

**School Administrative Unit 101**  
**Wakefield School Board**  
**October 15, 2019**  
**Paul School Library**  
**Minutes – Amended Approved**

**Present:** School Board Chair Bob Ouellette, Vice Chair Tracey Kolb, members Relf Fogg, Sandy Johnson, and Jen McCawley; Superintendent Jerry Gregoire, Business Administrator Marie D’Agostino; Student Services Director Anne Kebler, Transportation Director Brennan Peaslee, Facilities Manager Joe Williams, Paul School Nurse Lisa Wunderlich, Administrative Assistant Larissa Mulkern, Wayne Robinson of Wakefield Parks & Rec.; members of the public as signed in included Priscilla Colbath, Norma Joy, David Lee, Jennifer & Michael Pelletier, Jeff McGaw, Mary Collins, and Ted Taylor of Clearview TV.

**Call to order:** Mr. Ouellette called the meeting to order at 6 p.m. with the Pledge of Allegiance.

**Public comment:** Mrs. Kebler responded to queries from Mrs. Joy regarding special education; Mrs. Collins read minutes from meeting regarding appointments to committees and said not having community members on committees is a disservice to the town.

**Consent Agenda:** Motion: Mrs. Johnson made a motion to accept the Consent Agenda seconded by Mrs. Kolb; Members voted 4-1 in favor with Mr. Fogg opposed.

**Minutes:** Motion to approve the minutes of October 1 with amendments offered was made by Mr. Fogg seconded by Mrs. Kolb. Amended minutes will be posted. Mr. Fogg asked to add comments to the minutes that reflected the statements that Mrs. McCawley was not a fan of Common Core. Mrs. McCawley said she had not been convinced in years prior of Common Core; she said Mr. Gregoire had explained to her what it was. Mr. Fogg said what he wanted the minutes to reflect was during the time period Mr. Gregoire had convinced her that Common Core was not bad; and that when she had said that, the school district was not for Common Core, but the administrator was in favor and he wanted that reflected in the minutes. Mr. Fogg said that his point was we had an administrator; after the school board decided not to embrace the Common Core standards, embracing Common Core standards. Mrs. McCawley said nobody was embracing anything – it was explained to her, black and white, not ‘I’m in favor of,’ or ‘I hate it.’ She said she wasn’t favor of Common Core, then, or now. He [Mr. Gregoire] just explained to her what she perceived it to be and what it was, adding, there is nothing wrong with educating parents. Mrs. McCawley requested at the Nov. 5 meeting that the notes reflect there was nothing wrong with her speaking to the Superintendent regarding Common Core prior to her joining the school board and that she did nothing inappropriate as she felt was indicated on Social media.

Mr. Gregoire said it was his understanding that the minutes were not verbatim quotes, but a general reflection of the discussion, not a blow-by-blow of what we said. Given that there’s an awful lot of time for Larissa to be here at the meeting and spend time during the week preparing

the minutes, verbatim minutes take longer. Mrs. McCawley said the board discussed having limited minutes and if someone wants a blow by blow, they can easily look on Vimeo or Facebook or wherever else. Mr. Fogg said a board member can say, 'for the record,' and it should be reflected on the record.

**Vote on motion to approve the minutes of Oct. 1 as amended, was 4-1 in favor with Mr. Fogg opposed. Amended minutes will be posted to reflect the changes.**

### **Student Services Report**

Mrs. Kebler reviewed her report, which included an overview of the referral and evaluation process for eligibility for special education. When they get a referral, it's not automatically pushed for an evaluation. Once a referral is requested either in writing or verbally, it's the special education team's responsibility to meet within 15 days to determine if the referral warrants an evaluation. The team looks at how much evidence-based Tier 2 instruction (regular education) has occurred to assist the student; skill assessments take place after six weeks, and then the programming is tweaked for the following six weeks. She also discussed the potential of a Milton-based Head Start program also coming to Wakefield. She will meet with officials there. Mrs. Kebler reviewed the activities that have been contracted through a variety of grants, including sessions with literacy specialists, teaching coaches, PBIS coaching, and a psychologist who will work with teachers on creating successful classrooms for students with challenging behaviors. Following an overview Grant Update, Mrs. McCawley noted there was no mention of programs for kids who are not special ed or challenged; Mrs. Kebler said there's one more grant to write, called a Title IV grant, which requires the formation of a stakeholder's group to decide how to spend the money. She'll be looking to use that grant for students who need greater challenges. That grant can enable a pilot program for this year and then when they get the money next year, see how successful the pilot was and build upon it.

