

**TRANSCRIPT OF PUBLIC RECORD**

**OF**

**THE METHUEN SCHOOL COMMITTEE**

**BUSINESS SESSION**

**OF**

**NOVEMBER 14, 2011**

**SUBMITTED FOR THE APPROVAL OF:**

**THE METHUEN SCHOOL COMMITTEE**

**AND**

**THE SUPERINTENDENT OF SCHOOLS**

**“AN OPEN MEETING ADVANTAGE FOR THE COMMUNITY OF METHUEN”**

**RECORDED BY:  
MICHELLE TURCO, PUBLIC RECORDER**

**TRANSCRIPT OF PUBLIC RECORD**  
**METHUEN SCHOOL COMMITTEE MEETING**  
**BUSINESS SESSION**  
**NOVEMBER 14, 2011**

This meeting of the Methuen School Committee was held in the Great Hall of Searles Building, City Hall, and was posted for 7:00 PM.

**MEMBERS IN ATTENDANCE:**

Mayor William Manzi, Chairperson  
Mr. Robert Vogler, Vice Chairperson  
Mr. Evan Chaisson, Secretary  
Ms. Barbara Grondine  
Mr. Gary Marcoux  
Mr. Kenneth Willette, Jr.

**OTHERS IN ATTENDANCE:**

Ms. Judith Scannell, Superintendent of Schools  
Dr. Jennifer Smith, Assistant Superintendent of Schools  
Mr. Glenn Fratto, Business Administrator  
Ms. Michelle Turco, Public Recorder

**1. \*CALL TO ORDER AND ATTENDANCE:**

Mayor William Manzi called this meeting to order at 7:05 p.m. with a quorum of members in attendance, as listed above. Mr. Kenneth Henrick did not attend.

Mayor Manzi asked that two items be taken out of order, item 8b moved and be made 2e and item 6d moved and be made 2f.

**MOTION:** Mr. Vogler moved to amend the agenda as stated above; Mr. Marcoux seconded the motion.

**VOTE:** 6-0-0 APPROVED

**a. Flag Salute**

Rossely Nunex, a fourth grade student at the Timony Grammar School, led the Committee in Opening Exercises of this meeting.

**2. Participation by Others**

**a. SOAR Award**

Andrew Nguyen was a recipient of the S.O.A.R. Award at this meeting. The Mathematics Department chose Andrew for this Award.

**b. Student Advisory Committee**

- Benjamin Hardy, a junior at MHS spoke about the mayoral debate that took place on October 12, 2001 at the MHS Field house.

- Devin Heffernan, a sophomore at MHS, spoke about Methuen Varsity Cheerleading.

Mayor Manzi commended the school department and high school for having the mayoral debate at the high school and would like it to be done more often. Mayor Manzi congratulated Mr. Giuca and said it was an excellent event; it was good for the students and the candidates.

Ms. Grondine said she attended that event with Mr. Vogler and said it was very interesting that there was somebody from city hall at the debate whom registered some of the students to vote.

**c. Staff**

No Action

**d. Public**

No Action

**e. Notification of Appointments - Professional Staff**

Superintendent introduced and congratulated Mr. Sean Bateman, he will be moving over to administration starting 1/1/12 as Interim Lower School Associate Principal at the CGS. Superintendent called Sean up with Mr. Tim Miller who is his current Principal and Ms. Brandi Kwong who will be his new Principal. Superintendent Scannell read a brief Biography on Mr. Bateman. Presently Mr. Bateman is the Dean of Students at the Timony Grammar School. Mr. Miller spoke about Mr. Bateman and commended his work. Mr. Bateman thanked everyone for the opportunity and spoke very highly of the Timony Grammar School but is looking forward to working at the CGS.

Mr. Marcoux said he was pleased at the appointment of Mr. Bateman and felt that Dr. Kwong and Superintendent Scannell should be commended for the appointment. Mr. Marcoux had worked with Mr. Bateman in the past and said, "I can't hold a candle to him" He is an excellent educator and always gave credit to the team, not himself, he makes everyone else shine. Mr. Marcoux felt Mr. Bateman would be a great asset to the CGS.

Ms. Grondine echoed Superintendent Scannell and wished Mr. Bateman luck.

**f. Methuen Education Association Unit A Contract – Ratification**

Attached is a Memo of Agreement between the Methuen School Committee and the Methuen Education Association Dated November 2, 2011.

