

**Wilmington Public Schools**  
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*School Committee*

**Minutes of the Regular School Committee Meeting**

October 26, 2011

1. **Roll Call:** Chairwoman Margaret Kane called the Regular Meeting to order at 7:00 p.m. Present were: Superintendent Joanne Benton, Assistant Superintendent Kathleen Burnham, Mr. Quincy Vale, Mr. Mario Marchese, Ms. Ginny Bonish, Dr. Leslee Quick, Mrs. Kathleen Carroll and Mr. Paul Ruggiero. Mr. Robert Hayes was not present at Roll Call.
2. **Approval of Items by Consensus:**
  - A. **Introduction of Items by Superintendent**
  - B. **Requests to Withdraw Items**
  - C. **Items for Approval:**
    1. **Approval of Minutes: October 12, 2011 – Regular Session**
    2. **Approval of Minutes: Joint Meeting of Selectmen**
    3. **Approval of Field Trip—High School—New York**
    4. **Warrants: FS4A, FS5, CF7, G403, R206, R207; Payroll 10/12**
  - D. **Consideration for Items Withdrawn from Consensus**

Superintendent Joanne Benton reviewed the four (4) items for approval on the Consent Agenda.

Chairwoman Margaret Kane called for a motion to approve the October 12, 2011 Regular Session School Committee minutes.

**Motion**, by Mr. Mario Marchese, seconded by Dr. Leslee Quick to approve the October 12, 2011 Regular Session School Committee minutes.  
Motion passed unanimously.

Chairwoman Margaret Kane called for a motion to approve the minutes of the Joint Meeting with Selectmen.

**Motion**, by Dr. Leslee Quick, seconded by Mrs. Kathleen Carroll to approve the minutes of the Joint Meeting with Selectmen.  
Motion passed unanimously.

Chairwoman Kane called for a motion to approve the High School Field Trip to New York.

**Motion**, by Ms. Ginny Bonish, seconded by Dr. Leslee Quick to approve the High School Field Trip to New York.  
Motion passed unanimously.

Chairwoman Margaret Kane called for a motion to approve Treasury Warrants: FS4A, FS5, CF7, G403, R206, R207.

**Motion**, by Mr. Mario Marchese, seconded by Ms. Ginny Bonish to approve the Treasury Warrants as stated.

Motion passed unanimously.

Chairwoman Margaret Kane called for a motion to approve the Payroll for October 12, 2011.

**Motion**, by Dr. Leslee Quick, seconded by Mr. Mario Marchese to approve the Payroll for October 12, 2011.

**Vote:** Five (5) in favor; one (1) abstain; Mrs. Kathleen Carroll abstained from vote.

### **3. Superintendent's Report**

Superintendent Benton distributed the October Edition of The Wildcat News.

#### **1. FY2013 Budget Development Timeline**

Superintendent Joanne Benton referred to the FY13 budget timeline draft stating that presentation is scheduled for the December 14 School Committee Meeting; the meeting will begin at 6:30 p.m.

#### **2. November 1<sup>st</sup> Professional Day**

Superintendent Joanne Benton announced that November 1 will be a Professional Development Day; there will be no school for students. The Professional Development Committee will host "Differentiating Instruction" with guest speakers Judy Stoehr and Linda Allen. The meeting will begin at 8:00 a.m. at the Middle School.

#### **3. Report of Results**

Superintendent Joanne Benton referenced the Report of Results of Individual School Improvement Plans for the 2010-2011 School-year. Ms. Benton explained that the report summarizes goals and progress made and stated that although many goals were achieved there is still work to be done. Principals' were in attendance to answer questions.

#### **Questions and Comments:**

Chairwoman Kane suggested the results be reviewed along with Agenda Item 5.1--District and School Improvement Plan presentations.

Superintendent Joanne Benton agreed.

