

1 **FRAMINGHAM SCHOOL COMMITTEE MEETING MINUTES**
2 **Desmarais Room – King Administration Building – December 9, 2014**
3

4 **Present**

5 Beverly Hugo, Chair
6 Dr. Eric Silverman, Vice Chair
7 Heather Connolly, Clerk
8 Michelle Brosnahan
9 Andy Limeri
10 Jim Stockless
11 Don Taggart, III
12

13 **Absent**

14 None
15

16 **Also Present**

17 Dr. Stacy Scott, Superintendent
18 Jordan Cline, Student Committee Member
19 Tricia Simeone, Administrative Assistant
20

21 **AGENDA**

- 22 I. Meeting with the Public
23 II. Student Highlights and Recognitions
24 III. Joint Meeting with the FHS Student Advisory Committee
25 IV. Discussion Item
26 A. Parent Information Center
27 B. School Committee Professional Development
28 C. SY2014-2015 Superintendent Goals
29 V. Approval of Minutes
30 A. November 18, 2014 – Revised Open Session
31 B. November 25, 2014 – Executive Joint Session
32 C. December 2, 2014 – Executive Session
33 VI. Report of Committees
34 A. Academic Data Dashboard – Mr. Limeri
35 B. Buildings & Grounds/Capital Budget Subcommittee – Ms. Connolly
36 C. Finance Subcommittee – Ms. Hugo
37 D. District Wellness Committee – Ms. Hugo
38 E. MASC Legislative Liaison – Ms. Hugo
39 F. Policy Subcommittee – Dr. Silverman
40 G. Real Property – Ms. Connolly
41 H. Suburban Coalition – Mr. Limeri
42 I. TEC Board of Directors – Ms. Connolly
43 J. Delegate Assembly Resolution Task Force – Mr. Stockless
44 K. School Lease Task Force – Ms. Connolly
45 VII. Member Reports
46 VIII. Bills and Payroll
47 IX. Adjournment

ACTION

51 The Chair called the meeting to order at 7:10 p.m. Beverly Hugo convened the School
52 Committee with seven members present. The Chair announced that the meeting would be
53 recorded and broadcast live with assistance from the School Committee's FHS-TV Producers.
54 She noted the artwork around the room was that of the Hemenway 5th graders and Cameron
55 Middle School students. The Finance subcommittee previously met this evening and their
56 report is soon to follow.

57

58 Ms. Hugo mentioned that the current social media process is not conducive to families and
59 students. If there is a concern or issue people should immediately bring it to attention of
60 teachers, principals and counselors. The public can also contact the School Committee office at
61 508-626-9121. The new full-time administrative assistant is located in the first door on the left
62 at the King Administration building and can be reached via email at
63 psimeone@framingham.k12.ma.us. Ms. Hugo stated the Committee's job is to enhance the
64 experience and education of children in Framingham. If we are aware of an issue, we will gladly
65 help in a timely fashion.

66

67 In response to recent social media, Ms. Hugo said she would like to form a Communication and
68 Public Relations Task Force. She will name three members from the School Committee and
69 would like members of the public to apply. Letters of interest can be sent to Ms. Simeone. The
70 aim of the task force is to increase communication and decrease misconceptions.

71

I. MEETING WITH THE PUBLIC

72 Chair Beverly Hugo noted that the first 15 minutes of every regularly scheduled meeting are
73 reserved for members of the public who want to comment on a topic within the School
74 Committee's purview.

75

76 Gerry Bloomfield, Framingham resident, addressed the Committee stating they are successful in
77 attracting students and employees but there are critical needs in the Town school systems. He
78 noted the Fuller project costs and occupancy issues. With enrollment growth there is an impact
79 of Chapter 70 funding shortfalls and Circuit Breaker formula percentage changes. He noted the
80 use of Fuller for both day and night time students and their leaking roof. He believes the Town
81 cannot keep up with growing costs and asks the School Committee to be both prepared and
82 informed to make the right decisions. He said Hemenway and Brophy are being used as long
83 term solutions when they should have been temporary options. If the Fuller replacement
84 project is delayed then it will also delay other replacement projects.

