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Framingham Public Schools  
Robert A. Tremblay, Ed.D.,  
Superintendent of Schools

**SCHOOL COMMITTEE**

Priscila Sousa, Chair • Jessica Barnhill, Vice Chair  
Adam Freudberg • David Gordon • Beverly Hugo • William LaBarge  
Tiffanie Maskell • Jennifer Moshe • Valerie Ottaviani  
Charlie Sisitsky, Mayor

Farley Building, 19 Flagg Drive, Framingham, MA 01702  
Telephone: 508-626-9121 | [www.framingham.k12.ma.us/schoolcommittee](http://www.framingham.k12.ma.us/schoolcommittee)

**SCHOOL COMMITTEE: OPEN MEETING MINUTES**

<b>DATE AND TIME:</b>	June 29, 2022 at 7:00 p.m.
<b>LOCATION:</b>	Remote
<b>MEETING CALLED BY:</b>	Chair Priscila Sousa
<b>PRESENT:</b>	Jessica Barnhill Adam Freudberg David Gordon Beverly Hugo William LaBarge Tiffanie Maskell* Jennifer Moshe Valerie Ottaviani Priscila Sousa Mayor Charlie Sisitsky
<b>ABSENT:</b>	None
<b>ALSO PRESENT:</b>	Dr. Robert Tremblay, Superintendent Nilufar Noorian, Student Advisory Chair Lincoln Lynch, Executive Director of Finance and Operations Joanna Hastry, Executive Assistant for the School Committee

Call to Order

The Chair called the meeting to order at 7:10 p.m., noted all in attendance and said that School Committee members Tiffanie Maskell and Student Advisory Chair Nilufar Noorian were joining remotely. She said that the meeting is being broadcast live on the Government Channel and can be viewed Live on Facebook on the Framingham Public Schools Facebook Page. She noted information on how to participate in public comment through Zoom and said that Facebook comments are not the formal way to participate in public comment since there are voice options through Zoom. She asked for a moment of silence to think about all those lost and who are suffering in our community, nation, state, nation, and world.

Introduction of the New District 2 School Committee Member

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The Chair introduced new District 2 member David Gordon who was elected by a unanimous vote of the School Committee and City Council on June 21st. David Gordon said that he is excited to work with all involved in areas that impact students and looks forward to hearing different voices and bringing his perspective from his work and life experiences.

## Public Comment

Robert Bolles welcomed the new School Committee member.

## Presentation on the Framingham Teacher Residency

Framingham State University Professor Kelly Matthews and Professor Wardell Powell, Associate Director of Human Resources and Talent Development Tiago Gadens, and Coordinator of Talent Acquisition, Learning and Growth Everton Vargas de Costa spoke to the Framingham Teacher Residency and the AmeriCorps Grant that will fund most of the program expenses. They shared a presentation that included partners, the goals, what a teacher residency is, National Center for Teacher Residencies Overview, AmeriCorps Three-Year Grant provisions, Teacher Residents' commitment, and contact information for those involved.

## Announcements from the Chair

The Chair noted that the School Committee met earlier tonight in Executive Session to discuss strategy with respect to collective bargaining and litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declared; specifically on the Unit B and Unit S MOU, to consider the purchase, exchange, lease or value of a real property if the Chair declared that an Open meeting may have a detrimental effect on the negotiating position of the public body pursuant to G.L. c. 30A, § 21(a)(6), specifically in regards to Mass Bay Community College's lease of the Farley Building located at 19 Flagg Drive; and for approval of Executive Session minutes pursuant to G.L. c. 30A, § 21(a)(7) and G.L. c. 30A, s. 22(g)(1), specifically May 4, 2022 and June 15, 2022.

