



Winthrop School Committee  
Winthrop, Massachusetts

A regular meeting of the Winthrop School Committee was held on Monday, February 10, 2020 in Room 142, Winthrop High School, 400 Main Street, Winthrop, MA. The Chair called the meeting to order at 6:00pm.

**ROLL CALL**

**Present: Mr. Boncore, Mr. Martucci, Ms. Swope, Ms. Powell, Mr. Perrin**

*Mr. Capobianco was not present*

Also meeting with Committee:

Lisa Howard, Superintendent of Schools

Patricia Hames, Executive Secretary to the Superintendent of Schools

Susan Eccles, Office Manager

**PLEDGE OF ALLEGIANCE**

Mr. Martucci led the committee in the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**GENERAL INFORMATION & RECOMMENDATIONS**

**DELEGATES & VISITORS**

WHS Principal Matt Crombie gave a presentation on the NEAS&C Accreditation Report. Mr. Crombie's presentation will be placed on the school website.

**MINUTES**

**Ms. Powell made a Motion to approve the Minutes of January 27, 2020. Mr. Martucci seconded the Motion.**

**Mr. Boncore-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

**FINANCIAL & BUSINESS PROCEDURES**

**Mr. Martucci made a Motion to approve Warrant SVW20-13 in the amount of 211,986.19. Ms. Powell seconded the Motion.**

**Mr. Boncore-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

**Ms. Powell made a Motion approve Payroll Warrant SPW20-11 in the amount of \$790,101.54. Mr. Martucci seconded the Motion.**

**Mr. Boncore-abstain, Mr. Martucci-abstain, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-abstain. The Motion passes with three abstentions.**

**Ms. Swope made a Motion to accept the \$500 donation to the WHS Girls' Basketball Program. Ms. Powell seconded the Motion.**

**Mr. Boncore-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

**BUILDINGS & GROUNDS**

The following requests were before the committee for approval: Winthrop Gymnastics Academy, Gymnastics Competition; Studio Dance Complex, Dance Recital.

**Ms. Swope made a Motion to approve the use of building requests as presented. Mr. Boncore seconded the Motion.**

**Mr. Boncore-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

## **GENERAL REPORTS**

### Superintendent's Report

Superintendent Howard provided the committee with the following report:

#### *Leadership*

Professional Development is continuing as a priority for our staff. This month we have had the following focused activities: GFB: Pre K Unit Lesson Design, Kindergarten- Grade 2, Reinforcing Student Learning Activities; ATC: Grade 3-5 Focus: Edgenuity - Writing and Fractions, using data to drive instruction; WMS: Social Emotional Learning @ (Carol Gregory from RBT); WHS: Understanding By Design focus by department on Curriculum Mapping Project; District: Music, Art, Drama, PE/Health: K-12 focus on Vertical Lesson Planning; ELL Teachers: SEEM Training on new standards; SLP Staff: Simple K12/TLC Webinar; OT Staff: Medicaid Claiming Process; SEL Staff: Webinar training on SEL; Nurses: Vertiacla Planning meeting (updates, claiming, forms); Administration: Unconscious Bias (review of articles).

Trauma Assessment Team follow up is scheduled for February and we will be developing a WPS Trauma Assessment Process Manual that will become the guide for our District to use when we are processing students in need. The Winthrop Health Department and WPS are partnering to share grant resources to enable the support of a Social Worker to assist parents with navigating the world of outside resources to support students in need of mental health support and additional outside agency engagement. The social worker will meet with our adjustment counselors to determine the needs as well as develop a communication plan. This is an excellent resource for our students and families. Additional resources from the Health Grant will help fund this year's youth risk assessment for students in grades 8-12. WPS will partner with the Town Health Department as well as CASA to survey our students using the PNA survey and the data will be shared with the students, parents and community to assist with our continued focus on the Social and Emotional Well Being of our students.

#### *Budget*

The FY21 Budget development is in full swing and Principals/Admin/Facilities Director/Athletic Director are in the process of completing all required documentation related to budget requests and capitol planning.

Chapter 70: The Baker-Polito Administration filed its [FY21 budget proposal](#) on January 22nd, and DESE has posted [preliminary estimates](#) of Chapter 70 school aid and net school spending requirements for FY21. These are preliminary estimates subject to change as the House and Senate deliberate on the budget. The Department will issue the final, official school spending requirements as soon as the Governor and Legislature approve either the FY21 state budget or an earlier local aid resolution. I will update the SC as the final appropriation becomes known.

We have implemented a freeze on discretionary spending as we review our current balances. All budgets requests will be reviewed.

#### *Other*

The Playground Committee has chosen the final design of the Playground and installation is expected to begin the second week of May. The Town has signed all necessary contractual paperwork with UltiPlay and provided the appropriate insurance documents. The Photos will be placed on the ATC Website this week.

Attorney Paul Hodnett is working with the MTA Representative to establish dates to complete negotiations with the Nurses, Secretaries, Custodians, Administration and ESPs.

We have completed the first of 4 training sessions with Harris Solutions (IPass) to begin the process of a paperwork reduction plan. This includes moving student registration to an on-line system and moving many of our beginning of the school year forms to an electronic notification and approval system.

## **NEW BUSINESS**

### Open Seat for School Committee

The Town Council and the School Committee will have a joint meeting to appoint a new school committee member. The Town Council has posted the vacancy on their website. The School Department will post on their website as well and the vacancy/meeting will be published in the Winthrop Transcript.

### School Building Assistance Committee

The SBAC is re-forming. The Chair will appoint a school committee member to the committee. Lisa Howard will be on the committee. Matt Crombie is on the committee. Mr. Perrin asked committee members to send him an email if interested in sitting on this committee.

### **UNFINISHED BUSINESS**

#### Preschool Tuition Increase

Tuition has not been increased in at least five years. Mr. Perrin referred the matter to the Budget Sub-committee.

#### School Sub-committees

Mr. Perrin updated the sub-committee list. Ms. Hames will make corrections and email the updated list to the committee.

#### Textbook/Material Discard Request

This will remain under Unfinished Business.

### **PUBLIC COMMENT**

None

### **PUBLIC RELATIONS**

None

### **ADJOURNMENT**

**At 6:59pm, Mr. Martucci made a Motion to adjourn. Mr. Boncore seconded the Motion.**

**Mr. Boncore-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

Respectfully submitted,

Patricia Hames

Executive Secretary to the Superintendent of Schools

Documents used in this meeting:

- Agenda
- NEAS&C Accreditation Overview
- NEAS&C Report
- Minutes of January 27, 2020
- Warrant SVW20-13 in the amount of \$211,986.19
- Payroll Warrant SPW20-11 in the amount of \$790,101.54
- Departmental Expenditure Report
- \$500 Donation to WHS Girls' Basketball
- Use of Buildings Requests
- 2019-2020 Preschool Program
- Ultiplay Parks & Playgrounds, Inc. Quote
- Sample of Report Card Letter
- 2020-2021 Sub-committees
- Calendar of Events/Flyers

*The above non-confidential documents can be found in the Superintendent's office, upon request.*