

Executive Team Meeting

January 27, 2016

1:00 pm

Superintendents Conference Room

Attendees: Bill Blake, Jack Dillon, Annamaria Schrimpf, Steve Sharek, Carol Cohen, Ed Bouquillon, Michelle Roche, George Clement

Meeting called by: Scheduled Weekly **Type of meeting:** Administration

Facilitator: Edward Bouquillon **Note taker:** Jaculen Maglio

Minutes

Agenda item: Review Minutes of January 20, 2016 Meeting **Presenter:** Kevin Mahoney

Discussion:

Conclusions: Approved

| Action items | Person responsible | Deadline |
|-------------------|--------------------|----------|
| ✓ Post to website | Jaculen Maglio | 2/3/2016 |

Agenda item: FY17 Budget Process Update **Presenter:** Kevin Mahoney

Discussion: No discussion, Kevin didn't attend the meeting

Conclusions:

| Action items | Person responsible | Deadline |
|--------------|--------------------|----------|
| ✓ | | |

Agenda item: Schedule Committee Update **Presenter:** Carol Cohen

Discussion: Concerns around an 8 period day, class time is shortened, but is the best option. Concerns with a 6 period day, doesn't leave room for physical education, student activity time etc. Professional Development must be provided if we go with 80 minute class time. Could add one hour to Tuesdays and Thursdays, contractually teachers are here at that time. Longer school days has not been discussed.

Conclusions: Recommendations, suggested next steps, new schedule working prior to moving into the new building. The Academy Development Team needs to inform the Schedule Committee. Moving to a new schedule will be postponed if no decision is reached next week.

| Action items | Person responsible | Deadline |
|--|--------------------|----------|
| ✓ Statements of Recommendations to Ed | Carol Cohen | 2/1/2016 |
| ✓ Ed will review report and make decision with which schedule to use | Ed Bouquillon | |

Agenda item: Principal's Newsletter **Presenter:** Jack Dillon

Discussion: Should front page Lincoln article be replaced?

Conclusions: Replace Lincoln article with an article regarding State Treasurer Deborah Goldberg's comments about Minuteman. Newsletter needs to be complete prior to February vacation.
Special Town Meeting dates must go in the newsletter.

| Action items | Person responsible | Deadline |
|----------------------|---------------------------|-----------------|
| ✓ Publish newsletter | Jack Dillon | 2/12/2016 |
| ✓ Draft an article | Steve Sharek | 2/1/2016 |

Other Information

- 1) Arlington approved the Regional Agreement at their Special Town Meeting on Monday, January 25th. There are 15 more Special Town Meetings to go.
- 2) Postcards with information regarding what is being voted on at the Special Town Meetings. They should know that there will be no place for these kids to go. Mailing will go to all district towns this week.
- 3) A student was taken out in handcuffs by the Lexington Police Department today, for assaulting another student.
- 4) Seniors are being interviewed for MAVA Outstanding Vocational Technical Student Award.
- 5) Received alarming email from Sudbury School Committee Rep. "The Big Short" bashing Minuteman. We need to respond to this email and inform staff and student body about the statements in this email.

Meeting Adjourned: 1:53 pm

Special notes: