

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

Action Summary:

- Appointed Representatives to the WCSU Act 173 Subcommittee.

Present:

Board: Douglas Korb(Chair), Celena Romo (Vice Chair), David Holzapfel (Clerk), Dan MacArthur, Lauren Poster

Administration: Bill Anton (Superintendent), Wayne Kermenski (Principal)

Members of the Public: Julie Sweethill, Mike Greco, Jude Robinson, Lissa Harris, Peter Barus (Recorder)

Call to Order

The meeting was called to order at 6:31 PM.

Everyone introduced themselves.

Changes to the agenda

Doug intro/change to agenda

Wayne debrief on incident, response and future procedures

Mr. Kermenski discussed an incident on Monday, a student approached inappropriately by an unidentified person; he was notified about 3:15 PM of the incident that happened about 8:15 AM; the student was not persuaded to go with the person and walked away. Mr. Kermenski had communicated with the staff, State Police and the family of the student. Plans were immediately made to rearrange procedures during pickup and drop-off at school. Mr. Kermenski was still working with the police to find more information. He discussed the arrangement and location of play structures; upgrading the lower lot so that buses will be able to use that area for pickup and drop-off, reducing congestion.

Mr. Kermenski observed that there is a lot going on in a small area; that the school was built when there were still horses on Rt 9; now that there are three-year-old at MES the area is quite congested; the need is to move people away from the front of the building; reducing the number of adults moving around; now there are 33% more new staff, new parents, and a lot of people are not yet well known in the community. These are the kinds of new challenges that come with increased population and the adoption of Pre-K. He discussed new procedures, to include signing in and signing out students (already in place for Pre-K); and noted that the enclosure was a short-term safety solution; there had been discussion of redesigning the building a year ago, such that visitors would enter the office first; it is not clear to visitors where the office is; new exterior locks and a PA system have been ordered under the Safety Grant) and announcements will be audible in the woods; a cell phone booster has been purchased to improve reception at the school; these steps will be implemented within a month; there have been meetings at the SU to improve the level of knowledge and communication;

Mr. Kermenski noted that this has been a large incident that gives more impetus to implement policies and procedures that had been under consideration.

Members of the Public

Questions/comments from the members of the public

Q: How to the new locks work with the gym being separate from the main building?

Mr. Kermenski explained that locking all exterior doors would be very difficult; *Q: no bathroom down there;* Mr. Kermenski noted that this is the case with the art room too; when Act 46 began, anything to do with investing in the building was stopped because of possible consolidation; that there were both safety and energy concerns with the lower doors, and cleanliness as well. There was discussion of recent grants applied for that will result in keyless locks on all the doors. Capital Improvements had been discussed with regard to enclosing the walkway to the gym. The Building Subcommittee meets to discuss these aspects and others every month; it was noted that most schools are downsizing, while Marlboro is growing.

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

Q: Accessibility, mobility between floors (have to use the outside ramp now)? Mr. Kermenski observed that current access was grandfathered and needs improvement. The Building Subcommittee meeting schedule was discussed.

Q: Applaud rapid movement and communications with parents, tangible steps taken immediately; did this come up at the SU meeting? Do others have this kind of thing happening? Mr. Kermenski noted that the State Police say this is the first such incident; he had shared the incident with the other Principals; one Principal had said their building was entered over the weekend; the intruder(s), clearly local, played basketball and left; an unknown number of keys are circulating; he had also discussed communications with other Principals on their security procedures.

Q: Communication in classroom? Yes, letter home; the next day classes were full of questions; tomorrow at all-school Mr. Kermenski will inform the student body of new procedures and will get into their specific questions in their classrooms, to address them appropriately to age.

There was discussion of the strengths of the community in communication and openness, an intangible asset.

Q: (Discussion of social isolation, perpetrators cultivating victims, ways of building on communication strengths.

Q: Parents could use some help too. Mr. Kermenski discussed plans for conversations as a team effort, and different responses from different teachers on how to talk with the students.

Q: Where can parents look to find procedures already in place? There are measures, but do people know about them? Mr. Kermenski noted that he will put the safety plan online, which follows the standard Federal protocols; the five standard emergency responses (lockdown etc.) had already been disseminated, and he will be sending that letter on WCSU protocol home again; there are two evacuation sites which are not publicized.

Q: (Discussion of age eligible to ride the bus)

Q: (Discussion of the cell reception, booster)

Q: (After-school pickup procedure changes)

Questions/comments from the board

Wrap up/Actions if any

Approve Minutes and Pay Orders

Ms. Romo moved to approve the Minutes from August 23, 2018. Second by Mr. MacArthur. **All in Favor.**

Mr. MacArthur moved to accept Pay Order #7 in the amount of \$69,726.43. Second by Mr. Holzapfel. **All in Favor.**

Mr. MacArthur moved to accept Pay Order #6 in the amount of \$83,728.74 Second by Mr. Korb. **All in Favor.**

Superintendent's Report

The Cabinet Report was not yet submitted; the Board was invited to email questions/remarks.

Principal's Report

Mr. Kermenski highlighted his Report (see Appendix). He noted changes in local common assessment to fall in line with core values around assessments; not performance based, no rankings; rather students self-

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

reflect, teachers track progress. He displayed his Report on screen. He discussed Letter names, letter sounds, Amanda pairing with Pam to make their own assessments; Track My Progress assessments give students experience on how to do computer-based assessments; also, in line with core values. He gave an example in which each teacher took the test for their grade to see how easy (or not) it was; did a breakdown the common domain, comparing questions as easy or hard within the standard; he discussed adaptive assessments with teachers doing the assessment with a specific student in mind, noting that these assessments provide how long the student took to answer, as well as a discussion of the interface design of the test. There was discussion of student stress.

Mr. Kermenski explained that assessments are done so that students can see how well they are doing, and self-reflect, to know what to work on. There was discussion of how assessments are presented and perceived; the skill of taking tests; the core belief in taking assessments to know how you're doing; framing small mistakes as learning opportunities.

Mr. Holzapfel raised two concerns, the time required from the classroom to take tests, and building-in time to discuss them with the child and among faculty; noting that time is precious; the other concern being the nature of the test and its relationship to the curriculum in the classroom; that it may be either too general or constitute a disconnect between standardized assessments and the curriculum in place. Mr. Kermenski discussed these concerns, noting that full reviewing is impossible. Mr. Holzapfel suggested that the value is in the time teacher and student talk about what they see in the test; Mr. Kermenski suggested that this can also point to needed changes in curriculum; and that he had asked Ms. Garfinkle to teach 5th grade math while he did 6th, halfway through the year; that this produced a bump in achievement above statewide average; now there are split math classes; Mr. Holzapfel distinguished curriculum from process and expressed concern about the relationship between classroom experience and what is presented in standardized tests. There was discussion of what testing is required (SBAC, others are elective).

Mr. Kermenski observed that project-based learning is the best way to teach and will improve test scores; "bribery" etc. is used elsewhere; from an adult perspective, this is another way in the digital world to take assessments. He discussed how teachers have been going through this with students; that the lower grades have Amanda, upper grades have Mr. Kermenski and a rotating paraeducator each day; that in putting a lot of energy into math, time in should be high compared to time out; he discussed the value of distinguishing guesses from the reasons, for wrong answers. Mr. Korb noted that communications important, and he had seen nothing in Friday Notes about testing, saw a need for improvement; Mr. Kermenski noted that results are not shared with parents except for SBAC, for others the test itself is still being tested.

Under Personalized Learning Mr. Kermenski commended Amanda and Emily for taking this on; a digital portfolio can now be created for a student, to show what's happening in the classroom, and to store writing projects for later years; Ms. Garfinkle did a lot of research on this; a child is tagged in pictures that go to the "Seesaw" app, linked to "my child", so each is unique to that child's family. There was discussion of seeing what's happening in school and talking about it the same evening with a child; there was discussion of the frequency of messages.

High Quality Staffing includes a new teacher evaluation system; Mr. Kermenski will be considering this for use as a guide to creating one unique to MES.

He discussed Common Planning time, in which a group of teachers are meeting each week with Mr. Kermenski, creating goals; Pre-K to Grade 2 are outdoors Friday afternoon, the space for CP is from 1:00 to 2:15 PM; these are goal-specific; they had met with the 3-6 team and written the goal for the year.

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

He discussed putting energy into Primary class, having found a need, so that every child gets what they need; Eric is doing an hour of core reading and one hour of math reading; five adults and two or three teachers are in there, providing a great education, and supporting Pam. Mr. MacArthur suggested until 80% are at grade level, focus on that, instead of creating an intervention and longer math.

Mr. Kermenski discussed the Zone of Proximal Development concept, that just beyond the comfortable happy place is most conducive to learning; outside that is the Panic Zone, where people “fight, flight, flock or freeze”.

Under School Safety he discussed an outline on Trauma and Social Justice, a five year commitment; noted that he was impressed with what the SU is providing, the AMP initiative, etc.; and is doing this to learn about the students; moving away from “students who have disabilities” to “students who are diverse”; working with BEL Center; in past years students with high needs would be moved outside of the school, but now MES is working with them in-house; this is not containment; they are being taught skills, being held accountable; identified early (K-2 program); this is a right step in the right direction, efficient; it was hard for students placed outside to come back, they need the model, and the other students need the experience with diversity too; he discussed the Core Values (copies provided); there is already a strong Tier 1 social-emotional program; Pam engaged with, and is taking it to SU level.