**MOTION:** Mr. Chaisson moved to adopt the Agreement between the Methuen School Committee and the Methuen Education Association; Mr. Mr. Willette seconded the motion to adopt as submitted

**VOTE:** 4-0-2 APPROVED  
Ms. Grondine – PRESENT

Mr. Marcoux - PRESENT

**3. Approval of School Committee Meeting Transcript Business Meeting of October 11, 2011.**

**MOTION:** Mr. Vogler moved to adopt the Recorded Transcript Business Meeting of October 11, 2011 as presented and waived the readings; Mr. Chaisson seconded the motion to approve as presented.

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

**4. Staff Reports**

**a. Superintendent's Monthly Report**

Superintendent Scannell submitted the monthly Superintendents report that consisted of the following topics:

- Methuen High School Renovation Update
- MHS Grade 9 Campus
- Methuen High School – Band Program –  
Mr. Tom Walters introduce a few students who spoke about an award the marching band won and their success in the band. They received overall 5 stars in the state, which was the best they could get.
- Methuen High School JROTC Drill Competition
- Inclement Weather Policy
- Title-I Program – Update
- Language Acquisition Department Update
- SADD/Prevention – Updates
- Abigail Adams Scholarship recipients FY'12  
Mr. Vogler would like the Abigail Adams Scholarship recipients to be listed on the Methuen website with a brief explanation of what it is.

**5. Old Business and Other Pending Matters**

**6. New Business**

**a. MHS Foreign Language Dept. Madrid/Paris Trip – April – Approval**

Mr. James Giuca, Principal submitted a memo requesting approval for the Madrid – Paris – students' summer trip – see attached

**MOTION:** Mr. Vogler moved to approve the Madrid – Paris – students' summer trip; Mr. Chaisson seconded the motion to approve as submitted.

**VOTE:** 6-0-0 APPROVED

**b. MHS Band Trip Norfolk, VA, FY'12 – Approval**

The Fine Arts Department submitted a letter to Principal Giuca requesting approval for the MHS Band Trip be changed from Florida to Norfolk, VA, FY'12.

**MOTION:** Mr. Vogler moved to approve the MHS Band Trip Norfolk, VA, FY'12; Mr. Chaisson seconded the motion to approve as submitted.

**VOTE:** 6-0-0 APPROVED

**c. Methuen Public Schools Concussion Policy – Approval**

Superintendent Scannell submitted a memo to request approval for the Methuen Public Schools Concussion Policy – see attached

**MOTION:** Mr. Vogler moved to approve the Methuen Public Schools Concussion Policy; Ms. Grondine seconded the motion to approve as submitted.

**DISCUSSION:** Mr. Weymouth gave a background on the Concussion Policy that he had been working on since August 2011. The marching band is included in the policy. Mr. Vogler questioned under school nurse responsibilities there being quite a bit of work especially if the physician is not local. Mr. Vogler wanted to know if it was possible to look into having someone else do this task in the local area. Mr. Weymouth said currently they work with a physician in Salem, NH when certified weights for the wrestlers are done and Mr. Weymouth will look into it further. Mr. Marcoux agreed with Mr. Vogler and would like it looked into.

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

**Methuen Education Association Unit A Contract – Ratification**

This item was moved to 2 f.

**d. City Chargebacks for FY'11 – Discussion**

Mr. Glenn Fratto, Business Administrator submitted a memo that breaks down the chargeback items for the past three years.

**MOTION:** Mr. Marcoux moved to table City Chargeback FY'11 to the November 28, 2011 Workshop Session; Mr. Vogler seconded the motion to approve.

**VOTE:** 6-0-0 UNANIMOUSLY APPROVED

**7. Finance and Operations –**

**a. Expenditure Report - Monthly**

Business Administrator Glenn Fratto submitted the Monthly Expenditure Report to the Committee for the period of October 2011.

No Action

**b. Revolving Funds Report – Monthly**

Business Administrator Glenn Fratto submitted the Monthly Revolving Report to the Committee for the period of October 2011

No Action

**c. Grants Report – Monthly**

Ms. Lyn Griffin, Director of Grants Management and Program Development provided the Monthly Grant Status Report for the period of October 2011.

No Action

**d. Student Activity Accounts - Monthly**

Business Administrator Glenn Fratto submitted the Monthly Student Activity Accounts to the Committee for the period of September 2011

No Action

**e. Director of School Nutrition Services – Monthly**

Mr. Wayne Vespa, Director of School Nutrition Services submitted the Monthly Status Report for the period ending October 2011.