85

II. STUDENT HIGHLIGHTS AND RECOGNITION

86
87 Dr. Scott recognized some good things that are happening and noted the success of the tree
88 lighting event at Nevins Hall on Friday night with Cloud 9, the show choir, and jazz ensembles
89 performing. Samantha McCollum and Jamey Miller performed at the Massachusetts
90 Educational Theater Guild earning honorable mention for their scene from Almost, Maine. The
91 Shrek musical at Walsh Middle School will be performed Friday at 7, and on Saturday at 2 and 7
92 p.m. The choral and orchestra concert is Wednesday night at 6:30 p.m. and the instrumental
93

94 program is on the 17th at 6:30 p.m. Cameron and Walsh have their musical concerts on
95 December 18th.

96
97 Dr. Scott presented a list of recognition items that were submitted by Principal Goldberg. The
98 following student athletes were selected to the Fall 2014 Bay State League All Stars: Tyler Anes
99 and Max Ferrari, golf; Bailey Donnelly, Kate Kelly, Rachel Wagner and Kristin Wilder, field hockey;
100 Cassio Daros, Renato Dias and Matheus Moreira, boys soccer; Maddie Biron, Halia Bower, Ali
101 Lie, Kara McCurdy and Emily Osborne, swimming and dive. The Framingham High School
102 Weightlifting Team participated in the North Shore Weightlifting Classic competition in
103 Danvers. Each competitor won a medal in their weight class. Janella Tibbetts and Peter
104 Robinson qualified for the Junior National Championships in Oklahoma. The weightlifting team
105 is made up of current students, staff, recent graduates and members of the community.

106
107 The FHS Quiz Bowl Team, led by Dr. Langdon, advanced to the televised round of competition
108 at WGBH. The team will put together a small contingent and will provide the names of the
109 students at a later date. The Mazie program awarded Mayza Barroso for the A+ award. Jack
110 Agrasuta, "Step Up To Excellence" student, won the Posse scholarship to Dennison University.
111 The Posse Foundation identifies students with extraordinary academic and leadership potential
112 and extends these students the opportunity to pursue personal and academic excellence. Dr.
113 Scott congratulated all students, staff and former alumni who participated in these events.

114

115 **III. DISCUSSION ITEMS**

116 **A. PARENT INFORMATION CENTER**

117 Ms. Magaly Sanchez, Director of Family and Community Engagement, will be present to discuss
118 kindergarten registration and current happenings in the Parent Information Center.

119
120 Dr. Scott stated that Ms. Sanchez joined FPS earlier this year, upon the retirement of Dr. Anna Cross.
121 Ms. Sanchez performed an audit on the Family and Community Engagement work, which included an
122 assessment of current practices. Her presentation is of the audit, its findings of concern, and
123 successes and aspirations of the department.

124
125 Ms. Sanchez, Director of Family and Community Engagement (FACE), thanked the Committee and Dr.
126 Scott. She is in charge of the Parent Information Center (PIC), Early Childhood Alliance, Parent and
127 Home Childcare Program (PHCP) and the attendance of all K-High School students up to 16 years of
128 age. The goal of the review is to better understand PIC, analyze information and provide purposeful
129 recommendations. She reviewed documents and data, held interviews with PIC staff, submitted a
130 questionnaire for a better understanding of processes and performed site visits. Current enrollment
131 data at FPS, which can be found on the Department of Education website, shows that enrollment is
132 consistently flowing, with a significant increase throughout the years. There are currently 8471
133 students in the district. From June 20th to December, they registered 491 new students. PIC
134 Kindergarten enrollment has increased to approximately 760 students, with capacity for 800.

135
136 PIC opened 16 years ago and was primarily focused on the enrollment of students and the payment
137 process. They are able to support families during their office hours from 8 a.m. to 4 p.m., Monday
138 through Friday. Currently, there are four PIC staff members whose jobs, duties and responsibilities
139 are more than just enrollment. These include registration and placement, answering the diverse
140 concerns of parents, and being a welcoming committee for new parents and students.

