



Winthrop School Committee  
Winthrop, Massachusetts

A regular meeting of the Winthrop School Committee was held on Monday, June 1, 2020 via Zoom Teleconference. The meeting was called to order by the Chairperson at 6:00pm. Any and all Public Comment can submitted to Lisa Howard at [lhoward@winthrop.k12.ma.us](mailto:lhoward@winthrop.k12.ma.us). Public Comment received prior and/or during the meeting will be read.

**ROLL CALL**

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

Also meeting with Committee:

Lisa A. Howard, Superintendent of Schools

Susan Eccles, Office Manager

Patricia Hames, Executive Secretary to the Superintendent of Schools

**PLEDGE OF ALLEGIANCE**

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

**EXECUTIVE SESSION**

**Mr. Capobianco made a Motion to go into Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Ms. Powell seconded the Motion.**

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

**At 6:10pm, Ms. Swope made a Motion to end Executive Session. Ms. Powell seconded the Motion.**

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

**PUBLIC COMMENT**

None

**GENERAL INFORMATION & RECOMMENDATIONS**

**DELEGATES & VISITORS**

None

**MINUTES**

**Mr. Boncore made a Motion to approve the Minutes of May 11, 2020. Ms. Powell seconded the Motion.**

**Ms. Barry-yes, Mr. Boncore-yes, Mr. Capobianco-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 SVW20-19 in the amount of \$195,620.60. Ms. Swope seconded the Motion.**

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

**Mr. Capobianco made a Motion approve Payroll Warrant SPW20-22 in the amount of \$710,509.03 and Payroll Warrant SPW20-23 in the amount of \$782,806.48. Ms. Swope seconded the Motion. Ms. Barry-yes, Mr. Boncore-abstain, Mr. Capobianco-yes, Mr. Martucci-abstain, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-abstain. The Motion passes with three abstentions.**

**Ms. Powell made a Motion to approve the budget transfer requests in the amount of \$114,682.94, \$29,106.67, and \$20,974.95, as presented. Mr. Capobianco seconded the Motion. Ms. Barry-yes, Mr. Boncore-yes, Mr. Capobianco-yes, Mr. Martucci-yes, Ms. Swope-yes, Ms. Powell-yes, Mr. Perrin-yes. A unanimous vote.**

## **BUILDINGS & GROUNDS**

None

## **GENERAL REPORTS**

### Budget Sub-committee Report

The Budget Sub-committee met on Wednesday, May 27, 2020 at 4:00pm. Members present were Gus Martucci, Valentino Capobianco, and Jennifer Powell. Superintendent Lisa Howard, Susan Eccles, Suzanne Swope, Karin Chavis, and Jim Letterie were also present. The FY 2021 budget was discussed. We are on target for year end. We have a small surplus due to utility savings, no transportation costs, and a freeze on the budget early on. The level service budget is \$1.5 million over last year's budget. At this time \$800,000.00 is appropriated and we are hoping for the additional \$200,000.00. We are hopeful there will be no reduction in staff. No votes were taken.

### Policy Sub-committee Report

The Policy Sub-committee met on Monday, June 1, 2020 at 5:00pm. Members present were Jennifer Powell, Tino Capobianco, Phil Boncore, Suzanne Swope, and Gus Martucci. The Committee unanimously voted to allow home school students to participate in high school sports, provided the curriculum is approved by the Superintendent and the fees are paid.

**Mr. Martucci made a Motion to waive the first reading of the revised Home-Schooling Policy IHBG. Mr. Capobianco seconded the Motion.**

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

The second reading and adoption will be on the agenda of the next meeting.

### Superintendent's Report

Superintendent Lisa Howard provided the committee with a brief update on school events. The playground at the Arthur T. Cummings School is scheduled to begin on June 3<sup>rd</sup>.

The Class of 2020 Senior Officers have been outstanding with communication. This is an amazing Class. We put forward different scenarios regarding graduation and the decision has been made to have graduation on Miller Field on July 23<sup>rd</sup>. The support from the Department of Public Health, the Fire Chief, Police Chief, and the Town Manager has been great. We are making decisions regarding Scholarship Night and Class Night. All scholarships have been finished. The School Committee will be advised once those dates have been determined.

We have received 457 responses from the Remote Learning Survey. The goal is to help us with changes moving forward. A survey is also going out to the teaching staff. The committee will receive the results of the survey.

