

**TRANSCRIPT OF RECORDED MINUTES**

**OF**

**THE METHUEN SCHOOL COMMITTEE**

**BUSINESS SESSION**

**APRIL 10, 2017**

**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 RECORDED MINUTES**  
**METHUEN SCHOOL COMMITTEE MEETING**  
**BUSINESS SESSION**  
**APRIL 10, 2017**

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

**ROLL CALL**

Mr. Dennis D.J. Deeb (P)  
Mr. Robert F. Vogler (P)  
Ms. Lynne Hajjar Kumm, Vice Chairperson (P)  
Ms. Joyce C. Campagnone (P)  
Mr. Nicholas DiZoglio, Secretary (Not Present arrived at 6:36 p.m.)  
Ms. Jana DiNatale (P)  
Mayor Stephen Zanni, Chairperson (Absent)

**MEMBERS IN ATTENDANCE:**

Mr. Dennis D.J. Deeb  
Mr. Robert F. Vogler  
Ms. Lynne Hajjar Kumm, Vice Chairperson  
Ms. Joyce C. Campagnone  
Mr. Nicholas DiZoglio, Secretary  
Ms. Jana DiNatale

**MEMBERS NOT IN ATTENDANCE**

Mayor Stephen Zanni, Chairperson

**OTHERS IN ATTENDANCE:**

Mrs. Judith Scannell, Superintendent of Schools  
Dr. Brandi Kwong, Assistant Superintendent of C.I.A. and Grants  
Mr. Ian Gosselin, Business Administrator  
Ms. Nika Nguyen, Student Representative  
Ms. Deidre Runge, Public Recorder

**1. CALL TO ORDER AND ATTENDANCE:**

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

There was a moment of silence for Mr. Dolaf former principal of Methuen High School.

<b>MOTION:</b>	Mr. Vogler motioned to amend the agenda and move 9a and make it 4fa Ms. DiNatale seconded the motion
<b>DISCUSSION:</b>	None
<b>VOTE:</b>	5-0-0 APPROVED

**a. FLAG SALUTE**

Nana Amato, a fourth grade student at the Timony Grammar School, led the Committee in Opening Exercises of this meeting.

Mr. DiZoglio arrived to the meeting at 6:36 p.m.

**2. PARTICIPATION BY OTHERS:**

**a. SOAR Award**

Shawna O’Leary was the recipient of the S.O.A.R. Award at this meeting. The Wellness Department chose Shawna for this Award.

**b. STUDENT**

Nika Nguyen updated the Committee on the Jr. Prom, Band Jamboree, Coffeehouse Chorus, and many other activities going on at the high school.

**c. STAFF**

NONE

**d. PUBLIC**

**1. Italian Exchange Student – Katherine Healey - Approval**

Ms. Healey asked the Committee to approve Methuen High School to participate in an Italian Exchange hosting opportunity.

**MOTION:** Mr. Vogler moved to authorize the Italian Exchange Host  
Mr. DiZoglio seconded the motion.

**DISCUSSION:** None

**VOTE:** 6-0-0 APPROVED

**3. APPROVAL OF TRANSCRIPT OF RECORDED MINUTES OF JANUARY 23, 2017 WORKSHOP, FEBRUARY 21, 2017 SPECIAL MTG. AND FEBRUARY 27, 2017 BUSINESS MEETING.**

Ms. DiNatale asked to speak regarding transcripts. Our transcripts do not contain actual statements it just summarizes our discussion. I looked in Roberts Rules and the minutes only have to state what is done not what is said.

Mr. Vogler – I know we print more than needed and that we could eliminate discussion and just do votes. Part of the discussion though is important i.e. when Dr. Kwong speaks there is no vote but important information is discussed. I prefer to show our discussions or it could just be 1 page long.

Ms. DiNatale – It’s just a matter of being accurate.

Mr. Deeb – I appreciate your comment but having served on multiple boards I think the way we are doing them is pretty good. I would hate to see a bare bones overview. We are able to ask to correct or change the minutes. I refer to keep doing what we are doing.

Mr. DiZoglio – Thank you Ms. DiNatale. We want transparency. We do have the opportunity to read and amend the minutes.

