

Regular Meeting  
April 24, 2017  
School Committee Meeting  
Medford High School

The regular meeting of the Medford School Committee was called to order by Mayor Burke in the Library Resource Center at Medford High School 7:05 p.m. Those present were Ms. Cugno, Ms. DiBenedetto, Ms. Kreatz, Ms. Mustone, Mr. Skerry, Ms. Van der Kloot, Mayor Burke and Superintendent Belson.

On the motion of Mr. Skerry seconded by Ms. Kreatz that the minutes of April 3, 2017 be approved: Ms. DiBenedetto requested the section about the AED be amended to include: her motion to purchase equipment now and not wait. Also to add to requested reports a report on the AED's when purchased including the total cost.

Mayor Burke announced that Armstrong Ambulance is donating 60 AEDs.

On the motion of Ms. Kreatz seconded by Ms. DiBenedetto that the Bills/Transfer of Funds be approved:

Ms. DiBenedetto questioned the line item payment to Integrated Facilities. Ms. Patterson answered that they are the Cable TV general contractor. She also questioned a payment to Harrison Inc. which Ms. Patterson will get back with the information.

Voted: That the Bills/Transfer of Funds be approved.

Roll Call:

Yea: 7 Cugno, DiBenedetto, Kreatz, Mustone, Skerry, Van der Kloot, Burke  
Nay: 0  
Absent: 0

On the motion of Mr. Skerry seconded by Ms. Cugno that the Payrolls be approved:

Voted: That the Payrolls be approved

Roll Call:

Yea: 7 Cugno, DiBenedetto, Kreatz, Mustone, Skerry, Van der Kloot, Burke  
Nay: 0  
Absent: 0

Recommendation to Accept Gift from the Jae S. Lim Foundation

Director of Mathematics Carolyn Joy stated that the Jae S. Lim Foundation has generously offered a gift of \$3,000 to Medford High School to encourage students to engage in rigorous mathematics and science studies. The gift recognizes students for academic excellence in these subjects. Acceptance of the gift requires announcement to sophomores in the Spring of 2017 to promote awareness. Two awards of \$1,000 each are presented to juniors who demonstrate top performance in mathematics and in science for the 2017-2018 school year. An additional \$1,000 is designated for administrative costs at the discretion of the awarding committees and Headmaster. The mathematics awarding committee will consist of the director and teachers of the mathematics department. The science awarding committee will consist of the director and teachers of

the science department. Award criteria and selection will meet with the Headmaster's approval. "Established in 2010 by MIT Professor Jae S. Lim, the Jae S. Lim Foundation is a 501(c)(3) organization" located in Winchester, MA. The foundation expresses that "in a global marketplace, mathematics and science skills are critical for the next generation of American professionals. One of our missions is to help US students reach their full potential in these subjects through grants to schools and educational organizations. In the process, we hope that our initiatives inspire others to make contributions in their communities."

Discussion:

Ann Marie Cugno asked about the administrative costs? Ms. Joy answered that the foundation is sending \$3,000 of which \$2,000 is for scholarships and the remainder may be used as desired. They gave examples of how the monies can be used. Ms. Kreatz suggested inviting the recipients to a meeting. Mr. Skerry asked Ms. Joy to invite Professor Lim to a future meeting also. Ms. Joy answered that she would like very much to do that. Ms. Van der Kloot asked if students from the vocational school can be acknowledged as well. Ms. Joy said that she will have to check with the foundation because they have certain criteria.

On the motion of Ms. Cugno seconded by Ms. Mustone to accept the gift:

Roll Call:

Yea: 7 Cugno, DiBenedetto, Kreatz, Mustone, Skerry, Van der Kloot, Burke

Nay: 0

Absent: 0

Pre Budget Report – EL Department

EL Director Leslie Trotta presented the report. She said that the ELL department offers a wide range of programs that service LEP students in grades k-12. At the elementary level, we have a Newcomers Program at the Roberts Elementary School. The middle school program is housed at the McGlynn Middle School where classes are offered in math, social studies, science and ELL Language Arts. At Medford High School we offer EL classes in math, social studies, science and EL Language Arts that are appropriate for Newcomers, and classes that mirror the mainstream curriculum for EL students with a greater command of the English language. Support classes are offered to LEP and FLEP students in math, science, social studies, EL Language Arts and assessments. Ms. Trotta discussed the department's highlights for the year and staffing needs and funding requests for next year.

