

**DEDHAM PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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**MINUTES  
December 5, 2017**

**MEMBERS OF THE SCHOOL COMMITTEE PRESENT:**

Mayanne Briggs, Chair  
Steve Bilafer, Vice-Chair  
Kevin Coughlin  
Joshua Donati  
Lisa Laprade  
Melissa Pearrow  
Tracey White

**MEMBERS OF THE SCHOOL COMMITTEE ABSENT:**

None

**MEMBERS OF THE ADMINISTRATION PRESENT:**

Michael Welch, Superintendent  
Dr. Ian Kelly, Assistant Superintendent  
Samuel Rippin, Assistant Superintendent for Business & Finance

Meeting Location: Dedham Middle School

Meeting commenced at 7:05 p.m.

From 6:30 p.m. to 7:05 p.m. the Committee met with the Dedham Middle School community.

Dedham Middle School student Sonia Resha, Grade 8, opened the meeting.

**Student Update**

Evan Landry and Abigail Jiminian provided the Committee with an update on happenings and events occurring throughout the Dedham Public Schools.

**Recognitions – Dedham Middle School Presentation**

Principal Karen Hillman, DMS Teachers and DMS Students provided the Committee with an update on Dedham Middle School. The presentation will be available on the district website. The report included the creation of a school mantra; changes to the Middle School schedule which now incorporates electives during the day; the teachers' perspective of the schedule changes; Instructional Coaches; the increase in Health and

Wellness classes; working out the kinks of the new schedule; professional development; collaborating with the High School; using survey data to help plan for the future; and social emotional learning.

Students who spoke on behalf of DMS's new electives and schedule were Connor Loughlin, Grade 7, Sonia Resha, Grade 8; Bennett Hill, Grade 8; and Ron Isidor, Grade 7.

Teachers who spoke on behalf of the changes at DMS were Andrew Patterson, Grade 7 English teacher; Mark Carney, Director of Health and Wellness; and Carrie Rainville-Collins, Health Teacher and SEL Program Developer.

Staff in attendance included Assistant Principal Matt Reera and Guidance Councilor Kevin Quaranto.

The Committee allowed audience members a chance to voice their concerns. Topics included curriculum collaboration between the High School and Middle School, improvements to elective options with qualified instructors to meet the wants and needs of students, working out theory vs. practice with the new schedule, and the instruction of the Health and Wellness classes.

Jen Harris, DMS PTO President spoke about the PTO and stated that the PTO is working to bring in guest speakers (DPS staff) to their meetings to try to increase membership.

Ms. Laprade noted she would like to see the students surveyed again to see what electives they would like to see on the schedule. She also inquired whether the Health and Wellness participation was so high due to the number of classes being offered. She also asked Ms. Hillman what she needed from the board. Ms. Hillman explained she is reviewing the elective selection and feels there is room for growth. She agreed with Ms. Laprade's observation of the Health and Wellness classes and would like to see more of a balance. She also noted she would let the Committee know if she needed anything.

Mr. Donati asked what could be done in the short term to help students with immediate concerns. He also asked what kind of parent communication is in place with regards to student grades. Ms. Hillman explained that she has been working closely with the Guidance Department to help make changes to student schedules. She also explained that she and Mr. Reera meet regularly with the teachers to discuss students. She highly encourages teacher communication with parents on any issue. The Power School portal is a good source for parents to view grades; however, communication via phone or email is important.

Dr. Pearrow asked Ms. Hillman how she is supporting the staff through these changes. Ms. Hillman feels the support begins with her leadership and feedback. Dr. Pearrow wants to make sure the staff knows the board supports them, too.

Mr. Coughlin thanked the teachers for working with the Board on making the schedule change. He also stated that the Budget Subcommittee will help with supporting resources.

Ms. White addressed the students asking them if they completed the survey that was sent out last year. The students said that they had. Ms. White let the students know that it is important to the Board to hear what they have to say. She asked Ms. Hillman what the students could do if they felt an elective was not a good fit. Ms. Hillman explained that

she would first try to figure out what is not working and why, then she would try to find an option. Ms Hillman also explained she would like to increase arts and technology electives.

