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**DEDHAM PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

**MEETING MINUTES
September 11, 2013**

MEMBERS OF THE SCHOOL COMMITTEE PRESENT:

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| Joe Heisler, Chair | Jen Barsamian, Vice Chair | Tom Ryan |
| Kevin Coughlin | Mayanne Briggs | Susan Butler-Walko |
| Rachel McGregor | | |

MEMBERS OF THE CENTRAL ADMINISTRATION PRESENT:

June Doe, Superintendent
Cynthia Kelly, Assistant Superintendent
Michael LaFrancesca, Assistant Superintendent for Business and Finance
Kathy Gaudreau, Director of Special Education

Meeting began 6:09p.m.

The Superintendent had a moment of silence in memory of Nichol Ahl, a Riverdale School student who passed away this week. Superintendent Doe briefly described the opening of school where as 2900 eager and excited students were welcomed back. The opening week, however had changed to grief when we learned the news of Nichol's death. The Superintendent respectfully asked to move forward with the agenda.

Mr. LaFrancesca updated the committee on the renovations and repairs that took place this past summer in all schools.

MASTER PLAN UPDATE – Brad Dore and Jason Boone from Dore & Whittier presented a Facility Assessment and a Space Needs analysis in each school building. Primary motivation is to present the Master Plan to the MSBA. The Master Plan can be accessed on the Dedham Public School District website approx. 750 pages.

Highlights to the Master Plan Update:

- Original Master Plan student was 2003, then another Plan took place in 2008.
- MSBA guidelines
- Discussed existing spaces in each building
- Enrollment projections from NESDEC and data analysis
- 4 Options to the Master Plan
- What would be required to bring the schools into code
- Concept development and cost estimates

Public comments – Mr. Lawlor asked for clarification of what was written in the original Master Plan. Mr. Lawlor questioned if Dedham needs 4 elementary schools due to the decrease in enrollment mostly at the Riverdale School. Mr. Lawlor suggested giving the tax payers of Dedham the opportunity of getting 2 feasibility studies done. Mr. Lawlor said the plan was deeply flawed, and sets up for a very deeply unattractive choice, making no sense 5-7 years down the road. He discussed the decline in current enrollment projections and projected fertility rates. He stated, "Does it make fiscal sense to educate 183 students at the Riverdale School".

Mr. Heisler commented saying he felt compelled to move forward to follow the state guidelines with MSBA and he remains optimistic. Mr. Heisler stated the need to be flexible and remain open minded, and we need to get something on the town warrant.

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Mr. Moulton, Chairman of the SBRC explained that once the article needs to go into the newspaper, it cannot be changed. If the warrant article is site specific, and only addresses the ECEC, we need to explore multiple options, eventually we have a tough decision to make.

Mr. Poole spoke regarding combining ECEC and the Riverdale School and the negative impact on the neighborhood. "It will be a cold day in before I vote for it."

Mr. Heisler stated that no one on this School Committee is talking about closing the Riverdale School. He stated he would not vote to close a neighborhood school here.

Mr. Ryan commented regarding the speakers, there's certainly room to resolve issues. There are two schools of thought, the Dexter facility or a combined facility. A feasibility study will address the Dexter and/or combined facility.

Mary Gilbert commented, she has not seen it in the information in the school committee minutes. Mrs. Briggs replied saying that the July meeting minutes have not been posted because they will be voted tonight and posted. The School committee meets once in July and once in August.

Mr. Heisler announced that the discussion on this topic was closed.

REPORTS

The Marketing Sub Committee report has been postponed for another meeting

EXECUTIVE SEARCH SUB COMMITTEE: The Superintendent's Sub Committee met this evening. The committee will be seeking a consulting firm. Mrs. Briggs read the outline from the Superintendent's RFP:

OVERVIEW

The Dedham School Committee seeks proposals from qualified consultants, consulting firms, or executive recruiters to provide executive search services for the position of Superintendent of Schools. The consultant, consulting firm or executive recruiter will develop an overall approach and process for hiring a Superintendent for the Dedham Public Schools and to assist the School Committee in recruiting and selecting the new Superintendent. It is important that the process allow voices in the staff and community to be heard on the most important issues facing education in Dedham and what qualifications for a Superintendent candidate will be needed to lead the district. The Assistant Superintendent for Business and Finance has determined that in order to select the most advantageous proposal to search for and select a new Superintendent for the District, comparative judgments of technical factors in addition to price will be necessary.

