

January 8, 2018
Keith Middle School
6:10 P.M.
Pages: 8

**ORGANIZATIONAL AND REGULAR MEETING
OF THE NEW BEDFORD SCHOOL COMMITTEE
~MINUTES~**

PRESENT: MAYOR MITCHELL, MR. BRUCE OLIVEIRA, MR. JOSHUA AMARAL, MR. CHRISTOPHER COTTER, MS. COLLEEN DAWICKI, MR. JACK LIVRAMENTO, MR. JOHN OLIVEIRA

ABSENT: NONE

IN ATTENDANCE: DR. DURKIN, DR. DEFALCO, MS. EMSLEY, MS. BETTENCOURT, MR. O'LEARY, MS. WALMSLEY, MR. MOTTA, MR. TETREULT, MS. DUNAWAY (Recording Secretary)

The School Committee Student Representative was not in attendance.

Approval of Minutes:

The Committee voted, on a motion by Bruce Oliveira seconded by Joshua Amaral, to accept the following School Committee meeting minutes as follows: (Supporting documents labeled "3")

- Transportation Sub Committee: April 12, 2017
- Transportation Sub Committee: September 21, 2017
- Finance Sub Committee: October 5, 2017
- Finance Sub Committee: November 8, 2017
- Regular Meeting: December 11, 2017
- Executive Session: December 11, 2017

Superintendent's Report: (Supporting documents - 4)

Dr. Durkin and Mr. O'Leary presented a review of the FY 19 budget process as follows:

BUDGET PREPARATION	
SEPTEMBER 2017	Forecast, reconcile class size reductions, absorb breakage savings, and review prepaid services
OCTOBER 2017	Use enrollment counts to estimate revenue
DECEMBER 2017	Prepare projected expenses for the upcoming year: contractual increases for salaries, contracted services, and other costs. Solicit cost center budgets at level funding of services. Solicit enhancement requests
JANUARY 2018	Using revenue and expenditure estimates, the district's administration prepares a preliminary budget forecast. Schedule committee Budget Workshops.

BUDGET PRESENTATION	
FEBRUARY 2018	Superintendent's Preliminary FY19 Budget
MARCH 2018	Budget Workshop i
MARCH 2018	Final Budget Presentation to the School Committee
APRIL 2018	Budget Workshop ii
APRIL 2018	Budget Workshop iii
MAY 2018	Budget hearing and Final School Committee Budget Approved

State & Local Context FY19

- Governor's Budgets not expected to significantly address Chapter 70 Foundation Budget Review Commission. FY19 Chapter 70 increase is forecasted at the low levels of recent years
 - Unfunded charter seat expansion will present a significant budgetary challenge and the gap between charter assessment and charter reimbursement will grow close to \$15m per year
 - City of New Bedford will bid this month for student transportation, with a projected cost increase over 5 year old bus rates.
 - Cost increases greater than inflation or Chapter 70 growth, such as health insurance, retirement assessments, special education tuition, and special education behavioral and therapeutic services
-

Mr. O'Leary stated that large funding items include Curriculum, Facilities and Instructional Technology. It is a year-round process to build a budget and Chapter 70 funding by the state is determined by the district's enrollment as of Oct 1 of each school year. The Business Office works with the city's Chief Financial Officer to establish the amount of Net School Spending (NSS).

Mr. O'Leary continued that transportation bids will be reviewed in the near future. It is expected that there will be an increase of one to two million dollars in transportation costs. Most of the increase will be related to transportation for special needs students. The bid process will include two bids to transport general education students and one bid to transport special education students.

Mayor Mitchell suggested that the district start to include funding for maintenance projects that are not routine and not reimbursable.

To a question from John Oliveira, Dr. DeFalco responded that the district has approximately 13,000 students with an increase of about 300 students. Also, 90% of the class sizes at Normandin Middle School are 26-29 students. Enrichment classes such as music and physical education have more than 30.

Mr. O'Leary pointed out that a "bumper" budget is not being forecasted with a conservative estimate of a 2-3% increase depending on enrollment. He continued that a significant concern is Charter School expense and lower funding from Circuit Breaker relief.

Dr. Durkin expressed that there is a grave need for social workers and emotional and mental health professionals to support our younger children.

To a question by Colleen Dawicki, Mr. O'Leary explained that budget sessions are held with specific departments/cost centers and the School Committee has the opportunity to ask specific questions in regard to that cost center's requests.

Mayor Mitchell explained the Administrative Cost Agreement (ACA) between the City and the School Department and touched upon the cost for health care for city employees and retirees. A discussion ensued in regard to the impact that the proposed submission order (MGL Ch.32 Sections 21-23) and possible adoption by the City Council would have on health care costs.

Dr. Durkin reviewed the progress and next steps in regard to New Bedford High School’s plan that is in the early stages of being completed. She stated that the District Management Group (DMG) will facilitate the process of the plan that will be applied from 2018 – 2021.

