

**Uxbridge School Committee Meeting**  
**October 2, 2019**  
**UHS Library**

	<b>Present</b>	<b>Not Present</b>
Debbie Stark, Chair	X	
Matthew Keane, Vice Chair	X	
Kimberly Cirrone, Secretary	X	
Brett Pomeroy, Member	X	
Erik Voigt, Member	X	
Holly Black, Member	X	
Member to be determined, Member		X

REC'D UHS TODAY CLERK  
2019 NOV 19 AM 10:26

1. Call to order 6:33 pm by Debbie Stark

2. Public comment

- DS: Opening on School Committee due to resignation. School Committee and Board of Selectmen will meet on October 17, 2019 at 7:00pm, to hopefully fill the vacant School Committee seat. If interested, fill out talent bank form available on Uxbridge town website. Then joint meeting between BOS and SC date to be announced.
- Tori Nagle and Chris Stark spoke to ask the School Committee to consider reducing the \$5,000 rental quote for Uxbridge Spartan Basketball Association down to \$2,500.

3. Uxbridge Youth Basketball Facility Rental

- Motion to charge \$2,500 for the use of Whitin Intermediate gym for the 2019-2020 Uxbridge Spartans Basketball Association season by HB. Second by BP. Vote 5-1-0

4. Curriculum update

- Dr. Tiano introduced Wendy Philips, Director of Curriculum who shared a brief overview of accountability status and MCAS scores. It is a broad view and next month will return with a more specific overview.
- MK: The difference in ELA in grade three to eight is a pretty significant jump to grade ten. Is there anything to explain that? WP: Historically the high school test is easier, purposefully to raise the bar and make sure we are getting students ready.
- HB: last year there was IXL. Has it been replaced by ST Math? WP: Initially, it will be incorporated into the school day. ST Math is a different way of doing math, so they need teachers to work with students first. Eventually, it will be sent home. HB : suggested a math night for parents.
- WP explained the teacher leader structure and introduced teacher leaders and coaches who facilitated job related professional development.
- Teacher Leaders who spoke:
  - Gretchen D'Andrea, Music Teacher leader, Whitin.
  - Sharon Michalewski, ELA Social Studies Teacher Leader, Taft
- WP Explained the roll of the new K-5 math coordinator, Patty Sprague.

- DS: Did anything change since the position was created four years ago, is it evaluative? WP: I am not having her evaluated. I am having her coach which is, in effect, the same thing. DS: How are they the same thing? WP: Supervision is meant to grow the teacher as is coaching. She is an administrator so, if needed, principals' could tap her to do evaluation.
- DS: I do not disagree; I reflect to four years ago when the position was created. Having heard the argument of why this is needed, there was one thing the job description had to include. That was the ability to be evaluated. Hearing that was stripped from the program when it was literally the drive behind this, in the perfect world, for the budget at the time would have been an English counterpart. I would like to have a bigger conversation in the future about this item.
- What a math coordinator's week looks like:
  - Supports K-5
  - During hiring asked 6/7 math teacher leader to participate
  - Spends Monday, Wednesday, Friday at Taft and Tuesday and Thursday at Whitin
  - Participates in common planning times
  - Visits classrooms
  - Implemented star testing for teachers
  - Attending a reissuance workshop with WP on October 3, 2019
  - Working with teachers on how to use Star reports, put together presentations on those reports and how they can be used.
  - This program supports the children and the teachers. They have someone with a math background at the elementary level which is great.
- DS: Does the potential exist that in a couple of months we might decide this is not the most efficient use of our administrator's time? Potentially revisit as a district on how to adjust, if necessary.
- KC: Who would the students or teachers have seen before Mrs. Sprague was hired? WP: Would have fallen on the teachers.
- MK: With regard to MCAS, you analyze progression of the students over the year. Is there a way to present to us? WP: Yes, have not had time to look at the data in detail. I prefer that type of breakdown of data.
- DS: Are they still looking for a technology teacher for Whitin. FT: Yes, the position was just filled with someone who is a retired, licensed teacher.

#### 5. Strategic Plan/District Improvement Plan

- DS: Last meeting we were given copies of the plan. As requested, we were also given a small presentation.
- DS: This is the biggest policy driving document of the district which is why hundreds of hours have been put into it. It is important to the school committee to have structured

goals. Goals as in how we will effectively be able to do our jobs. As the school committee cycles in and out and people are replaced, there is a structure that lets the next school committee people be able to continue to be effective collaborators with all parts of the district.