Use of the RFP process will enable the District to provide higher ratings to consultants whose key project personnel have extensive experience providing similar services to districts similar to Dedham. Using documentation provided by Proposers, as outlined below in "Proposal Submission Requirements," the Dedham School Committee and/or its designee(s) will evaluate each Proposer's experience, proposed methodology for the search process, proposed action plans and timelines, ability to communicate effectively, and past successes in meeting the needs of other district searches. After review and evaluation of submitted proposals, the Committee will schedule interviews with proposers who have been deemed "Highly Advantageous." The successful proposer will be expected to develop and implement a search plan in accordance with the proposal requirements as further described herein.

Highlights:

The scope of work will include, but not be limited to, a process which includes the following:

- Review position requirements and solicit opinions from various stakeholders, including School Committee members, Dedham Public Schools staff, parents, elected and/or appointed Town officials, and members of the community to help the School Committee define the leadership needs of the school system.

- We recommend various community stakeholders for a Screening Committee, subject to School Committee approval, to screen resumes, conduct initial interviews, and recommend a minimum of three (3) finalists to the School Committee.
- They will present findings and recommendations gathered from stakeholders' interviews (otherwise known as focus groups) in a written report to the School Committee.
- We plan on having this be an inclusive process where anyone who would like to take part will at least be able to have a say in these focus groups.

The plan moving forward:

- Mr. LaFrancesca will send the RFP to the central registrar tomorrow to the state. It will be posted on September 19th on our website, local newspapers, at the state level in the central registry.
- Also we are going to have the RFP posted with the Mass Assoc. of School Superintendents, the Mass Assoc of School Committees, New England Development Council, and Futures Management, we are going to send it direct to four.
- All RFP's have to be back to the town by November 8, 2013 @ 2:00 p.m.
- Sub Committee will then review the RFP's.
- Interview process, which is a public process, selection of the search committee will then be voted on in public and selected.

Mr. Coughlin motioned to approve report and to move forward with the search for an executive search firm, seconded by Mrs. McGregor. Voted unanimous, 7 – 0 approved.

Second Motion made by Mrs. Briggs to approve advertisement for the Request For Proposal to go to the central registry, the website, the newspaper, seconded by Mrs. Butler-Walko. Voted unanimous, 7-0 approved.

OLD BUSINESS/NEW BUSINESS

School Committee Goals – On August 14th the school committee met for a goal setting workshop.

1. Hiring new superintendent
2. Continue with our communication – Two newsletters in the local newspapers, one in January and one in June.
3. Review at least three policies. Plan on looking at the volunteer coaches policies.
4. Feasibility study for the ECEC to town meeting and getting that to town meeting.

Motion made by Mrs. Butler-Walko to approve the School Committee goals set for this year, seconded by Mrs. Briggs, voted unanimous. Vote 7-0 approved.

MINUTES:

Motion made by Mrs. Briggs to accept the July 3, 2013 minutes as corrected – (typo on donation section the word “school”) and seconded by Mrs. Barsamian. Mrs. McGregor abstained. Voted unanimous, 6-0

Motion made by Mrs. Briggs, to accept the July 31, 2013 executive session minutes, seconded by Mrs. Barsamian –Mrs. McGregor abstained. Voted unanimous 6-0.

August 14, 2013 Minutes:

Correction: Mrs. McGregor was present

Correction: Under Public Comment section– Mr. Maher’s son Andrew Maher spoke also spoke about the importance of this course.

Correction: Add Mass Bay Discussion – Mrs. Butler-Walko requested any material or announcements released by guidance and or Dr. McCormick be reviewed and approved by Dr. Kelly or Principal McCarthy for approval.

Correction: Superintendent’s update – 4th line strike the word “brot”, put “and were aligned”

Correction: Mass Bay – add the word DHS courses were all examined by Mass Bay.

Motion made by Mr. Ryan to approve August 14 2013 as corrected by and seconded by Mrs. Butler-Walko, Voted unanimous. Approved 7-0.

DONATIONS:

Donation made by Donorschoose.org for the Avery School to teacher Alison Kieffner for her program, “Let’s get our boys reading”. Value is \$455.14

Motion made by Mrs. Barsamian with grateful appreciation to accept \$455.14 donation to Alison Kieffner, seconded by Mr. Ryan with grateful appreciation. All approved. Vote 7-0.
Mrs. Butler-Walko suggested this get put on the website.

PUBLIC COMMENTS

None

Motion to adjourn, made by Mrs. Briggs, seconded by Mrs. McGregor, all approved.