

**TRANSCRIPT OF PUBLIC RECORD**

**OF**

**THE METHUEN SCHOOL COMMITTEE**

**BUSINESS SESSION**

**OF**

**NOVEMBER 9, 2015**

**SUBMITTED FOR THE APPROVAL OF:**

**THE METHUEN SCHOOL COMMITTEE**

**AND**

**THE SUPERINTENDENT OF SCHOOLS**

**“AN OPEN MEETING ADVANTAGE FOR THE COMMUNITY OF METHUEN”**

**RECORDED BY:**

**DEIDRE RUNGE, PUBLIC RECORDER**

**TRANSCRIPT OF PUBLIC RECORD**  
**METHUEN SCHOOL COMMITTEE MEETING**  
**BUSINESS SESSION**  
**NOVEMBER 9, 2015**

This meeting of the Methuen School Committee was held in the Media Center at Methuen High School and was posted for 6:30 PM.

**ROLL CALL**

|   |             |
|---|-------------|
| Mr. Dennis D.J. Deeb                    | YES         |
| Mr. Robert F. Vogler                    | YES         |
| Ms. Lynne Hajjar Kumm, Vice Chairperson | YES         |
| Ms. Mary Jean Fawcett, Secretary        | Not Present |
| Mr. Bryan P. Sweet                      | Not Present |
| Ms. Jana DiNatale                       | YES         |
| Mayor Stephen N. Zanni, Chairperson     | Not Present |

**MEMBERS IN ATTENDANCE:**

Ms. Lynne Hajjar Kumm, Vice Chairperson  
Mr. Dennis D.J. Deeb  
Ms. Jana DiNatale  
Mr. Robert F. Vogler

**MEMBERS NOT IN ATTENDANCE:**

Ms. Mary Jean Fawcett, Secretary  
Mr. Bryan P. Sweet  
Mayor Stephen N. Zanni, Chairperson

**OTHERS IN ATTENDANCE:**

Ms. Judith Scannell, Superintendent of Schools  
Dr. Brandi Kwong, Assistant Superintendent  
Mr. Ian Gosselin, Business Administrator  
Ms. Rosemary Mahoney, Student Representative  
Ms. Deidre Runge, Public Recorder

**1. Call to Order**

Ms. Kumm called this meeting to order at 6:30 p.m. with a quorum of members in attendance, and listed above.

**a. Flag Salute**

Sadie Mazzeo-Ghirarda, a 4<sup>th</sup> grade student at the Marsh Grammar School, led the Committee in Opening Exercises of this meeting.

**MOTION:** Mr. Vogler motioned to Amend the Agenda and remove 4b(1) and 6a and Approve  
Ms. DiNatale seconded the motion to Amend and Approve.

**DISCUSSION:** None

**VOTE:** 4-0-0 APPROVED

**2. Participation by Others**

**a. SOAR Award**

William Wehring was the recipient of the S.O.A.R. Award at this meeting. The Mathematics Department chose William for this Award.

**b. Student Advisory Committee**

Angie Jones, MHS Jr. updated the Committee on the Dutch Exchange Program. She thanked the host family

Nika Nguyen, MHS Jr. updated the Committee on the MICCA Band Show and our accomplishments. This year's show was called "Legend of Zelda".

Jacob Greer, MHS Jr. Updated the Committee on all the fall sports teams successes.

**c. Public**

**(1) Relay for Life Adult Leads Introduction**

The Relay for Life leads, students and community members all introduced themselves to the Committee. Their event this year will be held May 21 and 22, 2016.

**d. Staff – None**

**3. Approval of Minutes – Transcript of the Workshop of September 28, 2015**

**MOTION:** Mr. Vogler moved to adopt the Recorded Transcripts of September 14, 2015 as presented and waived the reading;  
Ms. DiNatale seconded the motion to approve as presented.

**DISCUSSION:** None

**VOTE:** 4-0-0 APPROVED

**4. Staff Reports**

**a. Superintendent's Monthly Report-Superintendents Scannell**

**b. Instructional Technology Monthly Report**

Superintendent told the Committee that a letter was sent home to parents reiterating that if you do not feel comfortable sending your child on a snow day the absence will be an excused absence. She told them the first senior trip had 83 seniors and 10 chaperones go to NY to see the "Jersey Boys". It was a wonderful experience for our students. She went on to tell them about all the happenings that will be going on at the MHS Open House.

Ms. Kumm asked what happens if a student can't make the open house?

Mr. Barden said they just go thru the guidance department.

Superintendent talked about the dedication of the "Shrine" at Methuen High School.

Dr. Kwong talked about the successful Professional Development Day with all our staff at the high school. The key note speaker was from Louisville.

**(1) Webpage Presentation by Ed Lussier - TABLED**

**c. Facilities and Grounds Monthly Update**

No Action

**d. Physical Education, Health, Family Consumer Science & Wellness Monthly Update**

No Action

**e. Residency Monthly Update**

Ms. Carmen Aguilar Cruz, Records/Residency Secretary provided the Committee with the Residency Monthly Update Report.