- MK: What is the input that will go into this piece of the curriculum plan? FT: It is continually reviewed and revised.
- MK: Training the trainer is what they use in his environment. How does this happen? Dr. Tiano: they have a pilot structure. Teachers focus on specific subjects. Then there is training across the board and across the grade level during common time and after school time.
- DS: I was asked if math coordinator primarily working with the teachers or in classrooms working with students? WP: Both
- HB: Is she helping plan lessons at common planning time? WP: Yes
- DS: Is this something to be spending parts of their work week one on one then revisiting as a district or how we could adjust if necessary?

DS expressed her opinion on how the strategic plan should be presented to the community before SC approval

FT stated the strategic plan is on the website and believes it should be approved by SC before presenting it to the community.

- EV: I also use training the trainer method at work. Are we tracking how that is working? Tracking how that knowledge is working to the students? If so, how well is it working?
- FT: Look at a variety of different areas. For example, pulling apart our tiered instruction. Tier 1 instruction for 85-95 percent of our students, teachers being able to make accommodations in real time, using our distinct accommodation plan. Work with our teachers and our administrators to have a common understanding of what good instruction looks like. The idea is we will see student achievement go up. Put in assessments, more than just MCAS, look at how we did last year using STAR data that is three times per year. Two-tier track as far as academic support and social emotional support.
- MK: Do we already have a process started where we are collecting data that we need for initiative 1:1?
- FT: We have a ton of data, but the capacity to analyze it, use it and use it meaningfully is not broad across our district. Building that capacity of our regular educators as well as our special ed staff to have that capacity.

#### District Improvement Plan

- DS: What does Understanding by Design framework mean?
- MR: Essentially that you plan lessons or units in a way that all students have access through a variety of different choices. There may not be one particular way to access it or one particular process that is used. It may not be one particular engagement strategy used within one classroom at one time. UBD involves a significant amount of planning.

- DS: How do you accomplish successful district practices? Which is considered successful?
- FT: A committee of people are invited to volunteer. A way to connect our staff across the district, who are keyed into best practices regarding our digital frameworks. Ms. Phillips and Mr. Mistler chair this committee.
- DS: What is the definition of a successful outcome that has increased collaboration?
- FT: Would find that through teachers during their common planning time, in lessons that are used across grades from being shared by staff members at meetings.
- EV: Goal 2 initiative 2.1 doesn't have a framework. Was that just missed? FT: It was just missed.
- BP: What resources are needed. For example, Goal 1 initiative 1.1, I'm surprised instructional tech was not included. Even Goal 2 initiative 2.1
- FT: We have access to a lot of these resources. It is not about adding something to take the action step. Budget was set last year.
- MK: For initiative 2.1, measured accountability, how are you rolling it out to the front-line teachers and making sure they understand what they are being evaluated on or being held accountable to? How will Google Analytics be rolled out to the teachers?
- FT: Developing a set of metrics. Ms. Phillips has been working on this since her arrival; teacher leaders and administrative team.
- MK: This year is building out the structure. Year two would be implementing that as a goal for teachers using the data that is built out?
- FT: Yes. For different data sets we are already there. It is a matter of making it consistent.
- HB: Goal 1 is to see if there is value in identifying areas of need and building that into the budget.
- FT: That is the information we will get that will inform us going forward. For example, we have platforms, hardware, software. We need to know how we are using these successfully for what we already have.
- DS: Last part of Goal 1. Do we already have in place what consistent educator evaluation practice is or are we defining it?
- FT: What have it in place. We are refining it which was the purpose of joint committee last year in order to be able to provide specific, timely feedback.
- EV: Goal 3 initiative 3.3. Have we thought of how to reach people who do not have technology or access to it?
- FT: I do not know the percentage of students who have internet access in their home. It would be good information to find out. We can work with other administrators in other towns, send out paper survey to get that information.
- MK: 3.3. What is the goal of the superintendent's council?

- FT: It will provide an opportunity for me to receive real context feedback in a designated setting.
- DS: 3.3 in expected outcomes. Does increasing early college participation mean in terms of our students participating in early college courses or our school having more early college courses?
- FT: Both
- KC: Is the superintendent's council under the DIP the same council as in your goals or is it a different council?
- FT: Same
- HB: Is the council an open door or is there an agenda with set times?
- FT: Meant to be more informal, topic and agenda driven. Set group of people, not a drop in.
- HB: Do you have different office hours for parents?
- FT: No
- MK: Initiative 3.4. The wellness committee consists of administrator's and staff level teachers.
- Yes, as well as an outside community member, and Ms. Stark.