Discussion:

Members congratulated and thanked Ms. Trotta for her many years of service to the students of the Medford Public Schools. Ms. Cugno commented that the McGlynn's numbers are increased and asked if there are any plans on splitting between the two buildings. Ms. Trotta answered that the problem with that is there is not enough personnel and she prefers keeping them in one building. Ms. DiBenedetto asked if we are in compliance. Ms. Trotta answered yes we are. DESE doesn't say you need small classes. Large classes are a challenge. Ms. DiBenedetto said that this is a tremendous load for staff and asked if adding two staff members will be enough. Ms. Trotta answered that it is hard to project because you can never be sure of the numbers. Ms.

Kreatz commented on the charts and information from Ms. Trotta and saying they show just how diverse the Medford Public Schools are. Ms. Cugno wants to make sure that other members of the EL department have the necessary information when Ms. Trotta retires. Ms. Trotta answered that they have the information and she will assist in any way needed.

On the motion of Ms. Cugno seconded by Ms. Van der Kloot to accept the report and place on file:

Vote:

Yes: 7  
No: 0  
Absent: 0

On the motion of Ms. Van der Kloot to take papers out of order for #4 school trip:

Vote:

Yes: 7  
No: 0  
Absent: 0

On the motion of Ms. Van der Kloot seconded by Ms. Cugno to approve the trip to Spain and Quebec/Montreal for 2018:

Vote:

Yes: 7  
No: 0  
Absent: 0

Ms. Cugno asked why they are planning a trip to Montreal. Ms. DiCarlo answered that it is for the French students and it is much less expensive than Europe.

On the motion to revert back to regular order of business.

Vote:

Yes: 7  
No: 0  
Absent: 0

#### Report on Enrollments of Students with B1 and B2 Visas

Superintendent Belson stated that this report is designed to update you on our obligations regarding the enrollment of immigrant students as required by Massachusetts and federal laws and regulations. Student immigration laws are very complex and often seem to be contradictory. It is important for us to be aware of the protections afforded to both legal and illegal alien students. Also it is necessary for us to understand our responsibilities for educating legal and illegal alien children. On a daily basis we are visited by parents and students who are documented residents but have different immigrant status. Many have limited English language and seek services from our school programs. The following information is a composite of the legal information we have received from our own legal advisors, DESE and the Attorney General's Civil Rights Division. In Massachusetts DESE has ruled that if a child resides in our district, meets our residency requirement, and we are unaware of his/her immigrant status, we must enroll the person. Even if you know or have reason to believe that the child is an illegal immigrant, you must admit the

child and FERPA prevents us from reporting the child/family to any state or federal authority. This is essentially a “don’t ask don’t tell” rule. A public school system cannot ask parent or children to produce visa documentation as a prerequisite to enrollment. However if a parent/child voluntarily provides the information we must act to deny enrollment if the following visas are identified:

- A B1 and/or B2 is a temporary visa and cannot be used to enroll in a public school
- An F1 and/or an M1 visa can only be used to enroll in an INS approved school (mostly private)

The following student visa categories lawfully permit legal aliens to attend a public school:

- Lawful permanent residents who have a green card
- J1 visa issued by US government to approved students in programs sponsored by schools or other non-profits.
- Derivative status using an L1 or L2 visa/an individual who is employed outside of the US and has been transferred to a US branch or affiliate may lawfully bring his children and spouse with him/her. The children may attend public school.

We cannot ask for visa documentation, we may learn of a B1/B2 status through routine work on submitted students’ records which identify a status that prohibits enrollment. DESE has advised us to allow such students to finish the year, but we should not re-enroll them going forward unless they produce an allowable document. We are asking DESE for more information regarding this process. Therefore, we will be notifying individuals who have B1/B2 visas that they may complete this year, but will not be able to re-enroll going forward without a change in visa status. There are approximately 30 students who fall into this category. We are also carefully watching any executive orders that come from Washington that could affect our practice going forward into next year. We will keep you posted.