### **4. Old Business**

#### **1. HSBC Update**

Superintendent Joanne Benton reported that the Public Forum took place on October 13; she distributed a copy of the Warrant that was signed by the Board of Selectman at the Special Town meeting on Monday evening. She reminded all that the Finance Committee Public Hearing will take place on Monday, November 21 at 7:00 p.m. Ms. Benton reported that the Town Manager and the Director of Finance will accompany her to Boston on Friday to have a preliminary meeting with the architects, OPM and MSBA; she hopes the meeting will lead to a vote by the MSBA on November 16.

#### **Questions and Comments:**

Chairwoman Kane requested all committee members' attend the meeting on November 21, stating this will be the committee's second meeting for November.

Mr. Quincy Vale clarified that the November 21 meeting will replace the November 23 meeting.

## **5. New Business**

### **1. District School Improvement Plan**

Superintendent Joanne Benton introduced Assistant Superintendent Ms. Kathleen (Kate) Burnham to present an overview of the District-Wide Improvement Plan, as well as individualized School Improvement Plans.

Ms. Burnham provided a PowerPoint presentation highlighting the District's Goals for 2011-2012; she stated that the goals are aligned with the Superintendent's Goals which were approved in September 2011. Each school's individualized School Improvement Plan supports student achievement; goals are data-driven and measurable to meet student achievement.

Ms. Burnham introduced the Principals as they presented their 2011-2012 School Improvement Plans.

### **High School Improvement Plan**

#### **Mr. Eric Tracy, Principal**

Mr. Tracy began his presentation by thanking the members of the school advisory councils', parents, and representatives—he proceeded to review the goals for the high school.

#### **Goals:**

- 1. To share and integrate 21<sup>st</sup> century skills with staff and within the curriculum.**
- 2. Continue to address the recommendations of the NEAS&C.**
- 3. Plan and study the implementation of inclusion classes for Special Education students.**

Mr. Tracy outlined plans for integrating 21<sup>st</sup> century skills. He stated that the NEAS&C Report has been submitted and many of the recommendations are on track; the report is in the review process.

Mr. Tracy described several options of inclusion models for Special Education students in self-contained classrooms, stating that we are looking at bringing together a regular education teacher and a special education staff member; this was done several years back with almost 100% success.

#### **Questions and Comments:**

Chairwoman Margaret Kane asked if the teacher collaboration is similar to programs at the Middle School; further inquiring about teacher workloads.

Mr. Tracy responded stating it seems to reduce the workload.

Ms. Christine McMenimen stated it is similar to Middle School programming and it has been successful.

Chairwoman Kane asked if it was reported to NEASC that work in the library has not begun.

Mr. Tracy stated that we have a 5-year window to address that issue.

Chairwoman Kane asked for clarification of the library recommendation.

Mr. Tracy stated that an electronic format was suggested.

*\*Mr. Robert Hayes arrived at 7:17 p.m.*

Mr. Robert Hayes apologized for being late and proceeded to ask Mr. Tracy to clarify the budget for print and non-print materials.

Mr. Tracy responded that it is level-funded.

Superintendent Joanne Benton commented that better use of the library space is recommended; we are looking to re-shape the library district-wide. She further stated that budget discussion is planned for the December 14 meeting.

Mr. Hayes stated that he looks forward to upgrading to an online catalog and re-shaping the library.

Chairwoman Kane inquired about times during the day that students are able to use the library.

Mr. Tracy stated that teachers have integrated this into classroom time; it is also used throughout the day for reference and various other reasons. He additionally stated that the accreditation recommendation was to incorporate the library into the curriculum; attempts to make progress have been made to meet possibilities of a new building.

Mr. Mario Marchese requested data on book circulation.

Mr. Tracy stated there is usage of the books and he will gather and provide circulation information.

### **Middle School Improvement Plan**

#### **Ms. Christine McMenimen, Principal**

Ms. McMenimen began her presentation by thanking school councils', representatives, and parents for their input and feedback. She outlined the goals and provided a comprehensive report including strategies that will assist them in meeting their vision.