141
142 Ms. Sanchez found that there were opportunities for enhancement in technologies, staffing,
143 consistent practices, transportation and the McKinney Vento program. Pre-registration has begun
144 and it was noted that it is currently a paper and pen process. In collaboration with the technology
145 department, they are trying to develop and implement a technological infrastructure that can handle
146 the registration process. Automating McKinney Vento will help to maintain the act, provide better
147 data, and the ability to predict costs more accurately.
148
149 Ms. Sanchez noted positive observations as the staff has a “can-do” attitude. They work hard and
150 she is proud of what they do as there is a strong sense of collaboration. They are always looking for
151 ways to automate their work. The goal is to develop and implement the registration process in a
152 parent friendly language where parents understand what they do, how they do it, and how it impacts
153 them. FACE is actively engaged with the bilingual department and transportation. Everything they
154 provide is available in all languages that they service.
155
156 FACE needs a strong strategic plan that is aligned to excellence and the 20/20 vision. They are
157 currently welcoming the class of 2028 as pre-registration has already begun. There is a kindergarten
158 fair on January 15th and they are looking to increase their community partnership. They hope to
159 increase student attendance and enhance the program through district policies and state guidelines.
160 Ms. Sanchez believes that “when you learn, teach, when you get, give”.
161
162 Ms. Hugo thanked Ms. Sanchez for her presentation and said her enthusiasm is contagious. They use
163 a lot of creativity with their limited resources. She asked MS. Sanchez to provide their contact
164 information and Ms. Sanchez said people can reach PIC online or at 508-424-3507. Mr. Taggart
165 stated the presentation was an excellent piece that is user friendly and reaches out to everyone. PIC
166 is a positive place to start. Ms. Taggart asked for an explanation as to what the McKinney Vento
167 program for the homeless is. Ms. Sanchez explained that it is a law that protects all homeless
168 students throughout the country. They provide services in two areas, through the liaison in her
169 department and the social worker in Health and Wellness. She has one staff member that handles all
170 registration and transportation for this program. They cover all students within the Town of
171 Framingham that have temporary housing. Mr. Taggart suggested the use of a form so parents can
172 sign up for free and reduced lunches noting that if the paperwork is completed at the initial set-up
173 process it can reduce issues down the road.
174
175 Mr. Stockless said this was very important information. He asked if the technology upgrade was a
176 hardware, software, or staff issue. Ms. Sanchez said it is currently a software issue but will need to
177 be trained to the staff once it goes into effect. Dr. Scott said until the budget freeze opens up, it is
178 important to realize there are difficulties in not allowing the hiring of a programmer who can retrofit
179 the software programs to be able to talk to each other. Dr. Silverman thanked Ms. Sanchez and it is
180 outstanding work with a broad spectrum of services. The presentation dovetails the Chairs
181 presentation of a communication task force and he is hopeful her team can join. Ms. Connolly
182 agrees with Dr. Silverman and asked where the Parent Child Home Program is publicized and how
183 parents get involved. Ms. Sanchez explained they are on the website with strategic plans and goals.
184 They are expecting funds to develop, implement, and provide parent friendly information. Mr.
185 Limeri said her office is superb in taking over after Dr. Cross. McKinney Vento’s intent of the law is
186 that if the state cannot place homeless families in town they live, they give the family the right to
187 choose to go to school in town they are placed in or town they call home. Dr. Scott added that it is

188 helpful that the state provides funding but if a child from Springfield is placed in Framingham then
189 we are responsible for driving the student to and from school in Springfield. Ms. Brosnahan asked
190 how many of the 304 students are transported out of district. Ms. Sanchez noted that 28 students
191 are housed in other cities that travel back to Framingham and there are currently 56 students in
192 Framingham that are transported back to their original community.