## Mayor's Update

Mayor Sisitsky said that there have been two meetings so far with the Sisters of St. Joseph and their associates in regards to purchase of the Bethany Hill property with the goal of the City's purchase of that property for an elementary school and early education center. He said that they are working to finalize plans with the engineers, including the City's edits to include property lines with outlets to certain streets, and the plans will then need to be signed by the Planning Board to go forward with an appraisal. Discussion of the importance of the plan edits to include the outlets, how there is not a projected timeline yet, and how there were several plans discussed, but the majority of them revolve around 30-32 acres of land that could include buildings and fields.

## Remarks from the Student Advisory Committee (SAC)

SAC Chair Nilufar Noorian welcomed the new School Committee member David Gordon.

## Superintendent's Update

Update from the Safety and Security Department

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Director of Safety and Security Scott Penrod shared a presentation that included highlights from 2021-2022, FY22 appropriations including PPE ordering, storage and distribution, alarm system upgrades, improved CCTV coverage, reaccessing new access control points, rekeying school entries, among other items, looking ahead in FY23 including third party assessments, reunification plans, and ALICE training, among other items, and COVID-19 and Police and Fire Department updates.

Members asked if there are sensors when doors are propped open and if they are monitored, if the police are aware of the lockdown procedures for the District, where the all call goes to, and information about the ALICE and lockdown training, including if teachers all get the same training, how often training occurs, and how students are informed of the procedures. Mr. Penrod said that there are alarms if doors are propped open, but not at every school, and there are staff that make sure that they are working. He said that the police go through ALICE training with the District, use the same language, and have the District's Emergency Plans. He said that all staff are given the same training; with a computer training every year and a practical training every other year due to not having enough trainers. He said that there are discussions happening, including a meeting with the Health and Wellness Director, on how to inform students at all levels of the processes. He said that they debrief after any incidents on where the breakdowns are and what needs to be worked on, emergency response plans are posted in each classroom with translation, and the all call informs the whole building with a code needed to access the all call.

Member questions continued including if there is a budget in place to support adding more video surveillance, such as blind spots or in parking lots, if police have access to the floor plans to all buildings, and if they use programs such as Be Safe. Mr. Penrod said that they do use the Be Safe program and police and fire have access to the floor plans and to all schools 24/7. He said that he has been working with each school's administration on prioritizing cameras as well as has an assessment scheduled this summer for four elementary schools and two middle schools, but noted that there is only so much funding and time. Mr. Freudberg noted, as the liaison to the Youth Council, that at their recent meeting they advocated for more cameras in parking lots due to incidents, and requested that there be an update after the assessments to discuss any budget needs and recommendations. Ms. Maskell commented on items she has been witness to including ensuring all custodians have updated crisis management lists and contacts, as they are often one of the first lines of defense, and making sure alarm systems are functional and are able to be turned off if it is not an emergency situation. Members spoke to the importance of relationships, how to encourage staff to relate to students as relationships are important and could help stop incidents before they happen, and asked if we have adequate social and emotional supports for the students in our schools, if there a method for students, staff, and adults to report, possibly unanimously, if they have concerns, and if there is a need for any more funds in the budget for either of these. Dr. Tremblay said that they have added a lot of staffing for mental health support and hired a new Director of Health and Wellness whose background is in social emotional work and counseling. He said that they can look into adding something on the website for reporting, but they would also have to consider how and by whom it would be monitored. He said that the FY23 budget that was approved, as well as

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grants, included the additional supports that were added, but they can evaluate and report on any additional funds needed for the FY24 budget.

## COVID-19 Testing

Mr. Freudberg said that this is the first update on COVID-19 since the state has ended the support for free test kits and pooled testing, which he believes helped to reopen the schools, and spoke to how the public dashboard was also important for parents to keep informed on how many cases there were in the schools along with other data. He asked what the District's response will be to the new State change and if there will be any additional measures beyond symptomatic rapid tests, such as a District wide breakdown of Wastewater COVID-19 tracing or other data, in order to keep everyone safe and informed to make decisions. Dr. Tremblay said that they have 4,000 test kits for asymptomatic testing and are working with the City to procure more for the Fall. He said that they just hosted a COVID-19 vaccination clinic with the Department of Public Health with translation support and there will be another one for those to get a second vaccination. He said that he can raise additional measures, such as testing the wastewater, with the Department of Public Health, but for now the focus is on symptomatic testing. Mr. Penrod spoke to the air purifiers in the classrooms and said that they get vacuumed out once a week and the secondary filters get changed out once a year or when the machine alerts to needing it.