- MOTION:** Mr. Vogler moved to adopt the Transcript of Recorded Minutes of January 23, 2017 as presented and waived the reading;  
Mr. DiZoglio seconded the motion to approve as presented.
- DISCUSSION:** None
- VOTE:** 4-1-1 APPROVED (Ms. DiNatale voted no and Mr. Deeb was present)
- MOTION:** Mr. Vogler moved to adopt the Transcript of Recorded Minutes of February 21, 2017 as presented and waived the reading;  
Ms. Campagnone seconded the motion to approve as presented.
- DISCUSSION:** None
- VOTE:** 6-0-0 APPROVED
- MOTION:** Mr. Vogler moved to adopt the Transcript of Recorded Minutes of January 9, 2017 Business Meeting as presented and waived the reading;  
Ms. Campagnone seconded the motion to approve as presented.
- DISCUSSION:** None.
- VOTE:** 6-0-0 APPROVED

#### **4. STAFF REPORTS:**

##### **a. Superintendent's Monthly Report**

Superintendent – Updated the Committee of all the events this month and upcoming events.

##### **b. Instructional Technology Monthly Report**

Mr. Lussier and the four grammar school principals updated the Committee regarding the trial run on on-line testing. They all agree that it went really well and they found a few kinks and worked them out.

##### **c. Facilities and Grounds Monthly Update**

Ms. Kumm – Mr. Vogler did you get to inquire with the Mayor about the high school door issue

Mr. Vogler – We have not had a building committee close out meeting yet. We don't know if there is a warranty issue. We will ask the Mayor again.

##### **d. Physical Education, Health, F.C.S. & Wellness Monthly Update**

NONE

##### **e. Residency Monthly Update**

NONE

##### **f. School Resource Officers Monthly Update**

###### **MOVED from 9a. Athletic Expenses requested by Committee Member Vogler**

Mr. Vogler asked Chief Solomon of the Police Department if the Resource Officers have set hours.

Chief Solomon – There is a set time at each school but they have staggered hours so they have coverage all day. You may have a situation they may be dealing with where you might not have a visual when an officer leaves the campus to go to another school.

Ms. DiNatale – Can you tell the parents how our resource officers do residency checks?  
Chief Solomon – We may do residency checks on plates in the beginning of the year, half way through the year or just because it was requested by the Mayor or the Superintendent. They run the plates and most cases it is a family member, grandparent...  
Mr. Vogler – I notice Police at the games, how many officers are on duty?  
Chief Solomon – Depends how many people and what team we are playing. Usually it is 4 to 5 officers. That is separate and we may double at our expense.  
Mr. Vogler – My concern is I am looking at income and expense sheet. Central Catholic we get a larger crowd. You had the same number on for the Malden game.  
Chief Solomon – I am surprised to see the Central Catholic numbers. You made out on that. Sgt. Aiello works with the Athletic Director on this.

**g. Student Services Updates**

**1. Homeless Update**

NONE

**2. PreK Numbers**

NONE

**3. Out of District Update**

NONE

**4. Medicaid Update**

Ms. DiNatale – It would be more helpful to understand if we had a little more information on the report like how much we submitted for.

Ms. Bozek – We don't work with figures, we submit quarterly reports with various staff, benefits,... UMASS comes up with the figures. There is no formula I just submit what we paid for staff, services... Then they use their formula and give me an estimate.

**5. OLD BUSINESS AND OTHER PENDING MATTERS**

**a. Revise & Readopt S.C. Policy JCDAB – Alcohol, Tobacco and Other Drug Use by Students Prohibited – Tabled**

**6. NEW BUSINESS**

**a. MHS Science Trip to Florida for Life Science with World Strides - Approval**

MHS Science Teacher Sara Boyd showed the Committee a televised presentation.

**MOTION:** Mr. Deeb moved to approve the Science Trip

Ms. Campagnone seconded the motion

**DISCUSSION:** NONE

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

**b. Authority to Transfer Funds - Approval**

Ms. Kumm asked for a motion to approve the transferring of funds.

**MOTION:** Mr. Vogler accepted the motion

Mr. Deeb seconded the motion

**DISCUSSION:** Ms. DiNatale – My concern is we approved a budget and there could be a lot of movement of what we approved. I would like to accept but be informed of major transfers.

Mr. Deeb – I know in the past we have done this. Typically we always received detail on accounts. I don't have a problem if kept up to date and we always have been.

Mr. Vogler – Historically all other schools in the State, even the City Auditor does this. Some accounts will be depleted and some not. And historically we are notified.

Ms. Kumm – Can you clarify. I believe this is just housekeeping.

Superintendent – Every City and School look at this each year. That’s what we do. We look to move money in to accounts that are depleted from accounts that have monies like travel, supplies and memberships which many of the administrators have canceled out because of the tight budget. We also look if we could pre-buy items which is beneficial to the school department.

Ms. DiNatale – Nobody is saying anyone is doing anything wrong I just believe the taxpayers deserve to know where money is going. I just want transparency.