Discussion:

Mayor Burke asked if this is a state or federal law. Superintendent Belson answered a federal one. Mayor Burke asked the Superintendent to request the Attorney General’s Office for clarification. Superintendent Belson said that he has called but will put the request in writing. Ms. Van der Kloot said that she finds this extremely troubling that we have always gone with if you lived in Medford then you enroll them. She asked what happens to these 30 students? She doesn’t understand why this is changing and asked if every other district is dealing with this. Superintendent Belson answered that everyone has to deal with it. It was brought to my attention by parents so therefore I researched it. Immigration is a hot topic lately. I have an obligation. Ms. Van der Kloot said that she understand students entering but can’t see it for students already enrolled. This shouldn’t be retroactive for the students that are already here. The Superintendent said that DESE stated that we cannot continue to enroll or re-enroll. I have asked the questions. Ms. Van der Kloot said that we must fight for these students. She understands the Superintendent’s dilemma. The Superintendent said he is hopeful that we will have some guidance by the end of the school year. He said he sympathizes and empathizes with the situation. Ms. Mustone asked when registering for school are people giving visas voluntarily. Superintendent Belson answered that when registering people don’t understand and give all their papers. Ms. Mustone asked if the Superintendent knows if

the Attorney General is filing anything regarding this. Superintendent Belson said he will follow up and write a letter to see if she can interceded possibly with a Massachusetts statute. Ms. Kreatz commented that she is very saddened and upset and asked what will these students do? Is there a way to get a ruling from the Attorney General so we are not the first school committee to set this precedent. The Superintendent said let's see if we can get a legal comment. He said that a B1/B2 visa is a tourist not an immigrant. Ms. Cugno said that she knows you have to abide by the federal law but isn't there a way to grandfather in the high school students especially the juniors? Again the Superintendent said that he will follow up with the Attorney General. Ms. DiBenedetto made the following motion:

On the motion of Ms. DiBenedetto that no action be taken to unenroll any Medford Public Schools student until further notification has been received from the Attorney General's Office.

Superintendent Belson said you have to be careful that you are not asking me to do something illegal. Since we have a couple of months before the school year ends we should be able to get an answer before action may be taken.

Roll Call:

Yea: 7 Cugno, DiBenedetto, Kreatz, Mustone, Skerry, Van der Kloot, Burke

Nay: 0

Absent: 0

Ms. Van der Kloot asked for a specific list of what is needed to register. Mr. Skerry asked for a ruling from MASS and MASC.

On the motion of Ms. Cugno seconded by Ms. Van der Kloot to accept the report and place on file:

Vote:

Yes: 7

No: 0

Absent: 0

Report on Every Student Succeeds Act (ESSA) and Massachusetts Plan

On the motion of Ms. DiBenedetto to accept report and place on file.

Vote:

Yes: 7

No: 0

Absent: 0

Financial Report

Director of Administration and Finance Kirsteen Patterson presented the report. The general fund operating budget for FY17 is \$54,333,000 of which 78.83% has been expended and encumbered to date. Ten-month bi-weekly employees have received 18 checks since August 29th accommodating anticipated number of checks in a calendar year. All 12-month employees have received 21 paychecks since July 1st. All major positions and all known retirements have be considered for year end processing. The salary accounts reflect high balances remaining due to final payrolls not yet posted for the months of April (partial), May and June (with lump sum payments for teachers/other 10-month employee categories). The year end salary/wage projection is approximately

\$14,500,000 for the general fund appropriations including bi-weekly and weekly pay categories. Purchases orders are routinely reviewed and liquidated and the wind down for spending will commence to clear remaining encumbrances for payment or release of funds. Reflected in this summary are updates on program areas of interest.

*On-line Payments* - The FACTS on-line payment program currently collects for Before/After School, MEEP, McGlynn Preschool, Make Way for Kids Preschool, and Kids Corner. MPS has an updated 472 active and completed payment plans making payments totaling \$1,627,515 year to date. The remaining balance of \$326,922 is anticipated to be collected by June 30th with total collections of \$1,954,438 across all programs. Revenue generated from these categories are included in projected offsets to overall budget.

*Transportation* – MPS is in year two of an original three-year term contract with an additional two-year option. Currently there are 18 main bus routes with Eastern Bus Company for year one of five. Routes run morning and afternoon, serving St. Joseph Catholic School, St. Raphael Catholic School, St. Clements, Minuteman, and all MPS. Reimbursements for homeless transportation received from the state do not cover all expenses but offset them based on a percentage calculation established by DESE.

*Vocational* – The vocational pupil transportation account reflected an incorrect encumbrance and expense that is being reclassified to the appropriate Out of District tuition line item. The amount of \$45,422.50 was posted in error to transportation which should be OOD tuition. The impact of this reclassification and correction results in a cost savings within the OOD tuition account for a reduced student count attending Minuteman and Essex regional schools of (\$55,500) to be applied toward bottom line expenses.