#### **Goals:**

- 1. To implement Common Core State Standards according to DESE timelines and increase students' opportunities for mastery.**
- 2A: To have the aggregate and all student sub-groups meet their improvement target and/or their performance targets.**
- 2B: To increase the number of students in the MCAS Advanced and Proficient Performance Categories in Mathematics, English Language Arts (ELA), and Science and Technology.**
- 3. To ensure all students and staff have the necessary technological tools to improve student learning and daily classroom instruction.**

Ms. McMenimen stated that last-year teachers' began implementing Common Core Standards according to the DESE recommendations and will continue to do this; alignment will be reviewed to increase opportunities for mastery. She reported an increase in the number of students in the MCAS Advanced and Proficient Performance categories for Math, ELA and Science and Technology in Grades 6 and 7—although we did not have enough to meet Adequate Yearly Progress (AYP) requirements—the report reflects a number of activities that we plan to work on this year.

### **Questions and Comments:**

Mr. Quincy Vale asked what supports are in place for students in the current year.

Superintendent Benton stated that faculty took the Grade 8 MCAS test last Friday in an effort to determine areas of difficulty; she encouraged the committee members to also take it. She additionally stated that funds from Title I will help coordinate after school programming. Ms. Benton also stated that materials are being reviewed to support Special Education students and we are looking into piloting programs that have been successful with these students.

Dr. Leslee Quick asked if correlations in grading and scoring have been identified.

Ms. McMenimen replied that it varies; no trends have been identified—it is seen on both ends.

Chairwoman Margaret Kane reminded the public that we are talking about a minor percentage of students, stating this is not a generalization of the entire eighth grade. She further inquired as to when the increase in mathematics instruction time can be expected.

Ms. McMenimen stated this will be studied and examined over the course of this year and opportunities will be considered.

Mr. Robert Hayes commented on the decline in MCAS percentages for mathematics.

Ms. McMenimen replied that the state average is 48; she reported that according to discussions with colleagues, the eighth grade seems to be an enigma.

### **North and West Intermediate Schools**

**Mr. Frank Ferriero, Principal, North Intermediate**

**Mr. Dennis Shaw, Principal, West Intermediate**

Mr. Dennis Shaw began the presentation by thanking council members, parents, representatives and faculty. Both Principals' reviewed the goals for their Schools.

#### **Goals:**

- 1. To increase the percentage of students in the Proficient/Advanced categories in ELA in both grades four and five, as compared to their previous year's scores.**
- 2. To increase the percentage of students in the Proficient/Advanced categories in Mathematics in both grades four and five, as compared to their previous year's scores.**
- 3. To positively affect the social growth and development of all students in the school community.**

Mr. Shaw reported that the faculty took the ELA and math tests for the first time this year; data is being analyzed to determine trends and difficulties. He continued to report that focus will be made on methodology of the reading program; plans are being coordinated to integrate a program that has been used at the Shawsheen School.

Mr. Ferriero reviewed programs, activities, and support programs that have been successful. He reported that Second Step for violence prevention will continue and announced coordination of a new group, NorthSTARS, which focuses on community service and social responsibility. He continued to report that percentages, initiatives, and service delivery to special needs students is under review.

**Questions and Comments:**

Mr. Mario Marchese commented that he is happy to hear that data from the teacher-testing is being analyzed.

Mr. Robert Hayes commented that after reviewing correspondence from various sources, documented reports of bullying have increased since legislation; he then asked if the schools had noted a rise in reporting.

Mr. Ferriero stated that he feels bullying has reduced.

Superintendent Joanne Benton commented that reports have gone down, further stating that when legislation was first passed there were many misinterpreted cases. She offered to provide a report at the next meeting.

Dr. Leslee Quick asked for elaboration on the Second Step program.

Mr. Shaw stated that the program is taught by classroom teachers and focuses on social interactions. He explained that teaching occurs within the classroom and offers the opportunity to role-play in a risk-free environment.

Chairwoman Margaret Kane commented that she is excited about Irene Fountas's visit scheduled for January.

