

*Natick Public Schools
SCHOOL COMMITTEE MEETING MINUTES
December 7, 2020*

The School Committee held a meeting on Monday, December 7, 2020 at 6:30pm via a Virtual Meeting. Chair McDonough called the meeting to order and took roll call at 6:33pm.

Members Present: Julie McDonough, Henry Haugland, Donna McKenzie, Matthew Brand, Cathi Collins, Shai Fuxman

Members Missing: Hayley Sonneborn

Others Present:	Dr. Anna Nolin	Superintendent
	Dr. Peter Gray	Assistant Superintendent
	Mr. Tim Luff	Assistant Superintendent
	Mr Kirk Downing	Assistant Superintendent
	Ms. Rose McDermott	Executive Assistant/Recording Secretary
	Mr. Jefferson Wood	Teacher Representative
	Ms. Holly Browning	Student Representative
	Ms. Kyra Hacker	Student Representative

Chair McDonough moved for approval for the School Committee to enter into Executive Session for this purpose:

1. To conduct strategy sessions in preparation for negotiations with Non-Union Personnel; Director of Communications, Planning & Budget Analyst, Part Time Clerical, Tutors, Coaches, Instrumental Accompanists, Late Bus Coverage, Cafeteria Monitor, Substitute Coordinator, Permanent Substitute Teacher, PSAT Proctors and Floaters, On-Line Learning Coordinator, Wellness Center Supervisor, NHS Student Supervisor, Wall of Achievement Coordinators, Virtual Education Supervisor, FEIP & KEIP Tutors, All Central Office Administration, All Principals, Dean of Students, Nurse Leader, Director of Student Services, PIT Nurse, Nurse Assistant, Board Certified Behavior Analyst, Occupational Therapist, Physical Therapist, Certified Licensed Assistant, Executive Assistant to the Superintendent & School Committee; Administrative Assistant to Director of Human Resources, Substitutes for: Administrative Assistants, Teachers & Paraprofessionals, Long Term Teachers, Paraprofessionals & Nurses, Permanent Teacher Sub, Math Club Interventionist, Nurses, ABA Tech Sub, Long Term Title 1, Food Service, Mini University/Professional Development, Curriculum Writing, Instructors for graduate credits, Study Group Facilitator & Leader, Instructors for all workshops, all ASAP Staff, All Summer School staff, Metco Personnel - (Director & Academic Liaison) Instrumental Music Instructors, Grant & Self Funding Positions: (Data Entry Clerk I Clerical, Technology Workshop Presenters, Summer Technology Training, Project Coordinator, BOKS Instructors), Technology: (Network Manager & Engineer, Deployment Specialist, Data Manager of C.A.S., Manager of Data, Quality and Controls, Data, Budget & Control Analyst, Help Desk Manager, Technicians, Intern) if an open meeting may have a detrimental effect on the government's bargaining or litigating position, and the chair so declares;
2. To conduct contract negotiations with nonunion personnel; (Superintendent)

Mr. Brand seconded. Chair McDonough called for a roll call vote. All in favor of entering into Executive Session for this purpose:

Dr. Fuxman – Yes
Mr. Haugland – Yes
Dr. McKenzie – Yes
Mr. Brand – Yes
Ms. Collins - Yes
Chair McDonough – Yes

It was unanimously approved by a vote of those present 6-0-0.

Chair McDonough stated that the School Committee will be returning to open session at approximately 7:10pm. The School Committee proceeded to a private virtual meeting to conduct this session.

At 7:30pm, the School Committee returned to open session.

Announcements:

Dr. Nolin announced the Commissioner was delaying MCAS testing. The details will be shared via our newsletter. The Access testing for our English language learners has been deferred until May 20, 2021. All of our extracurricular activities are running. We have had some challenges in creating experiences for some of our activities. With the assistance of administration, we have been working and advising students in an effort to give them the same experiences. Various fundraising has been approved. Dr. Nolin reviewed the MIAA modifications that are governed by that board. There were significant changes as to how sports occur. Dr. Nolin and Mr. Jim White, Board of Health along with Mr. Tim Collins, Director of Athletics have been meeting to vet the information. Dr. Nolin encouraged everyone to read our Covid updates. Dr. Nolin reviewed the rapid testing component that has been added for the staff and it has been very successful. The Panorama Family and Student Survey will be coming out just prior to December break. This is to get a sense of the social emotional health of families in a Covid setting to use as a baseline.

At approximately 7:42, Dr. McKenzie rejoined the meeting.

Public Speak

Due to the nature of a virtual meeting, the instructions from the Attorney General were to submit public remarks via email to Chair McDonough. Chair McDonough received no remarks via email.