*Utilities and Telephone Service* – The invoices processed reflect March 2017 and the April amounts have been received but not yet paid. The budgeted Natural Gas expense was \$660,000 and year to date expense with pending payments is \$353,000 for 573,110 therms used. The balance encumbered includes a conservative year end projection for final bills and the ability to reduce the amount to reflect expense savings of (\$255,000) in this line item. The budgeted Electrical expense is \$1,180,000 with a year to date expense and pending payments of \$859,637 for 5,603,478 kWh used. There is conservative savings in this line item to reduce the encumbered Purchase Order by (\$30,000) to offset other district-wide expenses. The telephone system conversion included a new cost structured contract and has been significantly lower than budgeted projections of \$315,000 to provide an encumbrance reduction of (\$25,000). Savings achieved in the energy accounts will be used to balance out the extraordinary repairs identified in the building maintenance category.

*Special Education* – The FY17 Out-of-district [OOD] tuition expense was budgeted to be \$3.4million over three funding areas [IDEA grant, circuit breaker, general fund]. Given the volatility of this category, encumbrances remain intact for the full school year of service ending June 30, 2017 but will be closely monitored to liquidate purchases and/or release encumbered purchase orders. The SpEd transportation currently has \$423,887 encumbered which results in a negative balance remaining, however, savings in other elements of the SpEd program should offset this category. Circuit breaker reimbursements are projected to be \$200,000 less than expected in FY2017 due to statewide demand on services and limited distributions.

In summary, the third quarter expenditures are in line with budget projections and projected revenue offsets. The identified encumbrance reductions of (\$365,500) within the vocational and utility categories reduce bottom line totals and directly offset

salary/wage projections for year end. As the spending for general supplies slows down and purchases are applied, the encumbrances will be liquidated for final review and budget balances. It is expected that any single line item overage is covered by inter-departmental categories within the general fund appropriation.

Discussion:

Ms. Mustone said that she heard today that the budget was frozen and asked for an explanation. Ms. Patterson said that it is to slow down the general spending. If something is not ordered it will not be approved. This is a routine process. Superintendent Belson said that it is a way to control expenditures at this time of the year. Ms. Kretz asked if there is a supply a teacher needs can they email another school to see if they have it. The Superintendent said if they really need it to make a case for it. On the motion of Mr. Skerry seconded by Ms. Cugno to accept report and place on file:

Vote:

Yes: 7  
No: 0  
Absent: 0

Negotiations and Legal Matters regarding security and kids' corner contracts.

On the motion of Mr. Skerry seconded by Ms. Van der Kloot to table until next meeting place on file:

Vote:

Yes: 7  
No: 0  
Absent: 0

Mr. Skerry asked if we can settle by the end of the school year.

New Business

School Committee Resolution

Be it resolved, that the Medford School Committee express its sincere condolences to the family of Florence Bravos. Mrs. Bravos was the grandmother of Medford High School Headmaster Dr. John Perella.

School Committee Resolution

Be it resolved, that the Medford School Committee express its sincere condolences to the family of Giovanni "Gio" Maggiore. Gio was the son of elementary teacher Maya (Graffeo) Maggiore.

School Committee Resolution

Be it resolved, that the Medford School Committee express its sincere condolences to the family of Fawzi Watchi. Mr. Watchi was the father of foreign language teacher Lina Smith.

School Committee Resolution

Be it resolved, that the Medford School Committee express its sincere condolences to the family of Alice Barry. Mrs. Barry was the mother of our late former Principal Jean Barry Sutherland and retired Medford teacher Mary Ellen Trane.

A moment of silence was held.

Superintendent Belson announced that Vocational Principal/Director Dr. Riccio gave her notice of resignation today. She will be leaving at the end of the school year to pursue an administrative position at Essex Tec. This will enable her to be closer to home and spend much needed time with her family.

Ms. DiBenedetto asked that the PTO report be added to the list of requested reports and would like to know what they are working on and how they are helping the community. Superintendent Belson said that the School Council reports will be discussed on May 10<sup>th</sup> and this information will be in these reports.

Ms. DiBenedetto also requested an update on the requested report list. Superintendent Belson gave a brief update.

On the motion of Ms. Van der Kloot seconded by Ms. Kretz the meeting was adjourned at 8:35 p.m.

Roll Call:

Yea: 7 Cugno, DiBenedetto, Kretz, Mustone, Skerry, Van der Kloot, Burke  
Nay: 0  
Absent: 0

Respectfully submitted:

Paulette Van der Kloot  
Secretary