### **School Administration Report**

Mr. Gregoire reviewed this report on behalf of Mr. Lampron and Mrs. Spector who were unable to attend this meeting. Activities included a successful Open House, team participation in a data dive hosted by Demonstrated Success, which including information sharing about state assessments. A lock down drill and a fire drill was conducted. The school Leadership Group continues to work with an educational consultant with expertise in teacher supervision and adult development. Mrs. McCawley said it would be useful to see the Behavior Data graphs in a comparison format to prior years. Mr. Gregoire said the reports are generated from PBIS software; he'll investigate it.

### **Transportation Director Report**

Mrs. Peaslee reviewed her report. On Oct. 4 the Chevrolet Impala was hit at the Irving Station lights; no injuries were reported but there was damage to the vehicle and estimates are being obtained. State Inspections are complete as is the emergency evacuation practice drill.

**Walsh Road:** The Transportation Committee held a meeting regarding concerns with the Walsh Road bus stop and to discuss current roster numbers on the buses. Regarding the Walsh Road bus

stop concerns, she has investigated the issue. It's a V that goes around a corner; the parking isn't very good. She recommended stopping at Copp Hill Road to drop off the walkers, but there is no good place to park on that road. Stonehedge Turnway is a current stop; it's .9 miles from the town line to Walsh Road which would make it within the one-mile guideline we have for policy EEA. The Stonehedge stop has been there for at least five years, she added. Discussion ensued with board members and members of the public including Mr. and Mrs. Pelletier who expressed concerns about the safety of the Walsh Road bus stop and the solutions offered by Mrs. Peaslee. They were told by police not to park at the Walsh Road bus stop. Mrs. Pelletier said it's unsafe to walk the road to the bus stop. The superintendent and the Police Chief are also involved in seeking a solution. Mr. Fogg suggested checkerboarding, whereby the bus went by Walsh Road, stops at Stonehedge without new students, goes down Heath Road, picks up those students, then returns, taking a left onto Berry and onto Walsh Road and headed back out? Coming off Berry, turning right onto Walsh, there's Jug Hill and if that turn icy it would be difficult. Mrs. Peaslee suggested Copp Hill and Stonehedge and the bus stops, which avoids the hills and doesn't put the buses into Milton. Mrs. Pelletier objected. Mr. Fogg offered to go out there with the parents. Mr. Ouellette asked Mrs. Peaslee to investigate the issue again; Mr. Gregoire asked for, via consensus, permission to reach an agreement with parents, etc., to alter the bus stop prior to the next regular board meeting if possible.

**Bus Roster:** Mrs. Peaslee reviewed bus roster numbers – current busses are over capacity. They also transport to the Recreation Center and the Wakefield Child Care Center. She's tried to come up with a solution but doesn't have one. Discussion ensued. Mr. Robinson, Wakefield Parks & Recreation Director said they only have one driver and the cramped for space on their Recreation Department vehicle. Mr. Ouellette asked Mrs. Peaslee to research the issue and come up with a plan. Mr. Fogg asked if there is money in Capital Reserve for Transportation. Mrs. D'Agostino said there's \$61,000 in the trust fund. Mrs. Peaslee said there are two spare vehicles right now, but the problem is they don't have a licensed CDL driver and the student numbers are too high for the van. Mr. Fogg asked about the vacancy for bus dispatcher and where the money was coming from. Mr. Gregoire said that was from the Co-curriculum line; the person who did it last year didn't want to do it this year; the need is for the afternoon only.

**Bus bids:** Members opened two bids for the used 77-passenger school bus, one from Mr. Crowell for \$400 and another for \$200 from Mr. Libby.

**Motion: Mr. Fogg made a motion seconded by Mrs. Kolb to award the bid to Mr. Crowell for \$400. Members voted all in favor, 5-0.**

### **Facilities Manager's Report**

Mr. Williams reported the water filters have been installed, with follow up tests planned for later in the week. He's working on his budget for next year. Regarding Learning Center expenses, the Building and Maintenance Line was overspent; the total cost of the Learning Center was \$46,760; the estimate budget of \$26,000 was a figure that was plucked from the sky by the prior superintendent because we needed a number. The funds to cover the costs were taken from the Care of Buildings line. Mr. Fogg asked what projects had gone by the wayside due to this situation.

