

**Leicester Public Schools
School Committee Workshop
September 30, 2019 @ 5:30 P.M.
Leicester High School Media Center
174 Paxton Street, Leicester, MA 01524**

1. Call to Order: 5:30 p.m.

Roll Call:

Stella Richard	Present
Nathan Hagglund	Absent
Tom Lauder	Absent
Scott Francis	Present
Tammy Tebo	Present

Also, in attendance were Marilyn Tencza, Superintendent of Schools
Cady Maynard, Director of Finance and Operations

Pledge of Allegiance

2. Superintendent Goals

The Superintendent reviewed her SY19-20 goals briefly with the School Committee members. She informed the committee that she has two (2) Team goals this year where she will be working closely with the Director of Curriculum and Assessment as well as the Director of Student Services. The Superintendent goals will be moved to the October 8, 2019, meeting for a vote.

3. School Committee Goals

The School Committee members reviewed and discussed some change to their SY19-20 goals. Their revised goals will be moved to the October 8, 2019, meeting for a vote.

4. Warrants

Cady Maynard, the Director of Finance and Operations discussed the warrant and payroll process per the committee members request at their September 10, 2019, meeting.

5. Update on Elementary Phone

Jeffrey Berthiaume, the Director of Technology and Digital Learning provided the committee members with an update of the scope of work and budget for the phones at the Middle School and Elementary School.

6. Fall/Winter Sport Uniform Report

Theodore Zawada provided a uniform replacement schedule to the committee members as requested at their September 10, 2019, meeting. The Athletic Director and the Director of Finance and Operations will meet prior to the end of the fiscal year to discuss the use of any available funds that may be remaining in the Athletic Budget to purchase the next school year's uniforms.

7. Student Services Clerk

Pamela Smith, the Director of Student Services discussed the reasons, needs and an overview of the job description for a clerk in the Student Services Office. She also discussed the Team Chairs responsibilities, job description as well as an overview of the SpEd Process and Procedures Manual she has developed and will be sharing with staff on the October 4, 2019, Professional Development day.

8. Policies

The Committee discussed all policies in Section A of the Leicester School Committee Policy book. After review of each policy not in need of any revision the Committee with update with Reviewed and the date of the review.

The Committee members will move Policy ADDA Background Checks to the October 8, 2019, meeting for a first reading.

9. Public Comment

None

10. Executive Session

M.G.L. Chapter 30 (A) Section 21 (a) (2) to conduct strategy sessions in preparation for negotiations with unions (Leicester Paraprofessionals Association, Education Association of Leicester) and not to reconvene in open session.

11. Adjournment

Motion: Member Scott Francis; Seconded Member Stella Richard; Motion carries unanimous. The meeting adjourned at **6:35 P.M.**

Roll Call

Stella Richard	Present
Nathan Hagglund	Absent
Tom Lauder	Absent
Tammy Tebo	Present
Scott Francis	Present

List of Documents and Material used during this meeting which are on file at the Leicester Public Schools Central Office.

- Superintendent Goals
- School Committee Goals
- Warrants/Payroll Procedures
- Elementary Phones Memo & PO
- Fall/Winter Sports Uniform Report
- Student Services Clerk Info
- Policies
 - Section A