Mr. MacArthur asked about the BEL Center. Mr. Kermenski explained that it is a small organization focusing on behavioral aspects, writes plans for schools; that implementation has been a problem; he has asked BEL to meet with a paraeducator weekly until comfortable with the plan, and they have agreed; the person who writes the plans will be at MES for two days at no cost; Marlboro wants independent children in the classroom; paraeducators are in training with Pam to be effective at teaching independence. Mr. Holzapfel suggested training successive paraeducators, and keeping them after training; and training teams, on the basis that two who have worked together are more effective than four who haven't; and discussed the K-2 program. Mr. MacArthur noted that Act 173 will change Special Education funding, not per IEP but per building, with the new block grants. Mr. MacArthur noted that the Summer projects went well; the boiler had a malfunction and was shut down, being repaired under warranty; there was discussion.

WCSU Special Education Committee appointments

It was explained that a Special Education Committee/Review Board is being charged, to work out how the funds will be allocated under the new model; WCSU will vote on what the committee decides; it would be undesirable to have WR and RV districts pitted against Marlboro in this context, Marlboro could be out-voted if there was disagreement. The Chair asked for discussion, to appoint two people to participate; the Model is not well understood in the same way by everyone; the new committee will decide on allocation.

Mr. MacArthur moved to appoint Mr. Korb and Ms. Poster as Representatives on the Act 173 Subcommittee of the WCSU. Second by Mr. Holzapfel.

In discussion Ms. Poster cited the WCSU board retreat deliberations; a 28-member board, MES having 2 votes; now 33 members, with MES having 3 votes; a vote may occur before this change happens.

Mr. Korb discussed concerns about being linked together, sharing the funds, suggesting this should be discussed. Ms. Poster invited Ms. Robinson to attend the meetings, bringing her expertise; the broader community needs to support all students; and to bring up equity issues. Ms. Robinson noted only two votes. The Subcommittee will meet November 3; it was noted that, based on all boards in the SU having three votes each, the meetings had not been well attended. Mr. MacArthur noted that MES will have smaller representation but can formulate discussion early and should do so in writing and appear with a draft Proposal as broad as possible, lead the conversation; he will obtain the most current version of how the

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

BoE envisions the funding model. There was discussion of how the funding should be allocated according to needs, not gross population.

On the Motion to appoint representatives to the Subcommittee: **All in Favor.**

Capital Improvements

Mr. Kermenski displayed building projects on screen; there was discussion; there are more projects to do, still within projections after the Safety Grant reimbursement (\$18,000.00); the lower parking lot upgrade.

Mr. Korb suggested a first look at the budget next meeting; could be a worksheet; a “dream list” was suggested; Mr. Korb suggested asking Ms. Chaine to talk with Ms. Garland; there is usually a look in October and more work the next months; this will be on next agenda; the Building Subcommittee won’t have a budget yet, but some idea of what’s wanted and needed.

Mr. Kermenski suggested polling staff and community, noting that staff has great ideas, and the community is paying the bills; there was discussion; if closing the art room Down Under, this would now involve hundreds of thousands; MES is thinking two years ahead on efficiency of building, security, sufficient classroom space; start with the staff for their ideas; the fire alarm system upgrade is \$150,000.00 not including water for sprinkler system; he suggested going large and paring down for thoughtful planning; it was suggested that timing would not make a big difference when making a ten year plan.

Mr.Korb noted that Mr. Holzapfel met with Mr. Kermenski about discussing the school mission, philosophy, charter, etc. with faculty.

Ms. Poster noted that Ms. Howe is planning to attend the November 13 Governor's Statewide School Safety Conference building crisis planning capacity; FBI Director Sleeper to present.

Other business

Adjourn

Mr. MacArthur moved to Adjourn. Second by Mr. Holzapfel. **All in Favor.**
The meeting adjourned at 8:43 PM.

Upcoming Meetings & Important Dates

- WCSU Special Education Subcommittee Meeting Wednesday Oct 10 @ 6 pm
- MES Building Subcommittee Thursday Oct 18 @ 6:30pm
- WCSU Exec Comm Meeting Wednesday Oct 24 @ 7pm
- Regular MES Board Meeting Thurs Oct 25 @ 6:30 at MES

Respectfully submitted, Peter Barus, Recorder, October 3, 2018

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

Appendix

September 2018

Principal Report to Board

Wayne Kermenski

Academic Proficiency

18-19 Marlboro Common Assessment System is as follows:

PK-2 - (3 X year)

- Fountas and Pinnell
- Letter Name
- Letter Sounds
- Individualized screeners for various foundational skills
- Track My Progress (grade 2)

3-6 - (3 X year)

- Track My Progress
- Fountas and Pinnell
- Math Unit Tests
- SBAC

7-8 - (3 X year)

- Track My Progress
- SBAC

I will give a demonstration of TMP at our Board meeting.

