



Wakefield School Board Workshop Public Minutes

April 23, 2024

Held in Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Robert DeColfmacker, Chair	✓	Anne Kebler, Superintendent	✓
Bob Ouellette, Vice Chair	✓	Frank Markiewicz, Business	
Mary Collins	✓	Sarah Howard, Special Ed Director	
Brennan Peaslee	✓	Norma DiRocco, Principal	
Sandrea Taliaferro	✓	Ivy Levitt-Carlson, Assistant Principal	

Others Present: Attorney Matt Upton

Mr. DeColfmacker led those present in the salute to the flag at 6:00.

Presentation

Attorney Matt Upton gave the annual School Board Orientation focusing on the roles and responsibilities of a School Board. He focused on best practices, and the roles of the Board as well as the Superintendent and administration.

The Boards main focus is on legislative work; policies, hearings, hiring and evaluating the superintendent, adopting an operating budget and to communicate to the public. Their role is not to run the school. The day to day operations are not the responsibility of the Board. Mr. Ouellette asked about public perception and parents telling you about a concern they may have. Mr. Upton said a single member of the Board has no jurisdiction. Tell the parent you understand their concern and ask if they have followed the chain of command. He said call the superintendent if this is a priority. Don't take it on yourself. Your role as a Board member is to consume information and make an informed decision.

The superintendent is responsible for the day to day operations and oversight of all the schools instruction, curriculum, buses, grounds, equipment, students and personnel. A Board members role is not to fix problems.

The Board operates as a whole. Individual Board members have no jurisdiction and can't speak for the Board. A School Boards role is to act impartial. They have a quasi-judicial role as judge and juror. If there is any possibility that you may be biased or any connection it's your decision on whether to recuse yourself from a hearing or grievance. Prejudgment can disqualify from participating. Individual Board members do not speak on behalf of the Board. They are not to

direct individual employees of the district. The Board has one employee, the superintendent, and a vested interest in the Board secretary. Pass all complaints to the Superintendent.

The Board discussed the need to sign and approve the manifest. If there is one item on the manifest that you don't understand or question you can ask to have that item pulled out for discussion so the rest of the manifest can be approved. If you have a question email or call the superintendent or SAU office prior to the meeting.

The Board discussed adding to the Agenda Review or bringing up items at meetings without the whole Board having access to the backup information. Mr. Upton said send it to the superintendent so that she can distribute it to all members so they are prepared to discuss it.

Mr. Upton said he would do a follow up free of charge to see how the Board was doing. He suggested a retreat for the Board.

Mrs. Collins made a motion, seconded by Mrs. Peaslee to enter non public under 91-A,3:2 (c) at 8:10. Roll call vote: Collins aye, DeColfmacker aye, Mr. Ouellette aye, Mrs. Taliaferro aye. Mrs. Peaslee aye.

The Board returned to Public Session at 8:21.

Mr. DeColfmacker asked if the Rines Road property should be posted. The Board discussed liability. Mr. DeColfmacker will talk with Brad.

Adjournment

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to adjourn the meeting at 8:30. (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary