.

**Agenda Item 15 – Adjournment**

At 7:53 p.m., Ms. Feifert Clark moved, and Mr. Edwards seconded, to adjourn.

*Carried 5-0-0*

Respectfully submitted,

Dianne Guillen  
Recording Secretary

Documents:

- Agenda
- Briefing Sheet
- Minutes (09-12-16)
- Bill Schedules (09-15-16; 09-22-16)
- FY17 Year-To-Date Budget Report
- Memo and Disposal of Surplus Property Form
- Memo re: Purchase Van
- Change to Guidelines Governing Use of School Facilities
- Superintendent’s Goals
- Policies