Mr. Bilafer wanted to the Middle School community to know the issues that have been brought forward tonight are being heard.

Ms. Briggs thanked the teachers for being open to feedback, noting that it is not an easy thing to do.

## **Superintendent's Update**

### Superintendent Michael J. Welch

For the purpose of respecting and preserving time, Supt. Welch explained to the Committee that his entire update was in their shared folder and that he would just highlight a few topics.

Today the Supt. Welch completed his 30-Day update.

He has continued to conduct weekly interviews with members from the DHS Senior Class.

On November 27, he completed another taping of “Ask the Superintendent” program on Dedham Cable Television.

Supt. Welch attended the annual Boosters’ Club Fall Sports Recognition Night on November 28.

There is currently a massive amount of high quality training and professional development taking place all over the district. The Office of Curriculum, Instruction, and Assessment has created a website for teachers that offers a snapshot of what has taken place during November.

On November 30, Supt. Welch had the opportunity to participate in the School-To-Careers program “Back To School” Day at Dedham High School.

## **Reports**

### Facilities Usage Review

Director of Facilities Denise Moroney presented to the Committee a report on FY17 facility rentals. The presentation will be available on the district website. The report included an overview of who rents the facilities, rental fees per building, Athletic Complex fees, rental overtime costs, rental revenue, and implementation of school Dude systems.

Ms. White noted that the Policy Subcommittee is working on a new fee schedule. She inquired into the wear and tear on the buildings that are being used more often. Ms. Moroney noted that more replacements are needed on the equipment used for the upkeep of those buildings.

Mr. Coughlin asked how the Administration is managing the over-use of facilities. Ms. Moroney explained that currently Class 1 (internal) users are not being recorded. Only Class 2 and Class 3 renters are being recorded in School Dude. Ms. Moroney stated that she was looking into the capability of inputting Class 1 activity to have a better overview of the use in all facilities.

Supt. Welch noted the need to discuss the capacity of managing the building use and the extra burden it puts on the staff.

Mr. Coughlin inquired if the schools should be cutting back on outside rentals

Ms. Laprade inquired into the loss of \$40,000 that was previously generated by the Encounter Church rental. Ms. Rippin stated that the facility income is relied upon to meet the needs of buildings. It will be a challenge to replace those funds.

Mr. Bilafer stated that the Administration needs to consistently monitor the use of the facilities to make sure there is a balance between capacity use and inconvenience to the neighborhood. He would like to see how many hours the facilities are being used and what the percentage of that occurs on weekends.

Ms. Briggs inquired into the turf field and how was it holding up. Athletic Director Steve Traister stated the field should last 10 to 12 years. It is currently about 5 years old and is out of warranty. The seams get fixed several times a year. Ms. Moroney noted the field is mostly utilized by Class 1 users.

#### Fall Athletics Update

Director of Athletics Steve Traister provided a presentation to the Committee on 2017-2018 fall athletics. Mr. Traister informed the Committee that Dedham is back on the MIAA honor roll. Also, this is his first report to the Committee with Dedham being a member of the Tri-Valley league. The presentation will be available on the district website. Mr. Traister made special mention of 12 students who were Tri-Valley league all-stars. The report also included fall participation numbers for High School and Middle School, won-loss records, comparison of previous Baystate vs. Tri-Valley league records, winter enrollment and MIAA waivers.

Mr. Traister thanked the Committee for enhancements to the Athletic Department including lowering the user fee to \$75, adding a Strength and Conditioning Coach who is accessible to all athletes, funding for uniforms, and the multi-functional bus.

Dedham Football won the Tri-Valley Sportsmanship Award.

Mr. Coughlin expressed that he felt the move to the Tri-Valley League has been a success.

Ms. White asked how the students felt about the move to the new league. Mr. Traister felt that it was a bigger transition for the adults than it was for the students. The students are fine with the change.

## Old/New Business

### Discussion and Vote on 2017-2018 Secretarial MOA

No further discussion.