A Review of
New Bedford High School's Progress
and Mapping out Next Steps

- Facilitated by District Management Group
 - Focus Groups
 - Students
 - School Staff and Faculty
 - School Administration
 - Community (5 meetings) – the week of February 26th–March 2nd
 - 4 meetings at New Bedford elementary and middle schools
 - 1 meeting at Ford Middle School
 - District Administration

Mayor Mitchell commented that a key question will be, “What can NBHS do to make it more attractive?”.

No one signed up to address the Committee during PUBLIC COMMENT.

Business Office Report (Mr. O’Leary): (Supporting documents – 6A)

Mr. O’Leary reviewed the reports with the Committee noting the salary spend down was listed as of 12/23/17. He reminded the Committee that salaries will be noted on a bi-weekly basis for 2018. Non-salary line items are almost fully encumbered (88%).

On a motion by Bruce Oliveira and seconded by Joshua Amaral, the Committee voted UNANIMOUSLY to approve the following transfers:

TRANSFER OF FUNDS

12/28/2017

**FOR APPROVAL
FROM**

TO

Org	Func	Obj	Description	Org	Func	Obj	Description	Amount	Reason
S4159551	2340	540005	Roosevelt Classroom Supplies	S4158450	2210	540005	Principal Roosevelt Supplies	402.90	Office Supply Order
S4158440	3600	520004	School Security Roosevelt	S4158450	2210	540005	Principal Roosevelt Supplies	62.06	Reimbursement for School Business
S4159551	2340	540005	Roosevelt Classroom Supplies	S4158460	2210	521050	Principal Roosevelt Other Expenditures	26.75	Reimb Assist Principal Conf Expenses
S1058450	2210	540005	Principal Supplies Pacheco	S1059540	4230	520004	Maitnenace of Equipment Pacheco	89.00	Repair of 2 Way Radios
S0153080	2210	580008	Brooks Textbooks	S0159550	2340	540005	Brooks Classroom Supplies	776.00	Additional Supplies Needed

S0155451	2455	540005	Instr Software Brooks	S0158441	5300	520004	Lease of Equipment Brooks	570.00	Replacement Machine
S1403150	2410	540005	Winslow Workbooks	S1405481	2451	580008	Instr Tech Equipment Winslow	2,000.00	Replacement of projector and laptop
S2343150	2410	540005	Music Workbooks	S2343443	3510	520004	Other Student Activities Music Services	1,130.00	for NB Symphony Orchestra assemblies

MSBA – Jacobs School ribbon cutting was postponed due to the inclement weather. A new date will be determined.

On a motion by Bruce Oliveira and seconded by Christopher Cotter, the Committee voted UNANIMOUSLY to accept the Business Office report.

Personnel Report (Ms. Emsley) (Supporting document labeled “6B”)

Ms. Emsley reviewed the personnel report with the Committee. She reported that there were 24 appointments, 11 retirements and six resignations since the last personnel report in December.

Ms. Emsley also reported that bi-weekly pay, as well as required direct deposit, have started for employees and “In Building” transfer options are available for teachers.

Ms. Emsley explained that a new Exit Interview survey was recently launched. The on line interview is completely confidential and will run through July 15, 2018 for this school year. The report will then be shared with the Committee at a subsequent meeting.

The Committee voted UNANIMOUSLY, on a motion by Joshua Amaral and seconded by Christopher Cotter, to receive and place on file the Personnel Report.

Several members gave reports.

NEW BUSINESS

On a motion by Christopher Cotter and seconded by Joshua Amaral, the Committee voted UNANIMOUSLY to approve the Sub Committee meeting dates for 2018.

On a motion by Bruce Oliveira and seconded by Joshua Amaral, the Committee voted UNANIMOUSLY to approve a request from Katie Gundlach/Teacher/DeValles School, to travel to Nashville, TN from March 9-10, 2018, to attend the “Teach Your Heart Out” conference. (No cost to the district for travel)

On a motion by Joshua Amaral and seconded by John Oliveira, the Committee voted UNANIMOUSLY to approve a request from Meghan Silvia/Robert Martin/Teachers/NBHS to take two students to West Hartford, CT from March 2 – 5, 2018, to attend the Academic Bowl Competition. (Cost of travel to the District: \$400 Registration fee – paid through SPED)

On a motion by Joshua Amaral and seconded by Bruce Oliveira, the Committee voted UNANIMOUSLY to approve a request from Neil Macedo/NBHS Girls Volleyball Coach to take 12 students and five chaperones to

Orlando, FL from August 29 – September 2, 2018, to participate in a pre-season volleyball tournament. (No cost for travel to the district.) (Mayor Mitchell abstained.)

Christopher Cotter asked if there were any other added costs to the trips as the requests mentioned travel costs to the district only. Dr. Durkin responded that there could be other costs such as if a substitute is needed. Mr. Cotter asked if this could be listed on field trip forms. Dr. Durkin replied that the form will be revised to reflect any potential additional costs.

Mr. O’Leary explained to the Committee that two Statements of Interest (SOI) must be voted on in order to submit a request to the Massachusetts School Building Authority in regard to needed repairs to Trinity Day Academy and Parker Elementary School.