Action Items

1. Donations – Ms. Collins moved to approve the donation with gratitude from this committee. Mr. Brand seconded. Chair McDonough called for a roll call vote:
Dr. McKenzie – Yes
Dr. Fuxman – Yes
Mr. Haugland – Yes
Mr. Brand – Yes
Ms. Collins – Yes
Chair McDonough – Yes
It was unanimously approved by those present 6-0-0.
2. School Improvement Plan Approvals and Presentations by All Schools – All Principals were present and answered in detail, several questions posed by the School Committee members. There was a discussion around data collection and our RTI process. Mr. Brand moved to approve the School Improvement Plans. Ms. Collins seconded. Chair McDonough called for a roll call vote:
Dr. McKenzie – Yes

Dr. Fuxman – Yes
 Mr. Haugland – Yes
 Mr. Brand – Yes
 Ms. Collins – Yes
 Chair McDonough – Yes
 It was unanimously approved by those present 6-0-0.

3. Approval of the Natick School Committee’s Resolution in Opposition of High Stakes Testing Including MCAS - Ms. Collins moved to approve the opposition. Mr. Brand amended the motion – move to approve Natick School Committee’s Resolution in Opposition of High Stakes Testing Including MCAS. Ms. Collins seconded. Chair McDonough called for a roll call vote:

Dr. McKenzie – Yes
 Dr. Fuxman – Yes
 Mr. Haugland – Yes
 Mr. Brand – Yes
 Ms. Collins – Yes
 Chair McDonough – Yes
 It was unanimously approved by those present 6-0-0.

Overview of the Proposed FY22 Budget

Dr. Nolin and Dr. Gray gave a presentation about the budget. Last week the conversation began with a general discussion of the budget and timelines. There were robust conversations with our Town partners. This presentation is just the beginning of discussing needs and mandates as well as the parameters surrounding how we make that decision. Dr. Nolin reminded everyone how we have been funding our budgets over the last few years. Dr. Gray walked through the previous budget funding and methods.

FY20 Town appropriations for schools (\$67,810,346 (budget) + (\$410,137 (bus subsidy))	\$68,220,443
NPS added \$829,997 to meet operating costs (NHS parking fee, bus fee, revolving accounts)	\$829,997
Actual Total FY20 NPS budget (\$67,810,346+\$410,137+\$829,997) LEVEL FUNDING	\$69,050,480
March 2020: FY21 Total Operating Budget (including \$100,000 reduction in Technology)	\$72,815,695
Less: Additional Circuit Breaker offset to Out of District Tuition	(\$ 500,000)
Less: Additional Revenue	ASAP Allocation Agreement (\$150,000)
	Add 2 Preschool programs (Lilja & Memorial) <u>(\$ 212,000)</u>
Total FY21 funding needed from Town to run the district	\$71,953,695
FY21 Bus Transportation Subsidy Article	<u>(\$ 421,416)</u>
FY21 NPS operating budget appropriation request	\$71,532,279

Dr. Gray reviewed the FY21 funding and methods:

FY21 NPS operating budget appropriation request (March 9,2020)	\$71,532,279
June 2020 Budget Adjustments:	
· Reduce ASAP revolving further	\$ 50,000
· Reduce technology completely	\$ 175,000
· Eliminate most new district positions, KMS compliance/new team maintained thru transfers, defer most student services until January (all dist - \$296,763) + (KMS - \$460,411)	\$ 757,174
· 7 staff reductions due to retirements, resignations/non-renewals (\$200K savings already included in March budget)	\$ 241,070
· 0% COLA--all staff/no merit--ALL UNIONS, ALL ADMINISTRATORS, SUPERINTENDENT/CENTRAL OFFICE	\$1,308,000
FY21 revised operating budget request (June 2020)	\$69,001,035

Dr. Gray reviewed FY22 Budget mandates and pressures:

- 3% COLA per contracts

- Increase in utilities/expenses for KMS for a full school year
- School Bus/SPED transportation will require a RFP in FY21 resulting in potential additional costs in FY22
- SPED tuition increases of \$551,042 (tuition composes □ pprox. \$450,000 of this)
- No SPED prepayment (\$1,903,780) as well as reduced circuit breaker reimbursement (\$1.3 million less)
- Potential additional COVID/Cohort costs in Fall 2021(not in this budget at this time)
- Normal inflationary costs

He continued by reviewing the actual adjustments:

NATICK PUBLIC SCHOOLS FY 22 PROPOSED EXPENSES AS OF 12/07/2020

	FY21	FY22	FY22 Assumptions
Compensation			
Salary Base	\$ 54,361,444	\$ 56,787,060	
Steps, COLA, & Merit Adjustments/Lanes	\$ 3,069,880	\$ 3,564,842	3% COLA
Staff Additions	\$ (203,194)	TBD	
Retirements and Turnover	\$ (441,070)	\$ (200,000)	
Expenses			
Admin	\$ 56,787,060	\$ 60,151,902	
Technology			
Curriculum			Moving all professional development to TLI
Online Learning	\$ 459,440	\$ 465,350	
Pupil Services	\$ 1,611,779	\$ 1,661,735	No Prepaid SPED with less circuit breaker offset
Transportation	\$ 395,966	\$ 1,005,183	New bus contracts
			Full year new KMS
Building Op & Maint	\$ 167,000	\$ 171,342	
NPS Schools	\$ 2,089,302	\$ 5,694,133	
Athletics & Activities	\$ 2,894,157	\$ 3,219,405	

Dr. Nolin reviewed all FY22 personnel considerations:

SCHOOL	POSITION	FTE	
DISTRICT WIDE	Instructional Staff/Tech/Library/Tech Staff	5.00	2015, but made it to the end of the budget season in 2020
NHS	1.0 theater tech teacher and auditorium management district wide	1.00	2014
NHS	1.0 music orchestra arts audit	1.00	2014
DISTRICT WIDE	ELL Dept. Head Stipend @ HS		2017
KENNEDY	Grade 8 Math/Science	1.00	KMS planning docu 2017
KENNEDY	Grade 8 SS/L&L	1.00	KMS planning docu 2017
KENNEDY	Grade 8 Special Educator	1.00	KMS planning docu 2017
KENNEDY	Full time Art	0.60	KMS planning docu 2017
KENNEDY	ELL Teacher	1.00	KMS planning docu 2017
WILSON	Drama Teacher	1.00	KMS planning docu 2017
NHS	Math 1.0	1.00	2020
DISTRICT WIDE	Math Specialists	5.00	2012
DISTRICT WIDE	BCBA Elementary	1.00	2020
DISTRICT WIDE	Paraprofessionals	3.00	yearly consistent need
NHS	2.0 workshop tutors	2.00	new
DISTRICT WIDE	Vocational Center Tutor--achieve and access	1.00	2021
NHS	Math 1.0	1.00	2020
DISTRICT WIDE	Math Specialists	5.00	2012
TECHNOLOGY	MS Technician - Kennedy/Wilson 1:1 expansion to grade 5	1.00	forecasted in 2017 with KMS project, now realized through COVID tech purchases and grant money

Dr. Nolin also reviewed the FY22 Covid/cohort potential needs:

School	Position	FTE	Sep-Dec 2021
Brown	Cohort Monitors	1.00	\$8,000
Brown	Building Subs	2.00	\$16,000
Lilja	Cohort Monitors	2.00	\$16,000
Lilja	Building Subs	2.00	\$16,000
Memorial	Cohort Monitors	4.00	\$32,000
Memorial	Building Subs	2.00	\$16,000
Johnson	Cohort Monitors	2.00	\$16,000
Johnson	Building Subs	2.00	\$16,000
Kennedy	Cohort Monitors	7.00	\$56,000
Kennedy	Building Subs	5.00	\$40,000
NHS	Building Subs	15.00	\$120,000
Ben Hem	Cohort Monitors	10.00	\$80,000
Wilson	Cohort Monitors	4.00	\$32,000
Wilson	Building Subs	8.00	\$64,000
Preschool	Building Subs	2.00	\$8,000
Technology	Attestation Software (Ruvna)		\$30,000
Facilities	Utilities,General Maintenance		\$140,758
	Subtotal	68.00	\$706,758
District Wide (deployed across system)	14 building substitutes were employed in COVID school system	14.00	\$222,740
	TOTAL COVID		\$929,498

Mr. Tim Luff, Assistant Superintendent of Student Services reviewed FY22 budget increases:

Overall Special Education Projected FY22 Increase: \$551,042

- No ability to bring students back into district last Spring
- Only 3 graduates
- Multiple Move-Ins

Circuit Breaker Offset used in FY21: \$3,200,000

Circuit Breaker Offset projected to be used in FY22: \$1,900,000

- C/B Revenue in FY21: \$1,981,890 \$1,300,000
- Reduced to 70%, Transport Reimbursement delayed
- \$214,961 would remain in Circuit Breaker Revolving Account

Actual increase after Circuit Breaker Reduction: \$1,851,042

Special Education Tuition Prepay Used In FY21: \$1,903,789

Increase to Operating after Offset Reductions: \$3,754,831

Mr. Luff went on to discussing the loss of the circuit breaker reimbursement due to the decrease of rates from the state. He reviewed the circuit breaker revolving account.