No Action

**f. Director of Facilities (Custodians & Maintenance) – Monthly**

Mr. Bruce Stella, Director of Facilities and Maintenance submitted the Monthly Status Report for October 2011

No Action

**g. Bid Awards**

**h. Contract Approval**

1. Snowplowing/Removal Services for FY'12 – Approval

**MOTION:** Mr. Marcoux moved to approve Snowplowing/Removal Services for FY'12; Mr. Vogler seconded the motion to approve.

**DISCUSSION:** Mr. Chaisson questioned if the company was the only one to put a bid in. Mr. Fratto said they are not required to go to bid with it. The Snowplowing/Removal Service has been doing the services for the past twenty years, located in the community with reasonable prices and Methuen has a great relationship with them.

**VOTE:** 6-1-0 UNANIMOUSLY APPROVED  
Mr. Marcoux - OPPOSED

2. City of Waltham Cooperative Bid for Paper Goods & Supplies for FY'12 – Notification Purposes Only – See Attached

Mr. Vogler stated he noticed that Waltham is joining into Methuen's cooperative bidding process and Mr. Fratto stated that was incorrect and Methuen is joining Waltham's cooperative bidding process.

Mr. Vogler questioned if that had been done before, Mr. Marcoux stated it had been done before, Mr. Fratto was unsure. Mr. Vogler suggested that Mr. Fratto find out.

Mr. Vogler would like a list of all cooperative bidding for all products at the next Workshop Session and also would like to know how long paper products and supplies have not been done.

3. Urban Collaborative Ring on Furnishing Grocer Canned Goods, Staple Groceries, Breakfast Foods, Frozen Foods & Snack Food for FY'12 – Notification Purposes Only – See Attached

**i. Budget Transfers**

No Action

**8. Notification of Appointments and Other Personnel Matters**

**a. Personnel Transactions**

No Action

**b. Professional Staff**

Item moved to 2 e

**c. Support Staff**

No Action

**d. Personnel Matters Requiring Committee Action**

No Action

**e. Notification of Vacancy Postings**

No Action

**9. Superintendent's Reports, including Communications & Recommendations on Financial Matters, Old & New Business**

**a. Transportation Monthly Update**

Mr. Brian Fowler, Supervisor of Transportation and Emergency Management submitted a memo updating the committee on Monthly Transportation.

**No Action**

**b. Residency Monthly Update**

Ms. Diana Turonis, Attendance Secretary provided the committee with the Residency Monthly Update Report.

**No Action**

**c. School Resource Officers Monthly Update**

A monthly report was given on each of the schools.

**d. Dean of Students Update**

**No Action**

**e. John and Abigail Adams Scholarship Recipients Class of 2012**

Superintendent Scannell submitted a memo with the John and Abigail Adams Scholarship Recipients Class of 2012.

**10. Business from the Committee**

**a. Committeeman Gary Marcoux – Discussion**

Mr. Marcoux stated he had a pleasant discussion on the Title One Program with Superintendent Scannell; they discussed his concerns, the parents and teachers concerns. Superintendent Scannell and Mr. Marcoux reached an agreement that things could be done sooner and Superintendent Scannell assured Mr. Marcoux that the concerns would be looked into and in the future they would work on starting the program sooner in the year.

Mr. Willette questioned how the school functions in terms of recycling and wanted to know if there was a coordinating effort in working with the city as a whole. Mr. Willette would like other communities to be looked at and make it a focus to discuss before he leaves.

Ms. Grondine wanted to congratulate the band. Ms. Grondine commented on the award the relay for life received. There were only 100 given out in the country and one in Massachusetts, which was Methuen/Lawrence Relay for Life. Ms. Grondine felt they should be recognized. Superintendent Scannell agreed with Ms. Grondine and said Carol

\$320,00.00 was raised and more publicity should have been given to this cause. Mr. Willette suggested giving Methuen Life the story in order to get more publicity; other papers are doing a poor job.

Superintendent Scannell reminded everyone that the Santa Parade would be held on November 19, 2011 at 1PM; all the schools are involved and have floats.

**11. Executive Session**

- a. Negotiations**
- b. Litigation**

**12. Adjournment**

With no further business to discuss at this Business Session, Mayor Manzi entertained a motion to adjourn, no Executive Session needed, at 7:48 PM, thus concluding this Business Session for the evening.

MOTION: Mr. Marcoux moved to adjourn this Business Session at 7:48 and Mr. Chaisson seconded the motion.

VOTE: 6-0-0 UNANIMOUSLY APPROVED

Respectfully submitted,  
Michelle Turco, Public Recorder  
Methuen Public Schools