## Discussion and Vote on the Superintendent's Annual Summative Evaluation

The Chair said that consistent with State Law and the Superintendent's contract his evaluation is completed every June. She said that all School Committee voting members participated, the voted on process at the Superintendent's recommendation was used, and all responses were first released to the public and the City Clerk and then to the School Committee, with the overall summative performance rating of exemplary.

**Motion:** To approve the Superintendent's summative evaluation with the edit under Step 3 as described.

**Moved:** Ms. Ottaviani      **Seconded:** Mr. LaBarge

**Discussion:** Discussion occurred on how Mr. LaBarge's evaluation mistakenly left out a score on Step 3 which should have been checked as exemplary, which would change the Superintendent's overall score from a 50% to 62.5% of exemplary. Motion was amended to include this updated scoring.

**Roll Call Vote:** Unanimous (9-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Maskell, Barnhill, LaBarge)

## Discussion and Vote on Handbooks

The Chair said that the Teaching and Learning Subcommittee met yesterday afternoon to review the handbooks and it was decided to postpone the approval to July 27th in order to allow time for the feedback and questions asked to be incorporated into the handbooks and for another review by the Teaching and Learning Subcommittee prior to the full committee vote. Teaching and Learning Subcommittee Chair Jessica Barnhill noted that the current handbooks are ready for all members to review, there will be updated versions based on the feedback at yesterday's meeting that will be first reviewed by the subcommittee and then the full committee, and asked

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for members to send any comments or questions as each member has their own views and interests with the schools.

## Executive Director of Finance & Operations Update

### FY22 Operating Budget and End of FY22 Close Out Actions

Executive Director of Finance and Operations Lincoln Lynch said that the FY22 YTD was included in the packets and they are still working with the City's Accounting Department to make journal entries so the numbers shown will shift around. He said that the projections are still tracking where they were four or five months ago when they were first presented. He went over the FY22 Budget Closeout Memo that was included in packets including that there is currently \$1.7 million available in the Operating Budget, although that will not be closed out for several months, the Circuit Breaker plus Operating Budget available amount is \$3.65 million, but \$2.5 million of the Circuit Breaker funds were already voted to balance the FY23 Budget which leaves a true Circuit Breaker Reserve of \$1.15 million. He said that he is requesting approval for any shifts from the expense side to the salary side or vice versa and for anything above the \$2.5 million in Circuit Breaker, that is already earmarked to balance the FY23 Budget, to be carried over for the next year's Circuit Breaker account.

Mr. Freudberg said that he thinks there are two motions needed for tonight: the first motion to vote favorably to allow Mr. Lynch to make any transfer of funds between the salary and expense side if necessary to close out the 21/22 fiscal year and a second vote to decide what to do with remaining \$1.1 million available balance. He suggested considering splitting that amount into a few different aspects: \$200,000 to the Building and Grounds Revolving Fund to cover additional costs for the Barbieri cafeteria project, \$529,000 for the Circuit Breaker, and \$416,786 back to the City Free Cash Account for expenses that were saved from the bus contract which is a joint contract between the City and District. Mr. Lynch spoke to the escalation of costs in the bid for the Barbieri project, and in response to a member question, said that it is a \$158,000 increase from the last projection. Members expressed hesitation on giving funds back to the City as there are many things that it could be used for in the District, such as items recently brought up in the Title IX audit, as well as the projections could still change and there may not be as large of an available balance. Mr. Gordon spoke about considering whether certain capital projects should be earmarked for later due to the constant escalating costs and possibility of being able to complete them in the future for less money. Mr. Freudberg asked if July 15th is still the City's deadline, as it had been in the past, to be able to apply for the Free Cash classification to DOR, and said that he suggested sending available funds back to the City due to the fact that there is a \$1.2 million Stabilization Fund for Special Education that has never been touched, the shared bus contract savings with the City, and the fact that the City used funds from the Free Cash Account within the budget. Mr. Lynch said that he is not aware of a July deadline and that they will likely be working on closing out the FY22 Budget through October.