193

194 **B. SCHOOL COMMITTEE PROFESSIONAL DEVELOPMENT**

195 The School Committee will discuss recent professional development including the MASC / MASS Joint
196 Conference.

197

198 Mr. Limeri, Mr. Taggart and Ms. Hugo attended the MASC / MASS Joint Conference on November 5-
199 8, 2014 in Hyannis. Mr. Taggart stated this was his first conference and all items fall under the
200 umbrella of communication. Speaker Douglas Stone gave each attendee a copy of his book, "Difficult
201 Conversations: How to Discuss What Matters Most". The book details the thought process of giving
202 feedback versus receiving feedback and how the same message is received differently by people.
203 There was a lot of discussion about social media and developing a message. Panorama Education
204 presented on student feedback, ways to obtain feedback on a specific subject matter, the
205 presentation of the subject matter and information from a variety of sources. They believe in
206 opening one's mind to more affective, straightforward communication and listening. Ms. Hugo
207 noted their PowerPoint presentation is available on the MASC website.

208

209 Mr. Limeri also attended the presentation on "Difficult Conversations," and learned how to talk to
210 someone about unpleasant news. He believes it would be useful to add a mechanism for student
211 feedback, strategic planning for budgets and long term planning. He attended a session on the legal
212 procedures pertaining to open meeting laws, as well as a SPED transition plan for children with an IEP
213 and their transition plans post-graduation.

214

215 Ms. Hugo stated the conference took place November 5-8 in Hyannis and the legislative assembly
216 passed all of our resolutions. The conference discussed how districts must provide instructions
217 during suspension and gave a seminar on how to blog and tweet. The Department of Elementary
218 and Secondary Education discussed how to navigate their website. Labor Relations talked about how
219 to collaborate, communicate and IBB. Ms. Hugo moderated a discussion on test audits for
220 performance improvements which discussed more learning and less testing. They were able to
221 network at division meetings with over 50 committee members from across the state and discussed
222 best case practices. Student Stress and Support was presented by Judith Styer, our director of Health
223 and Wellness. Coach Herman Boone led an inspirational and thought provoking presentation on
224 forming a team of diverse thinkers, dealing with adversity and forming a common bond to achieve a
225 common vision. The Commissioner of Early Education and Childhood spoke about the important of
226 early intervention for success. Ms. Hugo noted that the Division 2 meeting elected Jim Stockless as
227 the Chair and he will be the head of 40 communities in Boston and the Metropolitan area. A Student
228 Stress panel discussed how students are not handling stress and best case practices. They attended
229 a lunch with college and high school students who discussed how Committees can help improve the
230 school environment. The Committee learned about adding best case practices, updating practices
231 and policies, and providing a better understand of the role as a school committee member. Overall it
232 was a worthwhile experience and the Chair encouraged all members to attend next year.

233

234 Mr. Limeri added that he attended the Superintendent Evaluation forum. He congratulated Ms.
235 Hugo on being elected as Secretary - Treasurer of the MASC. She noted that in terms of cost saving
236 measures, the state will pay for her to travel and attended all future conferences.

237

238 **C. SY2014-2015 SUPERINTENDENT GOALS**

239 The School Committee and Superintendent will discuss the revised school year 2014-2015
240 Superintendent Goals. The Superintendent will answer any questions the School Committee may
241 have.

242

243 Dr. Scott stated these were voted on in a subsequent meeting but his goals are the long range
244 strategic plan, district improvement plan and other plans. We use the state evaluation system for all
245 members of the district. By following the rubric in all areas we should function well and the Board
246 has the ability to rate him on all components. The evaluation system gives 3 categories in terms of
247 growth; 1) is professional practice, 2) the district goals, 3) the student learning goal. He owns all data
248 points and therefor there are sub-components of his goal to look at and measure. Dr. Scott added
249 that it is not about listing the goals, but using an effective system the state has brought about and
250 how he manages the system overall.

251

252 Ms. Hugo said at the will of Committee they would like to vote again.

253

254 **MOTION: Moved by Mr. Limeri and seconded by Mr. Stockless to approve the**
255 **amended SY2014-2015 Superintendent Goals. Discussion: Mr. Limeri stated the**
256 **Commonwealth does not expect the Committee to rate the Superintendent on all**
257 **aspects but they should discuss with Dr. Scott which aspects to rate him on. Ms. Hugo**
258 **said there are 41 indicators and they will rate Dr. Scott at the end of March, before**
259 **electing new members to the Board. Vote: Ms. Brosnahan, Ms. Connolly, Ms. Hugo,**
260 **Mr. Limeri, Dr. Silverman, Mr. Stockless and Mr. Taggart voting in favor; 7-0-0.**

261

262 Ms. Hugo added that they are following the appropriate guidelines of MGL Chapter 71, Section
263 59, that upon the recommendation of the Superintendent, the School Committee may appoint
264 an Assistant Superintendent. The negotiations are still ongoing. After an agreement of the
265 contract, Dr. Scott will announce the candidate who has an anticipated start date in February.

266

267 **IV. JOINT MEETING WITH THE FHS STUDENT ADVISORY COMMITTEE**

268 The School Committee schedules five meetings a year with the Student Advisory Committee.
269 The students present their agenda if they have items.

270

271 The FHS Student Advisory Committee did not attend the meeting. The School Committee's FHS
272 Student Representative, Jordan Cline, reported that the senior class had a successful movie
273 night with Chipotle and raised nearly \$1,000. Students are looking forward to the upcoming
274 ugly sweater day. He will be meeting with seniors to discuss the decreased level of
275 participation from the junior to senior year as prom costs approximately \$7K. Seniors are
276 working on their cotillion and obtaining permits for the carnival theme. The sophomores
277 ordered sweatpants. The junior spring fling is fast approaching and the freshman class elected
278 Hanna Wade and she is currently the only female class president. Mr. Cline said all classes are
279 doing well and working hard to keep the school running.

280

281 Ms. Hugo noted several upcoming events. The MASC Board of Directors is meeting on
282 December 10th at 6 p.m. in Marlborough. The Foundation Budget Review Commission will have
283 a meeting on December 15th at the TEC High School in Somerset. There is a joint contractual
284 meeting with the FTA on December 16th at Town Hall and a possible joint meeting with the
285 Board of Selectmen later this month. Upcoming School Committee meetings are January 6th
286 and January 20th. The first meeting of February and March may require a date change and the
287 Committee will schedule FY16 Budget forums.

288

289 **V. APPROVAL OF MINUTES**

290

291 **A. November 18, 2014 – Revised Open Session**

292 Mr. Limeri noted the November 18, 2014 minutes were approved with recommended changes at the
293 meeting on December 2, 2014. No vote was taken.

294

295 **B. November 25, 2014 – Executive Joint Session**

296

297 **MOTION: Mr. Limeri stated there were several substance changes to the minutes and**
298 **he recommended they should be withdrawn. Mr. Limeri withdrew the motion to**
299 **approve the November 25, 2014 joint executive session minutes. Vote: Ms.**
300 **Brosnahan, Ms. Connolly, Ms. Hugo, Mr. Limeri, Dr. Silverman, Mr. Stockless and Mr.**
301 **Taggart voting in favor to remove; 7-0-0.**

302

303 Mr. Limeri noted the October 9, 2014 executive session minutes also require amendments and
304 should be added to the Executive Session meeting on January 6, 2014.

305

306 **C. December 2, 2014 – Executive Session**

307

308 **MOTION: Moved by Mr. Limeri and seconded by Mr. Taggart to approve the**
309 **December 2, 2014 executive session minutes. Discussion: None. Vote: Ms.**
310 **Brosnahan, Ms. Connolly, Ms. Hugo, Mr. Limeri, Dr. Silverman, Mr. Stockless and Mr.**
311 **Taggart voting in favor; 7-0-0.**

312

313 **VI. REPORT OF COMMITTEES**

314 **A. Academic Data Dashboard – Mr. Limeri**

315 No report.

316

317 **B. Buildings & Grounds/Capital Budget Subcommittee – Ms. Connolly**

318 There is no meeting planned but they hope to meet after January 10th to hear about the
319 happenings with the Fuller / Farley campus. Dr. Scott said he is eagerly waiting for the MSBA to
320 respond to their request on the replacement project. They have written a letter to Legislators
321 letting them know this is a critical priority project and it is clear the school needs to be
322 replaced. Hemenway is 2nd in line for replacement and it can begin once they move on the first
323 project. The Committee is working aggressively to keep these projects moving forward.

