



Winthrop School Committee  
Winthrop, Massachusetts

A regular meeting of the Winthrop School Committee was held on Monday, March 2, 2020 in the Neil Shapiro Center for Performing Arts, Winthrop High School, 400 Main Street, Winthrop, MA. The Chair called the meeting to order at 6:00pm.

**ROLL CALL**

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

Also meeting with Committee:

Lisa Howard, Superintendent of Schools

Patricia Hames, Executive Secretary to the Superintendent of Schools

Susan Eccles, Office Manager

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

**MOMENT OF SILENCE**

A Moment of Silence was held for Yvette Dans

**PUBLIC COMMENT**

None

**GENERAL INFORMATION & RECOMMENDATIONS**

**DELEGATES & VISITORS**

None

**MINUTES**

**Ms. Swope made a Motion to approve the Minutes of February 10, 2020. Mr. Boncore seconded the Motion.**

**Mr. Boncore-yes, Mr. Capobianco-abstain, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. The Motion passes with one abstention.**

**FINANCIAL & BUSINESS PROCEDURES**

**Mr. Martucci made a Motion to approve Warrant SVW20-14 in the amount of 203,072.83. Ms. Powell seconded the Motion.**

**Mr. Boncore-yes, Mr. Capobianco-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 \$707,667.57**

**Mr. Capobianco seconded the Motion.**

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

**Mr. Capobianco made a Motion to accept the budget transfers in the amount of \$203,388.00 and \$78,088.98. Mr. Martucci seconded the Motion.**

**Mr. Boncore-yes, Mr. Capobianco-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 Middle School PTO, Full Court Frenzy.

**Ms. Powell made a Motion to approve the use of building request as presented. Mr. Capobianco seconded the Motion.**

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

## **GENERAL REPORTS**

### Sub-committee Report

#### *Budget Sub-committee*

A Budget Sub-committee was held on Monday, March 2, 2020 in the WHS Principal Conference Room at 5:00pm. Members present were Gus Martucci and Jennifer Powell. Lisa Howard and Susan Eccles were also present. Pre-school tuition was the topic of discussion. There has been no increase in the tuition for at least five years. The Budget Sub-committee unanimously voted to increase the pre-school tuition with the following increases:

|          |         |
|----------|---------|
| Full Day | \$6,200 |
| 3 Day    | \$3,720 |
| 2 Day    | \$2,480 |
| AM       | \$3,100 |

**Mr. Capobianco made a Motion to raise the preschool tuition, as recommended by the Budget Sub-committee.**

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

### Superintendent's Report

Superintendent Howard provided the committee with the following report:

#### Safety

Sandy Hook Promise SOS: We've incorporated SAVE into our already formed Allies Club, which is our GSA at the middle school. Since Start With Hello, we've hung flyers and posters around school related to Start with Hello and Sandy Hook. We also participated in a school wide initiative on International Say Hello Day where students completed a prompt and we used the prompt to decorate our cafeteria with everyone's responses.

#### Coronavirus

As of right now, the CDC and MA DPH are using the plans we have in place for pandemic flu scenarios as the guidance for any needed response to coronavirus. On March 5<sup>th</sup> I met with the town nurse and the DPH to review our Operational Readiness Plans. These plans include the school and we will be updated as to any changes.

- Currently, the only travelers subjected to a 14-day quarantine are those coming from China. These travelers are then screened at one of 11 entry points (Logan Airport is not one).
- Those who are symptomatic and have traveled to Italy, Iran, Korea, Hong Kong are being asked to self-isolate for 14 days.
- Before schools put out guidance for students returning from travel, they ask that there is dialogue between school departments, local health and DPH. Newton recently would not allow students to attend school following a trip to Italy (despite students being asymptomatic), which was against DPH guidance, however Newton schools feels like it was warranted at this time.
- Local health is not alerted to travelers from any country other than China currently, which may change in the future.

- The majority of those who have been sickened are the very young and very old which has spared many school aged children thereby decreasing impact to schools.

We have contacted Educatus to ask for their notification plans for students leaving the Country during the April break.

### Budget

Budget Forum for Parents: Two sessions have been completed with a total of 6 parent/community participants. This went well and I expect Session 3 to have more participants. Great feedback was received from those who attended. All Administrative budget forms have been completed and the Need Budget will be known by mid- March.

The budget calendar has been amended and included in the packet. The Capital Improvement Plans have been shared with the Town CFO for planning purposes.

A Committee has been formed by the Town Manager to begin the process of spending the remaining School Building Project funds. A list of needed items has been shared with the Bond Council and Town Attorney. The list will be prioritized by the Middle and High School Principals, Facilities Manager and Athletic Director and then shared with the Committee. It is expected that the process will move quickly and that the remaining funds will be spent by June 2020. The project includes repairing/refurbishing the Tennis Courts on Main Street.

