

FALMOUTH PUBLIC SCHOOLS  
FALMOUTH, MASSACHUSETTS

School Committee Minutes



September 11, 2018  
Upstairs Conference Room  
Administration Building

<b>Members Present:</b>	
Terri Medeiros, Chair	John Furnari (arrived at 6:03 PM)
Kelly Welch, Vice-Chair	Andrea Thorrold
Melissa Keefe, Secretary	Lori Duerr, Superintendent
Leah Palmer	Patrick Murphy, Director of Finance and Facilities
Meghan Fleck	Sonia Tellier, Assistant Superintendent
Bill Rider	
Natalie Kanellopoulos	Ryan Bray, The Bulletin (Press)
Sharon Reid, Recording Secretary	Steve Withrow, The Enterprise (Press)

**Open Meeting**

HEARD Terri Medeiros open the meeting at 6:00 PM.

**Executive Session**

MOTION by Melissa Keefe to move into executive session to conduct contract negotiations. SECONDED by Leah Palmer. Roll Call Vote. UNANIMOUS.

**Resume Public Session**

HEARD Terri Medeiros re-convene meeting at 6:36 PM.

HEARD Mr. Steve Withrow state that he will be recording the meeting for purposes of reporting for the Falmouth Enterprise.

HEARD Chair Medeiros read the mission statement for the Falmouth Public Schools.

HEARD Ms. Medeiros state that the role of the School Committee is to approve budget, make policies and hire the Superintendent. Ms. Medeiros also stated that to promote "listening and learning" in the schools, four of the school committee meetings this year will be held in one of the schools. Ms. Medeiros also introduced the Student Comment Bowl. Students in all of the schools were asked to complete a sentence about their

school. These pieces of paper were folded and put into a bowl. At each meeting a different school committee member will pull one of the statements randomly and read aloud. Additionally, Ms. Medeiros encouraged teachers and principals to send video clips to be watched at future meetings. Ms. Medeiros informed the public that if anyone has any questions please feel free to contact the Administration Building at 508-548-0151, extension 137. Lastly, Ms. Medeiros gave a report regarding the presentation by Frank Duffy, Town Counsel, at the August 20<sup>th</sup> School Committee Retreat.

#### Public Comments

HEARD Ms. Brenda Nolan, North Falmouth resident, invite the School Committee to a Restorative Justice Panel at the Falmouth Library from 2:00 PM to 4:00 PM on Saturday, September 22, 2018, in the Hermann Mann Room.

#### New Superintendent's Induction Program (NSIP) presented by Maureen LaCroix

HEARD Maureen LaCroix introduce herself and explain her work with the new Superintendent. The New Superintendent Induction Program was established nine years ago as a joint initiative between M.A.S.S and The Department of Elementary and Secondary Education (DESE). The goal is to enhance the Superintendent's effectiveness.

#### Introductions: New Administrators

HEARD Superintendent Duerr introduce the following new Administrators:

Joan Woodward, Interim Director of Student Services  
Kathleen Riordan, Interim Principal Morse Pond School  
Sandy Kapsambelis, Interim Principal Teaticket Elementary School  
Megan Conant, Interim Special Education Building Administrator  
Julie Williams-Tinkham, Director of Physical Education and Wellness  
Andrea Burnes, Interim Director of Food Service

#### ACT on Draft of Budget Development Flow Chart

MOTION by Leah Palmer to approved the Budget Development Flow Chart for 2018-2019 recommended by Patrick Murphy, Director of Finance and Facilities. SECONDED by Andrea Thorrold. BRIEF DISCUSSION. UNANIMOUS.

#### ACT on Revised Subcommittee Chart

HEARD Ms. Medeiros state that School Committee members are not encouraged to serve on school councils. Ms. Medeiros reviewed members for each of the subcommittees. MOTION by Melissa Keefe to approve revised subcommittee assignment. SECONDED by John Furnari. UNANIMOUS.

#### UPDATE by Committee Chair Medeiros: Contract(s) and Bill Schedule Review

HEARD Ms. Medeiros report that both parties have approved the union contract between the Teamsters Local #59 and the School Department. Bill schedules will be printed each month for members to review what has been submitted to Town Hall.

MOTION by Melissa Keefe to approved bill schedules marked 7/1/18-7/31/18, 8/1/18-8/31/18, and 9/1/18-9/13/18. SECONDED by Natalie Kanellopoulos. UNANIMOUS.

UPDATES by Superintendent Duerr: Enrollment and Class Size, and Safety

HEARD Superintendent Duerr present enrollment and class size for the 2018-2019 school year. Brief discussion followed Dr. Duerr's presentation. Meghan Cummings-Fleck mentioned that the class sizes are in very good shape. Ms. Welch would like to look at the reasons why students leave the Falmouth district. Ms. Welch asked if it would be possible to tease something out of the data to figure out why students move to another school. Mr. Rider commended the district for the increase in school choice students. Further discussion continued on the topic.

HEARD Dr. Duerr update the School Committee on the Safety Team that includes the Fire and Police Departments. Recently four teachers participated in ALICE (**Alert, Lock-down, Inform, Counter, and Evacuate**) training. Falmouth Police Officers who are certified trainers will train Administrators this Fall. The Safety Team is looking at a variety of effective trainings and will determine what works best for our district. Fire drills and lockdown drills will continue as scheduled.

FIELD UPDATE The bid opening for the field is scheduled for September 20, 2018 at 1:00 PM here at the Administration Building and is open to the public. The recommended vendor will be scheduled for approval at the 9/25/18 School Committee Meeting.

UPDATE on Staffing by Dr. Joany Santa, Director of Human Resource

HEARD Dr. Santa review her PowerPoint presentation, which included:

- Attrition Analysis
- Recruitment
- On-line onboarding
- Reflections
- Strengths (complete electronic files)
- Challenges
- Opportunities – Targets for the 2018-2019 school year
- Support

HEARD a brief question and answer session after Dr. Santa's presentation.

Regular Business

HEARD John Furnari report that the Cape Cod Collaborative had a great start to the school year.

HEARD Ms. Medeiros remind everyone of the Superintendent's Coffee Hour scheduled for 9/24/2018 at 10:00 AM, here at the Administration Building in the upstairs conference room.

MOTION to ADJOURN 7:47 PM. SECONDED by John Furnari. UNANIMOUS.

The following documents were included in the School Committee packet of September 11, 2018. Hard copies can be found in the Superintendent's Office or electronic copies on-line at the Town's website: [www.falmouthmass.us/AgendaCenter](http://www.falmouthmass.us/AgendaCenter)

1. Welcome PowerPoint listing 2018-2019 new administrators
2. Draft Budget Development Flow Chart
3. Memo revised 8/30/18 Re: Reorganization of Subcommittees
4. Bill schedules: 7/1/18-7/31/18, 8/1/18-8/31/18, 9/1/18-9/13/18
5. Enrollment Comparisons chart
6. Enrollment PowerPoint by Superintendent
7. Staffing PowerPoint by Director of Human Resources