On a motion by Bruce Oliveira and seconded by Jack Livramento, the Committee voted unanimously, by roll call vote, to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest (SOI) form dated February 09, 2018 for the Trinity Day Academy located at 181 Hillman St, New Bedford, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Priority 5: Replacement, renovation or modernization of school facility systems such as roofs, windows, boilers, heating and ventilation, to increase energy conservation and decrease energy related costs in a school facility.
- Deficiencies: The window/door systems in the building are original and are antiquated and require repair or replacement. The original boilers require replacement as they show signs of contamination and deterioration.

This SOI is specifically for boiler replacement; and hereby further specifically acknowledges that by submitting this Statement of Interest form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

On a motion by Christopher Cotter and seconded by Joshua Amaral, the Committee voted unanimously, by roll call vote, to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest (SOI) form dated February 09, 2018 for the John Avery Parker Elementary School located at 705 County St., New Bedford, which describes and explains the following deficiencies and the

priority category for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Priority 5: Replacement, renovation or modernization of school facility systems such as roofs, windows, boilers, heating and ventilation, to increase energy conservation and decrease energy related costs in a school facility.
- Deficiencies: The window/door systems in the building are original and are antiquated and require repair or replacement. The original boilers require replacement as they show signs of contamination and deterioration.

This SOI is specifically for roof replacement; and hereby further specifically acknowledges that by submitting this Statement of Interest form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

At this time, Dr. Durkin left the meeting.

Superintendent Search Update:

- Requests for proposal (RFPs) are being advertised.
- The first Screening Committee meeting will be held at Keith Middle School on January 17 at 7:00 P.M.
- Timeline was outlined

Jack Livramento asked that two names be considered to be added to the Screening Committee:

- Gail Fortes – Executive Director - YWCA
- Robert French – Associate Director - NorthStar Learning Centers

Christopher Cotter stated that he felt not enough input was gathered from School Committee members on offering names for consideration to serve on the Screening Committee. He then asked that two people be considered:

- A person who is involved with Special Education issues (Grandmother of a student) Anne Pryzstarz.
- Ricardo Rosa – Professor at UMD and an education advocate

Mr. Cotter also asked to be added to the Screening Committee noting that the School Committee should have more input.

John Oliveira said he disagreed with the process stating that the proposed salary, timeline, residency requirement and job attributes were not discussed with the current School Committee and there was no input from the community.

A discussion ensued in regard to having another School Committee member serve on the Screening Committee.

A motion was made by Bruce Oliveira and seconded by Jack Livramento, to include Gail Fortes and Anne Pryzstarz to the Superintendent Search Screening Committee and to include School Committee member, Christopher Cotter, pending an opinion from legal counsel.

Joshua Amaral stated that he felt input was offered and he has offered input as well. He said that timing is crucial in finding a Superintendent and there will be input gathered by the community. Mr. Amaral continued that he didn't want to minimize the role of the Screening Committee, but much of the task will be clerical work and weeding out candidates that may not be a fit for New Bedford. Two to four candidates will rise to the top and public input will be critical at that point to guide the School Committee, as ultimately they will make the final decision on who our next Superintendent will be.

On the motion, the Committee voted UNANIMOUSLY to include Gail Fortes and Anne Pryzstarz to the Superintendent Search Screening Committee and to include School Committee member, Christopher Cotter, pending an opinion from legal counsel.

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

At 7:50 P.M., on a motion by Bruce Oliveira and seconded by Jack Livramento, the Committee voted to go into Executive Session with the intent to return to Open Session for the following purposes:

- To discuss strategies with respect to negotiations with union personnel:
 - New Bedford Federation of Paraprofessionals
- To discuss strategies with respect to security

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

At 8:53 P.M. on a motion by Bruce Oliveira and seconded by Joshua Amaral, the Committee voted to continue Open Session.

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

Ms. Emsley reported that the employment contract book between New Bedford Public Schools and the New Bedford Federation of Paraprofessionals has not been completed due to issues that exist. The union would like to re-organize the book in regard to the table of contents, layout and sections as needed.

On a motion by Joshua Amaral and seconded by Bruce Oliveira, the Committee voted to authorize the Superintendent to enter into negotiations with the New Bedford Federation of Paraprofessionals to review and revise the union contract book.

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

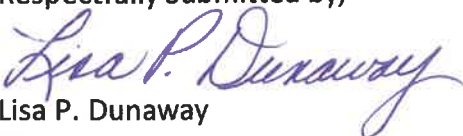
At 8:54 P.M., on a motion by Bruce Oliveira and seconded by Joshua Amaral, the Committee voted to adjourn.

The roll call vote was as follows:

John Oliveira - Yes	Joshua Amaral – Yes
Christopher Cotter – Yes	Colleen Dawicki - Yes
Jack Livramento – Yes	Mayor Mitchell – Yes
Bruce Oliveira - Yes	

7 – Yeas 0 – Nays 0 – Absent

Respectfully Submitted by,


Lisa P. Dunaway
Recording Secretary

Reviewed by,


Pia Durkin, Ph.D.
Superintendent, Secretary/School Committee