Mr. Bilafer motioned to approve the MOA between the Dedham School Committee and AFSCME, Local 362, Dedham School Secretaries as presented on 11/21/17; Ms. White second; a roll call vote was taken:

Kevin Coughlin- Yes  
Joshua Donati- Yes  
Lisa Laprade- Yes  
Melissa Pearrow- Yes  
Tracey White- Yes  
Mayanne Briggs, Chair- Yes  
Steve Bilafer, Vice-Chair- Yes

Motion passed 7-0.

### Discussion and Vote on 201 Custodial MOA

No further discussion.

Mr. Bilafer motioned to approve the MOA between the Dedham School Committee and AFSCME, Council 93, AFL-CIO, Dedham School Custodians as presented on 11/21/17; Dr. Pearrow second; a roll call vote was taken:

Kevin Coughlin- Yes  
Joshua Donati- Yes  
Lisa Laprade- Yes  
Melissa Pearrow- Yes  
Tracey White- Yes  
Mayanne Briggs, Chair- Yes  
Steve Bilafer, Vice-Chair- Yes

Motion approved 7-0.

## Subcommittee Reports & Updates

### Policy

Ms. Laprade summarized the first reading of four new proposed policies.

The policies read as follows:

#### *EEAA- Walkers and Riders*

Students will be entitled to transportation to and from school at the expense of the public schools when such transportation conforms to applicable provisions of the Massachusetts General Laws. Reimbursement to the school system for transportation costs is given by the Commonwealth, subject to appropriation, only

for (a) students living at least one and one half miles from school, (b) students who live more than one mile from the nearest bus stop, and (c) students with special needs for whom transportation must be provided.

Additionally, the Dedham School Committee will provide free transportation by means of the School Department's scheduled bus service for students as follows:

1. All kindergarten students attending the ECEC.
2. All students enrolled in grades 1-6 living outside of a two-mile radius of the school they are attending as determined by the School Department administration
3. Any student enrolled in grades 1-6 who attends a school that requires s/he to cross a four lane divided highway where there is NOT a traffic light and/or a traffic director present.

Exceptions to these guidelines may be made at the discretion of the Superintendent.

#### *EEAEA Bus Drive Examination and Training*

The Dedham School Committee will reserve the right to approve or disapprove persons employed by the bus contractor to drive school transportation vehicles.

1. Courteous and careful drivers will be required.
2. Each driver will file with school officials a medical certificate and proof of freedom from tuberculosis.
3. Only persons who are properly licensed by the state and have completed the driver-training program will be permitted to drive school buses.
4. The contractor will furnish the School Committee with a list of names of drivers and their safety records for the last three years.
5. The contractor will notify school officials as soon as possible of any change of bus drivers.

#### *EEAEA-1 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*

The Dedham Public School District shall adhere to federal law and Department of Transportation regulations requiring a drug and alcohol-testing program for school bus drivers and commercial vehicle drivers. Such testing will be conducted for five different situations: pre-employment, randomly, following an accident, following an authorization to return to duty, and upon reasonable suspicion that a driver is under the influence of alcohol or using drugs.

The District will comply with Department of Transportation protocols regarding the collection and testing necessary to establish whether alcohol or drugs are present in the driver's system, and regulations will be established for the steps to be taken in the event that test results are positive.

This program shall comply with the requirements of Federal law and regulations. The Superintendent or designees shall adopt and enact procedures consistent with the federal regulations, defining the circumstances and procedures for testing.

#### *EEAJ- Motor Vehicle Idling on School Grounds*

No motor vehicle operator shall cause or allow any motor vehicle operated by him or her on school grounds to idle unnecessarily, except for any of the following reasons: traffic conditions; queuing at a school for the purpose of picking up or discharging students; turbo-charged diesel engine cool down or warm up; maintenance of appropriate temperature for school buses when accepting or discharging passengers not to exceed three minutes in any fifteen minute period or one minute in any fifteen minute period for other motor vehicles; for circumstances involving safety or emergencies and for servicing or repairing motor vehicles; and as these exceptions are more completely described in the below referenced regulations. The term "school grounds" shall mean in, on or within 100 feet of the real property of the school whether or not it is in session, and shall include any athletic field or facility and any playground used for school purposes or functions which is owned by the municipality or school district, regardless of proximity to a school building, as well as any parking lot appurtenant to such school athletic field, facility or playground. Reasonable efforts shall be made by the district to identify by signage all known and actual air intake systems, which may be within 100 feet of an idling motor vehicle. A motor vehicle operator shall not idle a motor within 100 feet of such air intake system, unless the Dedham School District has determined that alternative locations block traffic, impair student safety or are not cost effective.