Personalized Learning

- JH has been spending time explaining the Realms of Learning and Personal Learning Portfolios with the new 7th graders.
- We have purchased Seesaw for the whole school, which is an online portfolio system. LINK: <https://web.seesaw.me/> PK/K has taken off with this new tool! I will show you an example at our meeting.

High Quality Staffing

- Teacher Evaluations: The WCSU has adopted Charlotte Danielson's Framework for Teaching and has purchased an online program as the platform for teacher evaluations. I will bring you copies of the standards and goal setting worksheets. We will be spending time during Monday Staff meetings unpacking each Domain and how they relate to the programming we provide.
- Common Planning Time starts this week. JH is Wednesday after school, 3-6 is Wednesday from 1:30-2:30, and PK-2 is Friday from 1:00-2:15. The focus of these meetings will be to work on team goals. Goals this year include: Math Instruction, Social Justice/Trauma and Implementing a PK-2 vertically aligned reading curriculum.
- Our data shows that the Primary Classroom has a high level of need in reading and math instruction. In order to support students, we have an all hands on deck model for 1 hour of core reading instruction and 1 hour of core math instruction every day. Until we are able to improve student achievement to 80% students on grade level, we will put out energy into core instruction. This means that Eric, Pam, Amanda, Caitlin, and Sarah are working together to provide curriculum that is within each students Zone off Proximal Development. ZPD reference article.

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

Safe, Healthy Schools

Social/Emotional Goal: To become a transformed Social Justice and Trauma School.

Commitment: 5 years

Contributing Organizations: AMP, WCSU, Marlboro Cares

Year 1 focus: The Information Year

- 2 Whole Staff Trainings on Trauma with the WCSU
- 2 Staff enrolled in the Trauma Champions Course (Pam and Rochelle), they will bring their knowledge back to the staff during future staff meetings
- 4 Social Justice Workshops, through the Collaborative in Northampton, to create a mission for our school and to become more informed.
- Coherent School-Wide Guidelines and Norms: Loosely following Responsive Classroom and Restorative Justice Principles. Each Classroom goes through the process of creating their own and then are practiced.
- BEL Center Pilot Program to support students with high Trauma Needs in the Primary Classroom
- Informing the nurse, who now works 2 days a week, of student's social/emotional needs.
- School Board led Mission Statement update.
- Continued AMP social justice initiative work.

Playground Safety: One of our students was inappropriately approached by a non-community member during morning recess. In response to this I met with the teachers, called and informed the state police, and have changed the procedures for these two transitional times. We were already moving in this direction, since these transitional times have been more challenging this year with the addition of 27 new students and preschool. Here are the new arrival and dismissal procedures:

Procedures for the Beginning and End of Day:

Arrival Procedures:

Students riding the Bus:

- Student riding the bus in grades 1-8 will go directly to the soccer field.
- PK/K students will stay on the bus until a teacher arrives to gather and escort them to the PK/K playground.

PK/K students arriving in cars:

- Parents will escort their child(ren) to the fence and sign their child(ren) in. Teacher will escort the child into the playground.

Grades 1-8:

- Parents will escort their child(ren) to the split rail fence opening closest to the building (formerly JH hangout). A teacher will greet students there and students will walk to the soccer field.

Dismissal Procedures:

- Students who are taking the bus will be escorted to the bus by their teacher.
- Students getting picked up will go to the library. From the library, students will walk out on the ramp and wait on the ramp for their Guardian. Teacher will hand off students to pre-approved adults.
- PK/K students will be in PK/K playground and will be signed out to pre-approved adults.

In addition:

- Upgrades to the lower parking lot will considerably help with the congestion during these times.
- We may need to invest in playground equipment near the soccer field for morning recess. I am going to survey students to see what they have in mind.

**APPROVED MINUTES
MARLBORO SCHOOL BOARD MEETING
Thursday, September 27, 2018 at 6:30 PM**

Financial Efficiencies

Summer Projects: [Link to summer projects worksheet: Summer Capital Improvement Projects](#)

Summary: We were able to come in a little under budget even with the addition of the announcement system

and exterior door locks (\$6K). However, the new kitchen hood, with an estimated cost of \$7K, has been taken off the list for this year.

Pellet Boiler: We had a malfunction with the pellet boiler. I was unable to get up to temperature and was excessively smoking. It is currently being serviced and should be running soon.

Cell Phone Boosters: Through VSBIT, we were able to purchase two cell phone boosters. We hope this will increase our cell service.

Enrollment: 95