Motion to have the School Committee approve the 2019-2022 Strategic Plan by Mathew Keane. Second by Brett Pomeroy. Vote 4-2.

Motion to have the School Committee approve the 2019-2020 District Improvement Plan by Matthew Keane. Second by Brett Pomeroy. Vote 4-1-1.

#### 6. School Improvement Plans

Motion to have the School Committee not approve the School Improvement Plans for the high school, the Whittin and Taft schools until meeting in November by Debbie Stark. Second by Holly Black. Vote 6-0.

#### 7. Superintendent Update

Five-minute recess

- Dr. Tiano presents revised draft of superintendent goals
  1. Professional practice goal
  2. Student learning goal
  3. District improvement goal

#### Enrollment Update

- FT: We have had an influx of ELL students over the past few years.
- Ms. Phillips will be amending the Title 1 grant and enlisting two ESL tutors.
- 2017-2018 we had six students at the beginning level and 22 students at the transitional level.

- 2018-2019 we have 13 students at the beginning level and 22 students at the transitional level.
- Kindergarten general educational professionals are fully implemented.
- Recommendation for the donation from Blissful Meadows Golf Club to fund our Copsync Software.
- BH: \$12,601.00 in districtwide donations as of May 29, 2019.

#### 8. Business Update

- Mr. Pomeroy presents FY21 budget timeline.
- Motion to have the School Committee accept the Uxbridge Public School's FY21 budget calendar as laid out for all funds by Brett Pomeroy. Second by Holly Black. Vote 6-0.
- Mr. Hyde presents budget process and budget development
- Mr. Hyde presents FY20 financial updates FY2019 Budget to Actual
- Mr. Pashoian presents facilities update
- FT: School Committee authorized me to work with Tim Develin on identifying a plan to install lights at the varsity field. Boosters organization has recertified its 501c3. Mr. Develin is working with UniBank to develop a manner in which money can be donated online.

#### 9. Fall Town Meeting Articles

- Gave economic director, Mike Gallerani, a badge access to McCloskey so he can show the building when the town wants to give a tour.
- BH: School facility department is responsible for care of McCloskey, doing weekly walk throughs and building is secure.

#### 10. School Committee Workshop

- DS: Have another SC workshop which is PD based

#### 11. Superintendent Evaluation Subcommittee

- Motion to appoint Debbie Stark, Matthew Keane, Brett Pomeroy and Holly Black to the Superintendent's Evaluation Subcommittee by Debbie Stark. Second by Matthew Keane. Vote 6-0.

#### 12. Joint Meeting with BOS

- Having Joint Meeting on October 17, 2019, at 7:00 pm. Location TBD, trying to book it at UHS Library.

### 13. Policy Update

- Motion to approve Nondiscrimination Policy and Grievance Procedure as written in its second reading by Debbie Stark. Second Matthew Keane. Vote 6-0.
- Motion to approve policy Hazing Conduct as written in its second reading by Debbie Stark. Second Matthew Keane. Vote 6-0.

### 14. Minutes to Approve

- Motion to approve meeting minutes from September 4, 2019, as written by Debbie Stark. Second Matthew Keane. Vote 6-0.

### 15. Old/New Business

- MK: Will have policy subcommittee meeting before next regular SC meeting. Will book for October 16 at 4:00 pm in UHS Library.
- MK: Set up agenda item in the next month or two about facilities, particularly long-term facility project we need to look at finding sources for.
- DS: Upcoming meetings, in addition to Capital Strategy, MCAS presentation, Special Education update, enrollment update, school choice in, school choice out, ELL. Special education overview.
- Have an executive session in regard to our ALICE Training. How we do lockdowns, understanding of our safety procedures.
- HB: Add very brief school update by liaisons or principals
- DS: Hope of the SC is to get information well in advance. Changing the dynamic of how SC meetings are run, more in an instructive two-way discussion, more than digesting information for the first time.

### 16. Next Meeting: November 13, 2019. Uxbridge High School Library.

### 17. Adjourn

- Motion to adjourn by Debbie Stark. Second Holly Black Vote 6-0.

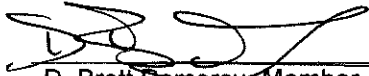
Respectfully submitted,  
Kim Cirrone  
School Committee Members:



Debbie Stark, Chair



Kim Cirrone, Secretary

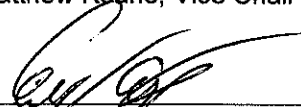


D. Brett Pomeroy, Member

Holly Black, Member



Matthew Keane, Vice Chair



Erik Voigt, Member

Member to be determined