The Dedham School District shall erect and maintain in a conspicuous location on school grounds "NO IDLING" signage as described below. All such signage shall contain appropriate sized font so as to be visible from a distance of 50 feet.

Mr. Bilafer inquired if these change current practices. Ms. Laprade stated that they do not. It just puts practices into policy.

#### Budget Subcommittee

Mr. Coughlin stated that the Budget Subcommittee met this evening and that all members will be receiving the list of all capital budget items being requested.

#### Equity and Inclusion Task Force

Supt. Welch explained that there would be a meeting next week on December 13 to plan the Martin Luther King Celebration on 1/15/18. There will be more details to follow.

#### Negotiations

No new reports

#### SBRC

Mr. Bilafer stated there was a meeting last night. He updated the Committee on the progress of the new ECEC - the footings for the new building have been poured, soil is being moved off of the site, offsite measures on High Street are being coordinated with the Planning Board, and color schemes of the new building are being discussed.

## **Minutes**

Mr. Coughlin motioned to approve the minutes of November 21, 2017 as presented, Dr. Pearrow second; the Committee voted 7-0 in favor.

### Update on new Registrations:

Supt. Welch updated the Committee on families that have been displaced by Hurricane Maria in Puerto Rico. FEMA has placed some families at a local hotel while others are staying with family. DPS has currently enrolled 24 students. Last week, Supt. Welch formed a team of 12 staff members to go to the hotel, meet with families, register students and explore their needs. Most of the students do not speak English. They will need ELL services. There is an expected 6 to 8 additional families moving in in the next couple of weeks. Supt. Welch has been in touch with Nancy Baker at Town Hall to assist with the non-educational needs and donations.

Dr. Kelly explained ELL requirements to the Committee. DPS has over 200 ELL students. DPS is currently within proper FTE levels for the number of ELL students enrolled. Oakdale and the High School have been impacted most by the new registrations. The District is legally bound to provide a certain level of service. Each new student will need 90 minutes of ELL services each day. Dr. Kelly's office will be reallocating staff to meet the appropriate needs. If the enrollment numbers continue to increase, there will be a need for additional staff.

Mr. Rippin explained that the situation is not unique to Dedham. The State may or may not provide additional funds to support school budgets. At this time, details are speculative. A grant has been established for transportation relief if more than 50 students enroll. That is the only known funding source to Mr. Rippin at this time.

Mr. Donati inquired about funds for additional enrollment. Mr. Rippin noted that enrollment counts for state funding are as of October 1. If students stay to next October, they will get money from the state.

Ms. White complimented the Community on embracing these new families.

Dr. Pearrow asked how communication was going to be updated on the needs of the families. Supt. Welch stated that he would send information to the Committee as soon as he receives it.

Ms. Briggs stated that she met with Assistant Town Manager Nancy Baker and Donna Grier from Dedham Cable Television to discuss communication options to the community.

## **Donations**

None

## **Public Comment**

None



## **Acknowledgements and Announcements**

Ms. White announced she attended the DMS student run play and noted the outstanding job of the students.

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Ms. Briggs stated the need to enter Executive Session under Exemption 3, Contract Negotiations.

Ms. White motioned to enter Executive Session under Exemption 3, Contract Negotiations, Mr. Bilafer second; a roll call vote was taken:

Lisa Laprade - Yes  
Joshua Donati - Yes  
Melissa Pearrow - Yes  
Kevin Coughlin - Yes  
Tracey White - Yes  
Steve Bilafer, Vice-Chair - Yes  
Mayanne Briggs, Chair - Yes

Ms. Briggs announced that the Committee would not be returning to the regular meeting.

Regular meeting ended at 9:38 p.m.