**Motion:** To vote favorably to allow Mr. Lynch to make any transfers of funds between the salary and expense side, if necessary, to close the 2021-2022 fiscal year per Policy DBJ and to allocate \$2.5 million of the available Circuit Breaker funds to balance the FY23 Budget request.

**Moved:** Mr. Freudberg

**Seconded:** Mr. LaBarge

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**Discussion:** Ms. Sousa said that this was not the full motion that was included in the memo and asked how it will impact closing out the year. Mr. Lynch said that it is just a recommended vote, but he would recommended to include a vote on the \$2.5 million to balance the FY23 Budget. Mr. Freudberg noted that this was already voted on as part of the FY23 Budget. Motion amended. Discussion to table the conversation to a future meeting to discuss what to do with the available balance of \$1.1 million.

**Roll Call Vote:** Unanimous (9-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Maskell, Barnhill, LaBarge)

## FY23 Operating and Capital Budget

Mr. Lynch said that they just opened the FY23 Operating Budget today for staff to be able to start entering requisitions and purchase orders.

## Transportation Update

Mr. Lynch said that they recently learned that the Director of Transportation's official last day is tomorrow and due to needing to have a leader in that position for the transportation of all the summer programs they have moved the current Transportation System Director, Angela Furtado, into the Interim Director role. He spoke to Ms. Furtado's experience as a previous bus driver, relationship with the drivers and transportation company, and involvement in the day to day operations. Ms. Ottaviani spoke to her experience riding the bus, how it was apparent that drivers need to focus on safety and transporting the students to and from schools, and that monitors are needed. Mr. Lynch spoke to how it has been hard to find monitors and that there is a taskforce in place with the District and the transportation company (NRT) to set goals and discuss concerns. He said that they will be meeting in July and he can report back to the committee after this meeting, and noted that this may require an addendum to the contract if NRT is to hire and staff monitors. Ms. Moshe asked if the Director of Transportation position had been posted and if there were any applicants, as well as if there is an update on looking to see if NRT could take on this role. Mr. Lynch said that they did not have time to do a full search for the position which is why they now have an Interim position, and they will be reassessing after the summer. He said that the District is working on a detailed scope of service for NRT to capture everything that would be required for them to take over, including a different tracking app, and they would then provide an estimated cost to do so. He noted that if that change would be made it would be more than just a monetary change and could mean changes for families whose students ride the bus.

## Election of the Clerk and Swearing in of the Clerk by Mayor Sisitsky

The Chair said that the position of the Clerk is currently vacant and there can be nominations to fill that position. Mr. Freudberg said that before there are any nominations he thinks it's important to define the role of the Clerk; it is very vague within the policies and doesn't have much definition. Ms. Hugo said that within the policies it appears that the definition is the same as what the Executive Assistant does and suggested referring the policies to define the role before voting to fill the position. Ms. Sousa said that she was the Clerk last term and a large part of the role is reviewing minutes, which she now has been covering on a temporary basis with the expectation that someone would be elected today and would take over that role. Ms. Moshe said that someone should still be elected this evening, the role can be further

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defined with the new Clerk, and that role should not be vacant now that there is a full committee. Mr. Freudberg said another thing that should be defined within the role is based on the advice of the City Solicitor and MASC who has advised that the Clerk should not be part of leadership meetings with the Chair and Vice Chair in between meetings, as public bodies shouldn't be meeting in private with a third of its group. He said that many public bodies do not have a Clerk and there is no requirement in the Charter that requires one.

**Motion:** To table a vote on the Clerk until a specified date so the Policy Subcommittee can review the policies prior to the next meeting.