**Woburn Street and Shawsheen Schools**

**Mr. Robert Appolloni, Principal, Shawsheen Elementary**

**Mr. Robert Arsenault, Principal, Woburn Street School**

Mr. Appolloni and Mr. Arsenault thanked the councils, representatives, and parents for their participation and support and reviewed their School Improvement Goals.

**Goals:**

- 1. To use data, in the area of reading, to inform instruction and to provide appropriate interventions through the implementing of the Response to Intervention (RTI) model.**
- 2. To improve math instruction and student achievement.**
- 3. To provide a variety of parent evening sessions to inform parents about curriculum changes and initiatives occurring in the schools.**

Mr. Arsenault reported that RTI work was started last year in Grade 1 and this year they are expanding the assessment program into Grade 2. He acknowledged Mr. Fredette and Ms. King for their enthusiasm and resources; also acknowledged were Mr. LaPointe for his leadership and Ms. Buscemi for her extensive support to classroom teachers and her work in the math program(s). Mr. Arsenault announced that Irene Fountas will spend a CIT Day with the school in January.

***Shawsheen School only***

- 4. To have aggregate meet its MCAS 2012 improvement target and achieve Adequate Yearly Progress (AYP).**

Mr. Appolloni reported on Goal 4 and stated that AYP was met year; he reported that this must be done for two consecutive years to return to "No Status"; we will continue with the goals and the activities instituted last year.

## **Questions and Comments**

Chairwoman Kane commented on the success of "Math Night".

Superintendent Benton acknowledged the Wilmington Education Foundation for the grant that provided funds towards the materials for that evening.

Ms. Benton acknowledged Mr. Jason Fredette and Ms. Lisa King for their work on the RTI program.

## **Boutwell and Wildwood Early Childhood Centers**

**Ms. Erin Burke, Head Teacher**

**Ms. Jennifer Mahon, Head Teacher**

Ms. Burke began her presentation by thanking the councils, representatives and parents; she welcomed Ms. Jennifer Mahon who is replacing Ms. Sandra Dumont. She reviewed the goals and provided an update on efforts and progress taken to meet the goals:

### **Goals:**

- 1. Develop a revised 3-term report card; to be implemented in 2012-2013.**
- 2. Utilize technology to identify student strengths and weaknesses**
- 3. Receive accreditation from National Association of Education for Young Children (NAEYC) for Kindergarten programs.**

Ms. Burke reported that as the curriculum and instruction become more data-driven, there is a need for more-timely feedback on performance. A Report-Card Committee has been established to revise and reformat the current report card and will be presented to grade level colleagues. She continued to report that they have adopted a web-based program to assist in identifying student strengths and weaknesses in the area of early literacy.

Ms. Jennifer Mahon reported that the process to receive accreditation from the NAEYC has been initiated; she hopes to demonstrate that their programs are high-quality and feels they deserve to be recognized.

## **Questions and Comments:**

Superintendent Benton acknowledged and expressed gratitude to those involved with the NAEYC application process.

Chairwoman Kane commended the school system for their work on the accreditation process.

Dr. Leslee Quick stated that she is pleased with the plans to revise the report card.

Mr. Robert Hayes reported that Wilmington is one of the first districts in the state to grade technology at the elementary level; he inquired if grading will occur at Kindergarten level.

Ms. Burke responded that will be included in our draft of the report card.

Superintendent Joanne Benton commented that although school improvement is a state requirement, she truly believes that Wilmington Schools spend a great deal of time on problem solving, life skills, and collaboration; she invited town residents to make an appointment and visit the schools.

Ms. Benton expressed gratitude to the faculty for their comprehensive presentations of their School Improvement Plans.

## **2. MASC Delegate and Resolutions**

Superintendent Joanne Benton reported that the Annual Massachusetts Association of School Committees (MASC) Business Meeting will occur on November 11, 2011 and suggested the School Committee designate Mr. Robert Hayes as Representative to the MASC Delegate Assembly.

Chairwoman Margaret Kane called for a motion to designate Mr. Robert Hayes as the Representative to the MASC Delegate Assembly.

