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School Committee Minutes 12/22/2009

APPROVED BY THE ARLINGTON SCHOOL COMMITTEE FEBRUARY 9, 2010

**THE ARLINGTON SCHOOL COMMITTEE
REGULAR MEETING
TUESDAY, DECEMBER 22, 2009
7:30 P.M.**

Present: Joe Curran, Chair
Joe Curro, Secretary Leba Heigham
Ronald Spangler Cindy Starks
Jeff Thielman
Interim Assistant Superintendent: Wallis Raemer

Arrived at 7:38 p.m.
Chief Financial Officer: Diane Johnson

Arrived at 7:40 p.m.
Vice Chair, Denise Burns
Student Representatives: Erin McDonald, Tori Hegarty

Excused Absence: Interim Superintendent: Kathleen Bodie
Special Education Director: Mark Ryder

EXECUTIVE SESSION

After Mr. Curran explained Graduation Requirement policy IKF, Mr. Thielman moved to enter into Executive Session at 7:30 p.m. to talk about an individual student, seconded by Mr. Curro.

Roll Call: Ms. Starks Yes, Ms. Heigham Yes, Dr. Spangler Yes, Mr. Thielman Yes, Mr. Curro Yes, and Mr. Curran Yes
Voted 6-0

Dr. Spangler moved to exit Executive Session at 7:40 p.m. and return to regular session, seconded by Mr. Curro.

Roll Call: Ms. Starks Yes, Ms. Heigham Yes, Dr. Spangler Yes, Mr. Thielman Yes, Mr. Curro Yes, and Mr. Curran Yes
Voted 6-0

PUBLIC PARTICIPATION

Dallin parent Lisa Adams spoke about her satisfaction with the K-1 classroom experiment this year.

Kathryn Gandek-Tighe, Dallin and AHS parent, expressed concerns about splitting up schools in a reconfiguration effort.

APPROVAL OF JOB DESCRIPTION

Confidential Administrative Assistant To CFO / Benefits Coordinator

After the committee heard that this was an existing position with additional duties, but no fiscal impact, Mr. Thielman moved to approved the Confidential Administrative Assistant To CFO / Benefits Coordinator, seconded by Dr. Spangler.

Voted 7-0

ARLINGTON HS PROGRAM OF STUDIES 2010-2011

Mr. Charlie Skidmore, Principal of Arlington High School presented the changes to the Program of Studies booklet for the 2010 and 2011 school year and noted that the program will be put out electronically in order to save money.

Mr. Thielman moved to approve the Arlington High School Program of Studies for 2010 - 2011 as presented, seconded by Ms. Starks.

Voted 7 - 0

Ms. Burns stated that the Policy and Procedures Subcommittee would review policies language on sending out programs electronically.

RACE TO THE TOP

Dr. Wallis Raemer, Interim Assistant Superintendent, and Julie Dunn, Grants Coordinator, presented the Massachusetts Race to the Top draft proposal from the Massachusetts Department of Elementary and Secondary Education. Dr. Raemer and Ms. Dunn explained the that the Superintendent, School Committee Chair and the Arlington Education Association President need to sign the Memorandum of Understanding between the Massachusetts Department of Elementary and Secondary Education and the Arlington Public Schools. This will establish a framework of collaboration, roles, and responsibilities in support of Massachusetts' implementation of an approved Race to the Top grant project.

Committee members expressed general agreement regarding the desirability of waiting to hear if the union will sign the Memorandum of Understanding and hearing which other districts are planning on signing.

FY 11 BUDGET OVERVIEW

Ms. Diane Johnson, Chief Financial Officer, will be meeting with Mr. Curro and other members of the Budget Subcommittee soon to continue FY 11 Budget discussions.

COMMUNITY RELATIONS SUBCOMMITTEE

Ms. Cindy Starks, Chair of the Community Relations Subcommittee and Mr. Curro explained that the Arlington Redevelopment Board had asked the School Committee to put together Warrant Articles on the control or jurisdiction of the Parmenter School and the Crosby School. The School Committee can only decide if Crosby School or Parmenter is temporary or permanently surplus.

Mr. Curro moved to have the Arlington School Committee submit the following two articles for inclusion of Town Warrant, seconded by Ms. Heigham.

Voted 7 -0

ARTICLE ____ TRANSFER OF REAL ESTATE/CROSBY SCHOOL

To see if the Town will vote (1) to continue the temporary transfer of the care, custody, management, and control of the Crosby School and/or the appurtenant land from the School Committee to the Arlington Redevelopment Board; (2) to transfer permanently the care, custody, management, and control of the Crosby School and/or the appurtenant land to the Board of Selectmen for disposition or to any other Town board or officer for any other specific municipal purpose, or take any action related thereto.