**VOTE:** 5-1-0 APPROVED (Ms. DiNatale voted No)

**c. 2016-2017 Last Day of School - Approval**

**MOTION:** Mr. Deeb moved to approve the last day of school

Mr. Vogler seconded the motion

**DISCUSSION:** NONE

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

**d. 2017-2018 School Calendar - Approval**

**MOTION:** Mr. Deeb moved to approve the FY’18 calendar

Ms. Campagnone seconded the motion

**DISCUSSION:** Mr. Deeb – I want to note once again we are starting before Labor Day.

Mr. DiZoglio – have we looked into using storm bags?

Superintendent – MA did not approve “Blizzard Bags” they are on a trial run in a few districts. You would still have to guarantee 95% of the kids were doing them or you still have to make up the days.

Ms. DiNatale – I thought we were reducing the number of early release days.

Superintendent – We are way above in minutes in school. I am happy to report that. Long discussions with the staff and there was a possibility with our minutes.

Ms. DiNatale – Would it be a benefit for the kids to stay in school for the whole day.

Superintendent – These days are usually used for

Ms. DiNatale - I am not in approval with these half days.

**VOTE:** 6-0-0 APPROVED

**e. 8<sup>th</sup> Grade Final Assembly, Friday, June 16, 2017**

Superintendent - Call my office with the school you would like to attend

**f. Revise & Readopt S.C. Policy BE-School Committee Meetings – First Reading**

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

Mr. Deeb seconded the motion

**DISCUSSION:** Mr. Vogler – If you see I am requesting “no matter where it is to be televised or videotaped” This gives us a greater visibility. I want to add “and televised at later date”.

Mr. Deeb – I agree this is more openness and as Mr. Vogler pointed out some cannot make it to the meetings. For clarification are we going to also make sure it is put on the school website?

Mr. DiZoglio – I am for open government. I just don’t want to be dictated where I will be having my meetings. Maybe the principals and the Superintendent can send out a connect-ed or a flyer. I like this new policy but I think we should have it at the schools. I am all for televised or videotaped.

Ms. DiNatale – I’m glad we all agreed to have this televised or videotaped. Thank you for putting together this compromise.

**VOTE:** 6-0-0 APPROVED

**7. FINANCE AND OPERATIONS:**

**a. Expenditure Report - Monthly**

NONE

**b. Revolving Funds Report – Monthly**

**1. Methuen High School Auditorium - Update**

**c. Grants Report - Monthly**

NONE

**d. Student Activity Accounts - Monthly**

NONE

**e. Food Services – Monthly**

NONE

**f. Bid Awards**

**1. Art & General Supply Bid FY’18 - Approval**

**MOTION:** Mr. Vogler moved to approve the FY’18 Art & General Supply bid

Mr. Deeb seconded the motion

**DISCUSSION:** NONE

**VOTE:** 6-0-0 APPROVED

**2. Regular Bus Transportation Bid – FY’18-FY’20 with a 2 year extension-Approval**

**MOTION:** Mr. Vogler moved to approve the regular bus transportation bid for FY18-20 with a 2 year extension

Mr. DiZoglio seconded the motion

**DISCUSSION:** Mr. Vogler – I noticed there was a very little increase

**VOTE:** 6-0-0 APPROVED

**3. Athletic & Field Trip Bus Transportation Bid FY’18-FY’20  
With a 2 year extension-Approval**

**MOTION:** Mr. Vogler moved to approve Athletic and field trip bus transportation bid for FY18-20 with a 2 year extension

Ms. Campagnone seconded the motion

**DISCUSSION:** NONE

**VOTE:** 6-0-0 APPROVED

- g. Contract Approval**  
NONE

**8. NOTIFICATION OF APPOINTMENTS AND OTHER PERSONNEL MATTERS:**

- a. Personnel Transactions**  
NONE
- b. Professional Staff**  
NONE
- c. Support Staff**  
NONE
- d. Personnel Matters Requiring Committee Action.**  
NONE
- e. Notification of Vacancy Postings**  
NONE

**9. BUSINESS FROM THE COMMITTEE**

- a. Athletic Expenses requested by Committee Member Vogler**  
Moved to 4fa

**\*ADJOURNMENT:**

With no further business to discuss at this Business Session, Ms. Kumm entertained a motion to conclude the Business Session for the evening at 8:16 pm.

**MOTION:** Mr. Vogler moved to adjourn the Business Session at 8:16 pm.  
Ms. Campagnone seconded the motion

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

Respectfully submitted,  
**Deidre Runge, Public Recorder**  
**Methuen Public Schools**