**Motion**, by Mr. Mario Marchese, seconded by Mr. Quincy Vale to designate Mr. Robert Hayes as the Representative to the MASC Delegate Assembly.

Motion passed unanimously.

Mr. Robert Hayes accepted the designation.

Chairwoman Margaret Kane called for a motion to provide Mr. Robert Hayes the power to change a vote, if discussion during the assembly proves necessary.

**Motion**, by Mr. Quincy Vale, seconded by Mrs. Kathleen Carroll to allow Mr. Robert Hayes, as Representative to the MASC Delegate Assembly, to change a vote at the November 11 assembly, if discussion proves necessary.

Motion passed unanimously.

Ms. Kane continued to report that review and discussion of the resolutions is necessary to determine support or non-support of each resolution; the five (5) Resolutions were reviewed:

### **1. Providing greater access for students to exploratory visits to Chapter 74 approved vocational education programs.**

Superintendent Joanne Benton commented that she does not see the need for this resolution and feels Wilmington's leads are adequate.

Mr. Robert Hayes stated that he will personally abstain from voting on Resolution 1 due to a conflict of interest; he further stated that he will vote on behalf of the School Committee as instructed.

Chairwoman Margaret Kane called for a motion to vote "No" on Resolution 1.

**Motion**, by Mr. Quincy Vale, seconded by Dr. Leslee Quick to vote "No" on Resolution 1.

**Vote:** Five (5) in favor; two (2) abstain.

Superintendent Benton reviewed and summarized Resolutions 2-5.

### **2. Teacher Evaluation**

### **3. Charter School Funding**

### **4. Enactment of a freeze on Federal Regulations pending the reauthorization of No Child Left Behind**

### **5. State educator evaluation process**

Chairwoman Margaret Kane called for a motion to vote “in favor” of Resolutions 2, 3 and 5.

**Motion**, by Mr. Robert Hayes, seconded by Ms. Ginny Bonish to vote “in favor” of Resolutions 2, 3 and 5.

Motion passed unanimously.

Chairwoman Margaret Kane called for a motion to vote “in favor” of Resolution 4.

**Motion**, by Dr. Leslee Quick, seconded by Ms. Ginny Bonish to vote “in favor” of Resolution 4.

**Vote:** Six (6) in favor; 1 abstain--Mr. Quincy Vale abstained from vote.

## **6. Delegations**

Mr. MacDonald attempted to discuss matters that were not relevant to tonight’s Agenda Items. Chairwoman Margaret Kane explained that concerns pertaining to non-Agenda items should be communicated to the Roman House staff.

Mr. MacDonald requested that alternative uses of town buildings be added to the next School Committee Agenda. Ms. Kane noted the request.

Ms. Benton commended the Shawsheen staff regarding an incident that occurred this past week.

Mr. MacDonald distributed correspondence to the School Committee members.

## **7. Other Reports**

### **1. Subcommittee Reports**

Chairwoman Margaret Kane asked for a volunteer from the committee to assist Dr. Quick in handling the Secretaries Contract Negotiations; Mrs. Kathleen Carroll accepted the assignment. Chairwoman Margaret Kane stated that she and Superintendent Joanne Benton will handle the Contract Negotiations for Cafeteria workers.

## **8. Correspondence**

Mr. Robert Hayes reported that there was no correspondence this evening.

## **9. Future Meeting Dates and Agenda Items**

- a. **November 9**      **School Committee/Regular Meeting**
- b. **December 14**    **School Committee/Budget Presentation—6:30 p.m.**

## **10. Adjournment**

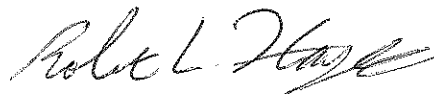
Chairwoman Margaret Kane requested a motion to adjourn the meeting.

**Motion**, by Mr. Mario Marchese, seconded by Mr. Quincy Vale to adjourn the meeting.

Motion was carried by all.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,



Mr. Robert Hayes, Secretary