

**Minuteman Regional High School
School Council Minutes
May 17, 2007**

Present: Jim Amara (Co-Chair), Diane Hunter, David Bearg, Jeannie Jenkinson, George Blaszczynski, Dot Keyworth, Henry Damon, Joe Lahiff (Co-Chair), Pat Hansen, A.J. Loprete, Connie Maynard

Student Rep: Chris Hansen

Visitors: Jack Dillon/Assistant Principal, Tom Markham/ Assistant Superintendent, Jane Costello/SEPAC President, Kevin Johnson/Parent

Call to Order: The meeting was called to order by Co-Chairperson Joe Lahiff at 4:43 p.m.

Minutes: A motion was made by Dave Bearg, seconded by Pat Hansen, to accept the minutes of April 4, 2007. Voted unanimously; motion carried.

A motion was made by Dot Keyworth, seconded by A.J. Loprete to accept the minutes April 26, 2007.

Correction: page 1, last paragraph: under # 1 change wording to "because of insufficient Number of staff members to keep up with the sheer volume of special education paperwork". Correction: page 2, Spell out EQA (Equal Quality Assessment). Voted unanimously to accept minutes as revised; motion carried.

Special Education Sub-committee Report and Update

Mr. Damon reported that, although he had provided possible meeting dates, he was unsuccessful in scheduling a follow-up meeting with Mr. Callahan and Ms. Wiggin. He has not been able to obtain much information. The members of the Sped Sub-committee are concerned with the dynamics around the process and would like to move forward in a more constructive manner.

Mr. Damon suggests the following two issues be considered under the special education section of the School Improvement Plan: 1) The Principal be involved, as the educational leader of the school, in consideration of substantive changes of program, curriculum, and instruction. 2) In conjunction with the Principal, meet with faculty to discuss the advantages of all students in providing assignments and progress information on line should these be included in the School Improvement Plan.

Ms. Costello expressed concern regarding due process and the fact that the Principal has not been involved.

Mr. Lahiff shared correspondence between himself and Mr. Callahan regarding the role of the School Council.

Suggestion was made to give a copy of the School Improvement Plan to the Superintendent and to get on the agenda to present the plan to the School Committee in July.

The consensus of the council members is that they do not feel uncomfortable regarding the special education issue, nor do they believe that a few staff members are driving the issue as indicated in the Superintendent's letter to Mr. Amara and Mr. Lahiff dated 5/2/07.

Mr. Damon made a recommendation that the School Council consider doing a survey of school climate in the fall of 2007. Mr. Amara referenced a school climate survey being conducted by one of the teachers with the students. He suggested a staff survey be included.

The council discussed the need for a Sped goal regarding MCAS. Mr. Amara referred to his memo to the Director of Special Education regarding input of the Special Education Department on the development of a school improvement goal for special education for the 2007-08 school year and beyond. He will add a deadline date for a response.

Mr. Lahiff suggested Henry Damon continue to try to pursue a meeting with Mr. Callahan and Ms. Wiggin.

School Lockdown

Mr. Lahiff reported that a third lockdown drill for the school year will be planned for sometime in June. The Crisis Management Team have identified weaknesses and are addressing them. They have reached out to the Lexington Police and Fire Departments and will do so in Lincoln as well. They have provided recommendations to the Superintendent.

Student Handbook

Mr. Dillon reviewed the latest changes with the Council and discussion took place regarding some of the items. He recommended that next year Minuteman utilize its in-house resources within each department at a much lower cost to the school. This topic will be revisited by the School Council next year.

A motion was made by Dave Bearg, seconded by Dot Keyworth, to accept the Student Handbook as presented with the understanding there may be some minor changes in language. Voted unanimously; motion carried.

A motion was made by Diane Hunter, seconded by Connie Maynard, to create the Student Handbook in-house next year. Voted unanimously; motion carried.

School Improvement Plan

On the recommendation of Mr. Markham and Mr. Lahiff, a motion was made by Dave Bearg, seconded by Dot Keyworth, to add three goals to the School Improvement Plan: enrollment/admissions, facilities, and school safety. Voted unanimously; motion carried.

The School Council will vote on the approval of the final draft plan at its next meeting.

A motion was made by Dot Keyworth, seconded by Diane Hunter, to increase the number of School Council meetings to a minimum of six times per year. (page 5 of the School Improvement Plan) Voted unanimously; motion carried.

Academic Program of Studies

Mr. Amara briefly reviewed some changes as made by the English, Math, and Science Departments.

Open – Issues and Questions

Mr. Lahiff referred to the Superintendent's decision not to renew the Principal's contract at the end of June and shared Mr. Amara's memo to the faculty dated May 4, 2007. He made a suggestion that the School Council endorse Jim's continued service as Principal of Minuteman and that the Superintendent reconsider his position of not offering a contract to Mr. Amara.

A motion was made by Dot Keyworth, seconded by Dave Bearg, that Mr. Lahiff send the School Council members via email information regarding the Principal's contract situation (to include Mr. Amara's letter in response) and to make this an agenda item for the June meeting. Voted in favor – 7, Abstentions – 1

(Jim Amara); motion carried.

Next Meeting Date

The date of the next School Council meeting was set for June 6, 2007 at 4:30 p.m.

Adjournment

A motion was made by Dave Bearg, seconded by Jeannie Jenkinson, to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

Donna Denaro
Recorder