FY20		FY21		FY22	
SPED Circuit Breaker #0115		SPED Circuit Breaker #0115		SPED Circuit Breaker #0115	
REVENUE		REVENUE		REVENUE	
Prior Yr Balance	1,993,523.45	Prior Yr Balance	1,920,302.59	Prior Yr Balance	306,713.53
FY 19 Claim Reimbu	2,482,536.00	FY 20 Claim Reimbu	1,981,890.00	FY 21 Claim Reimbu	1,981,890.00
Total Revenue	4,476,059.45	Total Revenue	3,902,192.59	Total Revenue	2,288,603.53
EXPENSES		EXPENSES		EXPENSES	
Tuitions	2,382,114.70	Tuitions	3,200,000.00	Tuitions	1,900,000.00
Salaries	131,338.79	Salaries	161,782.06	Salaries	173,642.16
Covid Comp	42,303.37	Covid Comp	233,697.00	Total Expenses	2,073,642.16
Total Expenses	2,555,756.86	Total Expenses	3,595,479.06	Projected Balance	214,961.37
Final Balance	1,920,302.59	Projected Balance	306,713.53		

Dr. Nolin appreciated the School Committee members feedback and she will come back with a budget package that is reasonable but also achieves the goals the Committee has stated.

Food Services Update and Budget

Dr. Gray praised Ms. Kristin Gentilli, Director of Natick Food Services for her efforts on behalf of the students. Her team has continued to provide meals for many of our students. Ms. Gentilli provided some updates:

- Universal Free meals for ALL students SY 20/21
 - Reimbursement based program this year
- Every school is offering grab and go style breakfast and lunches
 - Average daily meals 1,230
 - 40% of food service staff returned
- Remote meal pick up @ NHS every Monday & Thursday
 - 9-11am; Mondays families receive 3 days of breakfast & lunches; Thursdays 2 days worth of meals
 - Sign up via google document on our website
 - Weekly served via remote: 130-160 students
- Upcoming News: Nutrislice at NHS
 - Nutrislice is a preorder menu website launching after the Holidays
 - NHS students will be able to customize offerings & purchase a la carte items via the app for pick up in the cafeteria

Ms. Gentilli went on to review the food service budget that had a deficit of \$31,000. However, there is still a decent balance in her revolving account.

Update on DEI Committee and Equity Work

Dr. Nolin provided an overview of the Diversity, Equity and Inclusion Committee. She summarized in the overview all of the activities happening with all of our leaders, training, school improvement plans and our district work. She also asked the School Committee to allow her to refer two sample policies to the policy subcommittee led by Mr. Brand. She would like to review a microaggression policy, similar to Needham's policy and a holiday calendar that would be sensitive to different religions. It will give students and families a choice and voice. The Westborough Public Schools has created a sensitive manner for diving into those holidays. Our Director of Communications, Ms. Maryland has prepared a Natick version for the policy subcommittee to review.

Enrollment Report

Mr. Kirk Downing, Assistant Superintendent of Teaching, Learning and Innovation gave a detailed report regarding the current enrollment numbers. There have not been significant changes. We are now in the midst of preparing initial mailing to incoming Kindergarten students. With those, we also have the names of students that had decided not to enroll this past year. We will be reaching out to them. The administrative assistants at the elementary schools have kept a record of other families with students in other grades that were going to enroll but due to Covid, decided not to. They will also be reaching out to those families. The enrollment reductions have occurred all across the Commonwealth for all school districts.

Member Concerns

Mr. Jefferson Wood wanted to remind the School Committee of the work that all the teachers are doing. A lot of the concern's teachers had originally of coming back into the buildings, have been alleviated to some degree due to the fact that we are still in the buildings. However, it is stressful when they hear of families that have been infected. There are still a number of colleagues that are stressed every single day. We have

had to accept these things but there has been an environmental aggression that is wearing teachers down on a daily basis.

Dr. McKenzie congratulated the Kennedy Building Committee and Dr. Nolin who have worked so hard to complete the new middle School. She was fortunate to attend a tour of the New Kennedy Middle School and it exceeded her expectations.

Ms. Collins moved to approve the consent agenda. Mr. Brand seconded. Chair McDonough called for a roll call vote:

Dr. McKenzie – Yes

Dr. Fuxman - Yes

Mr. Haugland – Yes

Mr. Brand – Yes

Ms. Collins - Yes

Chair McDonough – Yes

It was unanimously approved by those present 6-0-0.

At approximately, 10:07pm, Mr. Brand moved to adjourn. Dr. Fuxman seconded. Chair McDonough called for a roll call vote:

Dr. McKenzie – Yes

Dr. Fuxman - Yes

Mr. Haugland – Yes

Mr. Brand – Yes

Ms. Collins - Yes

Chair McDonough – Yes

It was unanimously approved by those present 6-0-0.

Anna Nolin
Superintendent
Executive Secretary to the School Committee

Rose McDermott
Executive Assistant/Recording Secretary

Attest: _____

Documents Provided in Novus Agenda and materials used at this meeting can be found [here](#).