Mr. Williams said an upgrade with alarms and CO detectors was put off. Mrs. McCawley asked how the overspending could occur without coming to the board; Mr. Gregoire said that was his responsibility. When it was realized that the project was probably going to run over budget in August, the decision was already made to move students over to the modular and work was underway. Another project that was postponed is new awning installation at the back of the school, Mr. Williams added. **Motion:** Mrs. McCawley made a motion to freeze the Operations budget line 2610 for now, seconded by Mr. Fogg. Mrs. D'Agostino said if the whole line is frozen you can't pay the utilities. The motion and second were withdrawn.

**A second motion** was made by Mrs. McCawley to limit the freeze to no more expenditures on building improvements 2610 54230 line until a more careful review by the board at the next meeting; Mrs. Kolb seconded the motion; members voted 5-0 all in favor.

### **Old Business**

**School District Budget:** Board members reviewed copies of the proposed school board budget, with summaries, dated Oct. 15, 2019, for fiscal year 2020-2021. Mr. Gregoire said this will be reviewed at the Budget Workshop on Oct. 22.

Mr. Fogg questioned the funding for truant officer and the School Resource Office. The truant officer stipend/salary of over \$4,000 when the SRO does the same job. He brought it up several months ago. Mr. Gregoire said the SRO does the elementary school and the Truant Officer does the high school. The SRO does not go out of town.

Mr. Gregoire updated the board on the Health Committee recommendation to maintain School Care as provider but go toward their consumer driven health plans, which would save the School District money. He has recommended unaffiliated personnel adopt the consumer driven plan. Mrs. D'Agostino said the unions would have to agree to the consumer driven plan and she wanted to make it clear that it was always available. Mrs. Kolb noted that the current health care plan was voted in years before the current board. Mrs. Kebler questioned why the unaffiliated personnel are getting the consumer driven plan before the union has voted on a plan; she also questioned if unaffiliated personnel have been notified; they need to know their coverage is changing next year. Mrs. D'Agostino said that is the direction they are going; the consumer driven plan is nothing new. Mrs. McCawley said she hoped they could get the teachers and affiliated personal on the consumer driven plan.

**Motion: Mr. Fogg made a motion to stay with School Care, seconded by Mrs. Kolb. Members voted all in favor, 5-0.**

**Motion: Mrs. McCawley made a motion to continue the meeting beyond 8 p.m., seconded by Mrs. Kolb; members voted all in favor 5-0.**

### **New Business**

**Nursing Assistant**

School Nurse Lisa Wunderlich distributed an updated letter in which she requested an assistant in the Nurse's office, she is seeing 50 contacts a day not counting numerous calls to parents, doctors, and others to coordinate health care. The office is very busy, with no time for vision and hearing screenings. Board members discussed the situation with her and possible solutions.

**Motion: Mrs. McCawley made a motion, seconded by Mr. Ouellette, to move a current certified LNA para to the nurse's office for a half a day for the rest of the year. Members voted all in favor 5-0.**

### **Website**

Mrs. Kolb said MoxDog made a presentation last year; she didn't have any and will put this item on a future agenda. Mr. Fogg asked if bids were needed for expenditures over \$3,000 and suggested looking into a free service that Tamworth uses.

### **Para Evaluation Committee**

A board member is required for this committee, noted Mr. Gregoire. Mrs. Johnson was nominated and seconded by Mrs. Kolb; members voted all in favor 5-0.

### **Agenda Items for Area Agreement**

Members suggested the following topics: Rental fee and percentage of lottery students.

**Public Comment:** In response to a query from Mr. Lee, Mrs. Kebler noted that it's the Leadership Team that determines how to spend grant funds. Mr. Lee asked if there are any students attending Paul School that are not residents. Mr. Gregoire said no, other than homeless students, who can attend school their town of origin.

**Adjourn:** A motion to adjourn was made by Mrs. Kolb and seconded by Mrs. McCawley at 8:45 p.m. Members voted all in favor 5-0.

Respectfully submitted:  
Larissa Mulkern  
Administrative Assistant