There will be a parade for the Pre-K -2 Students at the end of the school year. An 8<sup>th</sup> Grade Moving on Ceremony is also being scheduled. As of this date the buildings remain closed, per the Governor of Massachusetts. Our Facility Management Team has been very helpful. We have appointed a Return to School Task Force as well.

Chief Delehanty and Meredith Hurley secured a grant which will provide cameras to take temperatures of students. This allows large groups to be checked and will move students along faster, saving time.

#### Personnel

Jess Dowson, E.S.P. at the Gorman Fort Banks School has submitted her resignation effective at the end of the current school year.

The following vacancies have been posted: Fall & Winter HS Coaches; Lead Teachers & IT Coordinator, Gorman Fort Banks School; Grade 1 Teacher; Special Ed Teacher, ATC; Adjustment Counselor, WMS; Science Teacher, MS.

#### **UNFINISHED BUSINESS**

##### Memorandum of Agreement between the Winthrop Teachers Association (Secretary Unit) and the School Committee

The salary increases will be the same increases as the teachers – 1.25%, 2.25% and 2.50%. There are also some “housekeeping” changes in the contracts. Effective September 1, 2020 Election Day will be paid holiday for the secretaries when the teacher staff is not working. Vacation days carried over can only be taken during school vacation weeks.

**Mr. Capobianco made a Motion to approve the Memorandum of Agreement between the Winthrop Teachers Association (Secretary Unit) and the Winthrop School Committee. Ms. Swope seconded the Motion.**

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

##### Memorandum of Agreement between the Winthrop Teachers Association (Educational Support Professional Unit) and the Winthrop School Committee.

The salary increase will be the same increase as the teachers – 1.25%, 2.25% and 2.50%. On early release days the E.S.P.’s will remain until 10 minutes after students are dismissed. E.S.P.’s will be entitled to a break exclusive of a lunch period, agreed upon by the building principal. The break will be a minimum of 35 minutes duty-free per day and may be split as determined by the building administrator. E.S.P.’s who serve as substitutes for teachers shall receive \$20 per hour for full or partial periods of substituting. E.S.P. schedules may change throughout the school year. Except in extenuating circumstances, E.S.P.’s will call in sick by 7:00am. When an involuntary transfer has been made, the E.S.P. will be notified in writing of the decision prior to the first day of school or 1 week prior to a transfer during the school year. Article 28, Section 1 is removed – E.S.P. Leads.

**Ms. Swope made a Motion to approve the Memorandum of Agreement between the Winthrop Teachers Association (Educational Support Professional Unit) and the Winthrop School Committee. Ms. Powell seconded the Motion.**

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

#### **PUBLIC COMMENT**

None

#### **PUBLIC RELATIONS**

- Mr. Boncore thanked the Superintendent for her information this evening which he will share with the Town Council. Please continue to practice social distance protocol. Be safe!
- Ms. Barry praised the seniors who reached out to the School Committee regarding graduation.
- Ms. Powell encourages parents to please take the Remote Learning Survey.
- Mr. Perrin thanked the Superintendent, staff members, and all town departments involved in the Senior Parade!
- Ms. Howard commented it was a wonderful display of how much teachers love their profession.

## **ADJOURNMENT**

**At 7:02pm, Mr. Boncore made a Motion to adjourn. Mr. Capobianco seconded the Motion. Ms. Barry-yes, 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 May 11, 2020
- Warrant SVW20-19 in the amount of \$195,620.60
- Payroll Warrant SPW20-22 in the amount of \$710,509.03
- Payroll Warrant SPW20-23 in the amount of \$782,806.48
- Budget Transfer in the amount of \$114,682.94
- Budget Transfer in the amount of \$29,106.67
- Budget Transfer in the amount of \$20,974.95
- Departmental Expenditure Report
- Resignation
- Job Postings
- Home Schooling Policy IHBG
- Home Schooling Policy IHBG-E
- Relations with Home Schools Policy LBC
- Relations with Home Schools Policy LBC-R
- Co-Curricular & Extracurricular Activities Policy JJ-E
- Memorandum of Agreement Between the WTA (Secretary Unit) and the Winthrop School Committee
- Memorandum of Agreement Between the WTA (Education Support Professional Unit) and the Winthrop School Committee

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