(Inserted at the request of the School Committee)

ARTICLE ____ TRANSFER OF REAL ESTATE/PARMENTER SCHOOL

To see if the Town will vote (1) to continue the temporary transfer of the care, custody, management, and control of the Parmenter School and/or the appurtenant land from the School Committee to the Arlington Redevelopment Board; (2) to transfer permanently the care, custody, management, and control of the Parmenter School and/or the appurtenant land to the Board of Selectmen for disposition or to any other Town board or officer for any other specific municipal purpose, or take any action related thereto.

(Inserted at the request of the School Committee)

SUPERINTENDENT'S REPORT

Dr. Wallis Raemer reported that Dr. Kathleen Bodie was home from the hospital and doing well. Dr. Raemer reported that the Massachusetts School Building Authority Designer Selection Panel for the Thompson Elementary School voted to interview five design teams, but that one team has withdrawn because they are not able to attend the December 29th interviews. Dr. Raemer also announced that Arlington High School was for the second time named a Silver Medal School by U.S. News and World Report. She mentioned that the administration and Town Manager are exploring the possibilities and ramifications of what we could offer as early retirement incentives to faculty.

SECRETARY'S REPORT

Mr. Curro reported on all correspondence received, Budget inquiries, Martin Luther King Jr. notice, Getting Ready for Kindergarten notice and Ottoson Middle School and Brackett School newsletters.

CONSENT AGENDA all items listed with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence.

***Approval of Warrant #10083 dated December 8, 2009 in the amount of \$ 389,208.14.**

***Approval of Minutes: School Committee meeting minutes November 2, 2009, November 10, 2009**

Ms. Burns moved to approve the Consent Agenda as presented, seconded by Mr. Thielman.

Voted: 7 - 0

SUPERINTENDENT SEARCH PROCESS SUBCOMMITTEE

Ms. Heigham said she would like Superintendent Search Screening Applications sent out to the entire Arlington Community and would like the Superintendent Search Process Subcommittee to screen all applications for the selection of the Superintendent Search Committee on January 7, 2010, subsequently bringing these to the full committee on Tuesday, January 12, 2010 for approval.

The full committee discussed at length the make-up of the Superintendent Search Committee.

Mr. Curro moved to authorize the creation of a Superintendent Search Committee, made up of the following:

- **Three parents of Arlington Public School students representing all levels (elementary, middle school, high school)**
- **Three additional community members at large to be recommended by the Superintendent Search Process Subcommittee, on the basis of an open application process, taking into account qualifications, commitment, and diversity of background.**
- **Chair of Arlington School Committee or his designee.**
- **Chair of Superintendent Search Process Subcommittee.**
- **One town-wide elected or appointed municipal official to be recommended by the Superintendent Search Process Subcommittee.**
- **Two representatives of the Arlington Education Association (one each from units A & C), to be recommended by the AEA.**
- **One principal or other administrator.**
- **One student to be recommended by the Arlington High School Student Advisory Council.**

Said recommendations shall be presented to the full Arlington School Committee for final approval on January 12, 2010, seconded by Ms. Heigham

Voted: 7-0.

Ms. Heigham provided School Committee members the following documents from Glenn Koocher, --the Committee consultant from the Massachusetts Association of School Committees: Superintendent of Schools job description; Application for Superintendent; Key Decisions for the Arlington School Committee (dated December 15, 2009); and the Arlington Public Schools Superintendent Search brochure. Ms. Burns wanted the Superintendent Search Process Subcommittee to finalize all documents and have the full committee vote these documents for approval on January 12, 2010. After further discussion it was agreed to have Ms. Heigham move forward, work with Mr. Glenn Koocher, MASC Consultant, and have all Superintendent Applications due by 5:00 p.m. on Friday, February 5, 2010.

The committee members were in agreement about the need to attract a broad pool of applicants for the Superintendent Search and -- after one suggestion that the top end of the range begin at \$200,000 -- the committee agreed to a salary range of \$155,000 to \$175,000.

Mr. Thielman moved to approve the Salary Range of \$155,000 to \$175,000 for the Superintendent of Schools, seconded by Ms. Heigham. This motion was amended by motion of Mr. Curro to include the phrase “, plus full

fringe benefit package negotiable.”

Voted: 7-0

ROUNDTABLE

The student representatives gave an update on AHS athletic teams. Ms. Johnson had said that on the last Accounts Payable spreadsheet a purchase order was mislabeled and the contract retainer fee amount for Stoneman, Chandler and Miller has been corrected and the spreadsheet and journal entry was updated. Mr. Curran wished everyone a happy holiday season.

ADJOURNMENT

Ms. Burns moved to adjourn at 10:30 p.m., seconded by Mr. Curro.

Voted: 7 - 0

Respectfully submitted by

Karen M. Fitzgerald

Administrative Assistant

Arlington School Committee/jc