**Moved:** Ms. Hugo                      **Seconded:** Mr. Freudberg

**Discussion:** Ms. Ottaviani suggested that if this had been brought up prior there could have been a discussion about the process earlier. Mr. Freudberg said that he brought this up to the Chair when he first heard of the vacancy a few weeks ago. Ms. Sousa said that she does not recall any conversation about the specific role of the Clerk. Discussion occurred on if discussion is allowed during a vote to table, with Policy BEDH being referenced on allowing discussion. Members spoke of not voting in agreement to table this and that there should be a vote on a Clerk tonight, but the policies should still be referred to further define the role. Ms. Maskell said that she is unsure why there is a rush to nominate a Clerk, what minutes need to be reviewed prior to the next meeting, and that the role should be set up for success prior to nominating someone. Ms. Hugo **withdrew her motion to table.**

The Chair said that she is opening up the meeting for nominations.

**Motion:** To elect Tiffanie Maskell as the Clerk for the rest of the term.

**Moved:** Ms. Maskell                      **Seconded:** Mr. LaBarge

**Motion:** To elect Valerie Ottaviani as the Clerk for the rest of the term.

**Moved:** Ms. Moshe                      **Seconded:** Ms. Barnhill

**Motion:** To close the nominations for election of Clerk.

**Moved:** Ms. Barnhill                      **Seconded:** Mr. LaBarge

**Roll Call Vote:** Unanimous (9-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Maskell, Barnhill, LaBarge)

Ms. Hugo asked for the two candidates to speak on why they would like the position of the Clerk. Ms. Maskell said that there has been a 5-4 member split since the election of the Chair and Vice Chair and it is important that there are different voices on this three member group. She said that this is her fifth year as a School Committee member and values this position. Ms. Ottaviani said that she has thoroughly enjoyed every bit of time working with the School Committee, doing a lot of research, working with the Superintendent and other departments, and visiting the schools. She said that she thinks she would bring to this position her traits of being detail oriented and being organized.

Chair Sousa called upon members in district order to cast their votes;

Beverly Hugo, D1- Valerie Ottaviani

David Gordon, D2 - Valerie Ottaviani

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Jennifer Moshe, D3- Valerie Ottaviani  
Adam Freudberg D4 asked the Chair to come back to him for his vote  
Priscilla Sousa, Chair, D5- Valerie Ottaviani  
Valerie Ottaviani, D6- Valerie Ottaviani  
Tiffanie Maskell, D7- Tiffanie Maskell  
Jessica Barnhill, Vice-Chair, D8- Valerie Ottaviani  
William LaBarge, D9- Valerie Ottaviani  
Adam Freudberg, D4- Tiffanie Maskell

During the votes members spoke to how both candidates would be a value to the Clerk position and how it was a hard decision to make.

\*Ms. Maskell left the meeting at 9:11 p.m.

The Chair said that Valerie Ottaviani has been elected as the new Clerk with a total of 7 votes. Mayor Sisitsky swore Valerie Ottaviani in as the new School Committee Clerk.

**Motion:** To refer Policies BDB, BIBA, and BEDG to the Policy Subcommittee with the intention of reviewing the role of the Clerk of the School Committee.

**Moved:** Mr. Freudberg                      **Seconded:** Ms. Sousa

**Discussion:** Ms. Ottaviani said that she would like to help with this review.

**Roll Call Vote:** Unanimous (8-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)

## Discussion and Vote on the Unit S Framingham Administrative Support Staff MOA (if approved in Executive Session)

Mr. Lynch gave a summary of the Unit S MOA that was prepared by Assistant Superintendent of Human Resources Inna London. The summary included that a lot was accomplished within the MOA including an emphasis on diversity, equity, and inclusion work with professional development, tuition reimbursement provision to further the hard work in establishing pipelines that encourage multilingual staff members and BIPOC employees to enter the teaching workforce, change in parental language that provides a greater benefit than provided by state and federal laws, among other items.

**Motion:** To approve the Unit S MOA as presented.

**Moved:** Ms. Hugo                      **Seconded:** Mr. LaBarge

**Discussion:** Ms. Hugo congratulated and thanked all involved and said that it was close to a 100% ratification vote, similar to the Unit T and Unit A vote, and is historical to have such great support.

**Roll Call Vote:** Unanimous (8-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)

## Discussion and Vote on the Unit B Framingham Selected School and Central Office Administrators (if approved in Executive Session)

Mr. Lynch gave a summary of the Unit S MOA that was prepared by Assistant Superintendent of Human Resources Inna London. The summary included that a lot was accomplished within the MOA including an emphasis on diversity, equity, and inclusion work with professional



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development, recognition of mentoring as an effective tool with amended compensation, among other items, and there was a 86% vote in favor of ratification.

**Motion:** To approve the Unit B MOA as presented.

**Moved:** Ms. Ottaviani      **Seconded:** Ms. Moshe

**Discussion:** Mr. Freudberg said although there is one provision he may not agree with, this is an example of a great contract for the District. He spoke of how in his evaluation of the Superintendent last year he had rated the Human Resources category proficient but this year he rated it as exemplary and one reason was due to the contract negotiations that the Superintendent helped lead.

**Roll Call Vote:** Unanimous (8-0-0)

(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)

## Subcommittee Reports

Mr. LaBarge said that the warrants were signed for a total of \$4,645,303.07 and payroll total of \$5,915,099.92 on the dates of June 13th and June 20th.

Mr. Freudberg, as the Finance and Operations Subcommittee Chair, said that the subcommittee is scheduled to meet tomorrow the 30th and all the details are online.

Ms. Ottaviani, as the Health and Wellness Subcommittee Chair, gave an update on the application she submitted for the John Stocker Institute to work with the District and said that the District did not qualify at this time due to not having an active District Wellness Committee. She said that she will be working with staff, including the new Director of Health and Wellness, to restart this committee, with at least four meetings during the school year, and then can reapply to the John Stalker Institute next year.

Ms. Barnhill gave an update on the Policy Subcommittee, as the Policy Subcommittee Chair had left the meeting, and said that all policies listed on the agenda were up for a second reading with a summary of the proposed edits in the packets.

**Motion:** To approve policies New Policy BEA: Hybrid Meetings and Remote Participation, ADC: Tobacco and/or Marijuana Use on School Premises, and Policy EFD: Meal Charge Policy for second readings.

**Moved:** Ms. Sousa      **Seconded:** Mr. Freudberg      **Roll Call Vote:** Unanimous (8-0-0)  
(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)

## Approval of Minutes and Gifts

The Chair noted that the Executive Session minutes of June 15th are not ready for review and will be placed on the next agenda.

**Motion:** To approve the Open Session minutes of May 18, 2022 and the Executive Session minutes of May 4, 2022 approved in Executive Session.

**Moved:** Ms. Hugo      **Seconded:** Ms. Moshe      **Roll Call Vote:** Unanimous (8-0-0)  
(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)

## Adjournment

**Motion:** To adjourn.

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**Moved:** Ms. Moshe      **Seconded:** Mr. LaBarge      **Roll Call Vote:** Unanimous (8-0-0)  
(Yes: Hugo, Gordon, Moshe, Freudberg, Sousa, Ottaviani, Barnhill, LaBarge)  
Meeting adjourned at 9:29 p.m.

## Meeting Materials

### Agenda

Safety and Security Department Presentation  
Superintendent's Annual Summative Evaluation  
Superintendent's Individual Member Evaluations  
BLOCKS Family and Student Handbook  
Elementary Schools Family and Student Handbook  
Middle Schools Family and Student Handbook  
Framingham High School Family and Student Handbook  
Athletic Handbook  
FY22 YTD  
Memo on End of FY22 Close Out Actions  
Warrants  
Policy Summary and Proposed Edits  
Draft May 18, 2022 Open Session Minutes  
Draft May 4, 2022 Executive Session Minutes