No Action

**f. School Resource Officers Monthly Update**

A monthly report from Sgt. Joseph Aiello was given on each of the schools.

No Action

**5. Old Business and Other Pending Matters**

No Action

**6. New Business**

**a. MHS Foreign Language Dept. Trip to Italy - REMOVED**

**b. Revised & Readopted S.C. Policy #JKAA-Physical Restraint Policy and Procedures – First Reading**

**MOTION:** Mr. Vogler moved to approve the first reading

Mr. Deeb seconded the motion

**DISCUSSION:** Ms. Bozek, Director of Student Services spoke to the Committee about the Department of Elementary and Secondary Education asking to update policies with changes in definitions, make sure we review any trauma; medical restraints are now prohibited...

Ms. DiNatale – Thanked Ms. Bozek. She was glad to see a more comprehensive policy that will fit our needs.

**VOTE:** 4-0-0 APPROVED

**7. Finance and Operations**

**a. Expenditure Report - Monthly**

Business Administrator Ian Gosselin submitted the Monthly Expenditure Report to the Committee.

**DISCUSSION:** Mr. Gosselin told the Committee that the Special Education “Out of District” will look better when Circuit Breaker monies come in.

Mr. Deeb asked Mr. Gosselin if that \$1,000,000 budgeted was all for sick leave buy back.

Mr. Gosselin told the Committee that account #5150 is also retirement and other insurances for the whole district.

**b. Revolving Funds Report – Monthly**

Business Administrator Ian Gosselin submitted the Monthly Revolving Report to the Committee.

**DISCUSSION:**

No Action

**1. Methuen High School Auditorium Update**

**c. Grants Report – Monthly**

No Action

**d. Student Activity Accounts - Monthly**

Business Administrator Ian Gosselin submitted the Monthly Student Activity Report to the Committee.

**DISCUSSION:**

No Action

**e. Supervisor of Food Services – Monthly**

Direction of School Nutrition Services, Wayne Vespa submitted the Monthly Food Service Report to the Committee.

Mr. Gosselin told the Committee we are at \$45,000 in the positive. We just purchased technology that assists a few departments from menus, nutritional facts....

Ms. DiNatale thanked them for bringing this to their attention.

**DISCUSSION:**

No Action

**f. Bid Awards**

No Action

**g. Contract Approval**

No Action

**h. Budget Transfers**

No Action

**8. Notification of Appointments and Other Personnel Matters**

**a. Personnel Transactions**

No Action

**b. Professional Staff**

No Action

**c. Support Staff**

No Action

**d. Personnel Matters Requiring Committee Action**

**(1) Maintenance Position – Approval**

**MOTION:** Mr. Deeb moved to approve the maintenance position

Mr. Vogler seconded the motion

**DISCUSSION:** Mr. Gosselin told the Committee they will be posting to hire a craftsman with a plumbing master. This will save the district a lot of money. They will be holding the maintenance position for \$1.00

**VOTE:** 4-0-0 APPROVED

**e. Notification of Vacancy Postings**

No Action

**9. Superintendent's Reports, including Communications & Recommendations on Financial Matters, Old & New Business**

**10. Business from the Committee**

**a. Building Committee Update by S.C. and Bldg. Committee Member Sweet**

Mr. Vogler -

**b. Consolidation Committee Update by S.C. Member Sweet**

Mr. Vogler -

**c. Chargebacks' Sub-Committee Update by S.C. Member Fawcett.**

No Action

**d. S.C. Policy Review Sub-Committee Update by S.C. Member Deeb**

No Action

**11. Executive Session**

**a. Negotiation**

**b. Litigation**

**ROLL CALL**

|   |             |
|---|-------------|
| Mr. Dennis D.J. Deeb                    | YES         |
| Mr. Robert F. Vogler                    | YES         |
| Ms. Lynne Hajjar Kumm, Vice Chairperson | YES         |
| Ms. Mary Jean Fawcett, Secretary        | Not Present |
| Mr. Bryan P. Sweet                      | Not Present |
| Ms. Jana DiNatale                       | YES         |
| Mayor Stephen N. Zanni, Chairperson     | Not Present |

**12. Adjournment**

With no further business to discuss at this Business Session, Ms. Kumm entertained a motion to adjourn the meeting and enter into Executive Session for the purpose of negotiation at 7:20 pm, thus concluding this Business Session for the evening.

**MOTION:** Mr. Vogler moved to adjourn this Business Session at 7:20 p.m. and enter into Executive Session  
Mr. Deeb seconded the motion.

**VOTE:** 4-0-0 UNANIMOUSLY APPROVED

Respectfully submitted,  
Deidre Runge, Public Recorder  
Methuen Public Schools