Preliminary figures for the FY 21 Budget at a Level Service are as follows:

|                                   |                       |                        |                             |
|-----------------------------------|-----------------------|------------------------|-----------------------------|
| <b>FY 21</b>                      | Salary = \$18,570,096 | Expenses = \$3,866,992 | <b>Total = \$22,437,088</b> |
| <b>FY20</b>                       | Salary = \$17,542,986 | Expenses = \$3,732,050 | <b>Total = \$21,275,036</b> |
| <b>INCREASE FROM FY20 TO FY21</b> |                       |                        | <b>TOTAL =\$1,162,052</b>   |

### Other

The slide at the William P. Gorman Fort Banks School is broken and we are looking into the warranty to repair it. The slide is currently closed for use.

Negotiations dates being set for other Unions.

EZ School: 3<sup>rd</sup> session for secretaries is Tuesday where they will begin to look at all of the forms and the process for approval.

Joint Labor Committee on Teacher Start and End Times: The JLS membership is as follows: DJ Racette (WHS), Alec Sennott (WPG), Vasili Mallios (WMS), and Kristen Reynolds (ATC). Administrators include Norah Grimes, Matt Crombie, Lori Gallivan, Ilene Pearson, Matt Serino, Brian Curley. We are in the process of setting up 3 sessions to discuss the impact and a reasonable teacher schedule for the 2020-2021 school year.

Jet Blue: Follow up video from Celtics/Jet Blue:

<https://twitter.com/celtics/status/1230535187722838019>

<https://www.facebook.com/bostonceltics/videos/643604663116130/>

The MTEG Festival was held this past weekend and WHS and our students did very well. They are moving on to the next level of performance.

Wellness Week: April 6-10 at WHS. We are working on a speaker for a full school assembly on the 8<sup>th</sup>.

NEASC Update: UBD Ronit Carter, Educational Consultant met with all departments to review Stage Two of the UBD work. The consultant provided individual attention to content teachers on their progress with the development of unit plans. The Vision of the High School Graduate has been completed and is headed to the School Site Counsel and building staff for review and final work.

The Library Media Specialist position is in the process of being defined as well as the needs for the Library space (additional technology, materials, supplies, etc.). The needs of the space will be incorporated in the cost planning related to completing the building project.

## **PERSONNEL**

The following positions have been posted: Director of Finance & Administrative Affairs; Long-term Substitute 8<sup>th</sup> Grade ELA.

## **NEW BUSINESS**

None

## **UNFINISHED BUSINESS**

### Open Seat on School Committee

There is a joint meeting with the Town Council scheduled for March 10, 2020 at 7:00pm in the Harvey Hearing Room. To date the town has received one applicant, the school department has not received any.

### Textbook/Material Discard Request

This will remain under Unfinished Business.

## **PUBLIC COMMENT**

None

## **PUBLIC RELATIONS**

- Ms. Powell congratulated WHS Drama Society for their stellar performance at the MTEG Festival. The students are moving on to the semi-finals in Danvers on March 14<sup>th</sup>. She also commended the custodial staff for their hard work.
- Mr. Boncore congratulated the Girls' Basketball team who are in the State Tourney!
- Ms. Swope had a meeting with Matt Crombie and Lori Gallivan regarding the NEAS&C. Two elements that were not met will be met when they come back in April 2021.
- Town Council President Boncore assigned a public safety sub-committee for an access road at the William P. Gorman Fort Banks School. The committee is meeting tomorrow evening at 6:00pm in the Harvey Hearing Room. The Superintendent will contact Ilene Pearson to inform her of the meeting.

## **ADJOURNMENT**

**At 6:30pm, Mr. Martucci made a Motion to adjourn. Mr. Capobianco seconded the Motion. Mr. Boncore-yes, Mr. Capobianco-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
- Minutes of February 10, 2020
- Warrant SVW20-14 in the amount of \$203,072.83
- Payroll Warrant SPW20-14 in the amount of \$707,667.57
- Budget Transfers in the amount of \$203,388.00
- Budget Transfers in the amount of \$78,088.98
- Departmental Expenditure Report
- Use of Buildings Requests
- Budget Discussion Forum with the Superintendent
- Budget Calendar FY21
- WPS Early Release Day February 25, 2020
- Letter to Families regarding the Novel Coronavirus
- Sandy Hook Promise SOS Implementation/District Administrator Guidance
- Anti-Discrimination & Anti-Harassment Policy
- Job Postings
- 2020-2021 Preschool Registration Packet
- 2020-2021 School Calendar
- Calendar of Events/Flyers

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