324

325 **C. Finance Subcommittee – Ms. Hugo**

326 No report. The subcommittee met at 6 p.m. tonight. They discussed FY15 year-to-date
327 financials on salaries, additional salaries, expenses, revolving accounts, federal and state grants,

328 the multi-year utility comparison, SPED out-of-district budget, and the SPED actual and projects
329 expenses. The minutes will be ready shortly.

330

331 **D. District Wellness Committee – Ms. Hugo**

332 Ms. Hugo noted there is ongoing work with National Nutrition guidelines and student stress and
333 supports.

334

335 **E. MASC Legislative Liaison – Ms. Hugo**

336 The Foundation Budget Review Commission is meeting December 15th with 5 more meeting
337 through February. There is a new law on providing education on students that have been
338 suspended.

339

340 **F. Policy Subcommittee – Dr. Silverman**

341 Dr. Silverman said they will meet in early January to address a series of policies, including a
342 district wide social media policy. Dr. Scott noted they are hiring a PR staff person who will be
343 announced in several weeks and has an anticipated start date in January. Dr. Silverman said the
344 policies up for review are social media, personnel in the athletic department and coaching, and
345 the state mandate on CORI / fingerprinting. The topics will be announced once the agenda is
346 approved.

347

348 **G. Real Property – Ms. Connolly**

349 No report.

350

351 **H. Suburban Coalition – Mr. Limeri**

352 Ms. Hugo reminded the audience to save the date of February 11, 2015, 7:30 p.m. at the
353 Newton Marriot.

354

355 **I. TEC Board of Directors – Ms. Connolly**

356 The next meeting is scheduled in January and they will continue to meet until June.

357

358 **J. Delegate Assembly Resolution Task Force – Mr. Stockless**

359 Mr. Stockless noted McKinney Vento will be discussed and Ms. Hugo noted a resolution is due
360 by June 1, 2015.

361

362 **K. School Lease Task Force – Ms. Connolly**

363 No report.

364

365 Ms. Hugo reminded the public about the start of a new Communications Task Force.

366

367 **VII. MEMBER REPORTS**

368 Dr. Silverman noted that recent discussion on the Chat on Framingham Public Schools Facebook
369 blog references the state of restrooms in several schools. He asked if Dr. Scott can appropriate
370 members to assess this and look at the state of the restrooms in these schools so they are both
371 welcoming and appropriate.

372

373 Mr. Limeri clarified the new Communications Task Force

374

375 Ms. Brosnahan reminded the public to enter their school name when shopping online so the
376 school can receive credit.

377
378 Ms. Hugo attended the Woodrow Wilson family potluck night. Congresswoman Catherine Clark
379 toured the King Elementary School. She was impressed by the maker space section and how
380 the school district is accommodating students of high needs. Governor Patrick, Dr. Scott and
381 Ms. Hugo attended a meeting with SMOC where they announced an initiative to house
382 homeless families. Ms. Hugo thanked her colleagues, the press and the loyal viewing audience,
383 wishing everyone a joyous holiday season.

384

385 **VIII. BILLS AND PAYROLL**

386 The Chair asked members to remain after the meeting to review and sign warrants.

387

388 **IX. ADJOURNMENT**

389 The Chair asked for a motion to adjourn.

390

391 **MOTION: Moved by Mr. Taggart and seconded by Ms. Brosnahan that the School**
392 **Committee adjourn the meeting. Discussion: None. Vote: Ms. Brosnahan, Ms.**
393 **Connolly, Ms. Hugo, Mr. Limeri, Dr. Silverman, Mr. Stockless and Mr. Taggart voted in**
394 **favor; 7-0-0.**

395

396 The meeting adjourned at 8:43 p.m.

397

398 *These minutes were approved by the Framingham School Committee at the meeting of January*
399 *6, 2015.*

400

401 *A copy of the minutes was forwarded to the Office of the Town Clerk on January 9, 2015.*

402

403 **MEETING DOCUMENTS**

404 Family and Community Engagement Update presentation

405 FY15 Superintendent Goals

406 November 25, 2014 Executive Joint Session minutes

407 December 2, 2014 Executive Session minutes

408 FPS Letter to Legislators