

**Reading Public Schools  
School Committee Meeting Packet**

**March 2, 2023**



Open Session 7:00 p.m.

RMHS Schettini Library



# Town of Reading Meeting Posting with Agenda

## Board - Committee - Commission - Council:

School Committee

Date: 2023-03-02

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Agenda:

Purpose: Open Session

Meeting Called By: Shawn Brandt, Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

## Topics of Discussion:

7:00 p.m.	A.	Call to Order
7:05 p.m.	B.	Public Comment Consent Agenda 1. Minutes (01-26-2023) 2. Minutes (02-16-2023) 3. SNL Athletic Donation for Equipment 4. RMHS Girls Basketball Jersey Donation 5. M. Boyle Weight Equipment Donation 6. Ski Club Ragged Mountain Field Trip Reports 1. Student 2. Assistant Superintendent of Student Services 3. Assistant Superintendent of Learning & Teaching 4. Director of Finance and Operations 5. Superintendent 6. Liaison/Sub-Committee
7:30 p.m.	E.	New Business 1. School Resource Officer Annual Update
8:00 p.m.	G.	Executive Session 1. To conduct strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body (all collective bargaining units)
8:30 p.m.	E.	New Business 2. SY23-24 Kindergarten Enrollment Update 3. Discussion and Potential Vote to Form Subcommittee to Evaluate School Committee Counsel (A)
9:30 p.m.		1. Adjourn

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



## **Town of Reading Meeting Posting with Agenda**

\*\*Times are approximate

Join Zoom Meeting

<https://readingpsma.zoom.us/j/83657021146>

Meeting ID: 836 5702 1146

One tap mobile

+16469313860,,83657021146# US

+13017158592,,83657021146# US (Washington DC)

**Reading Public Schools**  
**School Committee Meeting Packet**

**March 2, 2023**



**Consent Agenda**



# Town of Reading Meeting Minutes

**Board – Committee – Commission – Council:**

## **School Committee**

Date: 2023-01-26

Time: 7:00 PM

Building: Reading Memorial High School

Location: Library

Address: 62 Oakland Road, Reading, MA

**Members Present:** - Shawn Brandt, Carla Nazzaro, Sarah McLaughlin, Charles Robinson, Tom Wise

**Others Present:** Superintendent Dr. Tom Milaschewski, Director of Finance and Operations Susan Bottan.

**Minutes Respectfully submitted by:** Denise P. Santoro on behalf of the chairperson.

- A. **Call to Order** - Mr. Brandt called meeting to order at 7pm and reviewed the agenda for the evening.
- B. **Public Comment** – No public comment.
- C. **Consent Agenda** – Ms. Nazzaro motioned to approve the consent agenda, seconded by Mr. Robinson
  1. Mr. Wise asked about disposal of surplus books – Ms. Bottan responded that the books being disposed of were among the oldest copies and not in good shape. Reading Public Library will be offered the books, and attempts will be made to resell before they are disposed of.
  2. Vote passed 5-0.
- D. **Reports** –
  1. Update from Susan Bottan regarding new health software from Mary Giuliana, District Nursing Director and use of new process using the Blackboard Connect application to notify families of student absences.
  2. Dr. Milaschewski thanked all of our educators and especially K-5 educators working with our new curriculum. He was excited to see leaders, teachers, and students in action with this new curriculum.

Update from RMHS regarding collaboration with Mass Hire Metro North Workforce Board that will provide funding for seniors to participate in paid internships 100 hours @ \$15/hr. Committee members asked questions about the logistics of internships, including timing relative to coursework / exams / graduation.

Susan Bottan was named at the Vice President of the Massachusetts Association of School Business Officials (MASBO), effective July 1, 2023. She will remain full time at RPS. This is a testament to her leadership and skill.

## **E. Liaison Reports/Sub Committees**

1. Mr. Robinson- reports that the January Coalition meeting was cancelled.

2. Ms. Sarah McLaughlin- No report
3. Mr. Wise-No report
4. Ms. Nazzaro- Reported on Barrows visit with Mrs. Gaffen. Reported on Birch Meadow visit with Mr. Robinson and viewing Illustrative Math in action.
5. Mr. Brandt – Committee will be posted for Finance Committee review of the budget on March 1<sup>st</sup>; School Committee meeting will be on March 2<sup>nd</sup>.

#### **F. New Business –**

1. Ms. Franzetti- Presentation of Food Services Program.

Mr. Robinson- commented on “Black Earth” a composting company. RPS is presently using them. Committee members shared excitement over the quality of the program and asked questions.

Dr. Milaschewski- shared appreciation for whole of the food services team and the highlighted the connection of health and academic achievement to nutritious food.

#### **G. Public Comments:**

1. Karen Herrick- Dividence Rd- Speaking with Reading residents regarding the composting. She wanted to express her thanks to RPS for using the composting and wanted to share that they have started a community garden and phase 2 is coming soon, including bee hives.
2. Geoffrey Coram- Ridge Rd.- Asked questions about the amount of artificial sweeteners given focus on reduced sugar, availability of full selection for all lunch shifts, amount of time available for lunch and number of students served.

#### **H. Old Business:**

1. Dr. Milaschewski: Updated committee on progress regarding Superintendent goals 1-4.
2. Mr. Brandt: Highlighted need to develop a solution for extending the principal coaching support for new Assistant Principals
3. Mr. Wise, Ms. Nazzaro & Ms. McLaughlin: Curriculum and scheduling discussion
4. Mr. Wise requested that we place a higher priority on Middle School Math tracks as it has been a long-standing issue and could support students interests in the Engineering & Computer Programming Innovation Pathways and impacts Scheduling as well.
5. Mr. Brandt- Reviewed Formative evaluation procedures regarding Dr. Milaschewski’s review

#### **I. Budget Discussion**

1. Mr. Wise: Provided update on full day kindergarten model and expressed confidence that the proposed changes in 2023-24 are sustainable and allow us to continue progressing towards universal Full Day K.
2. Discussion about creation of stabilization fund for Special Education with members and Ms. Botton.

3. Geoffrey Coram, Reading resident- Question regarding revolving accounts that have held funds for a long time.
4. Ms. Bottan- Developing a plan to spend down funds in a way to support our students for accounts that have rolling balances.

Ms. Nazzaro moved to approve the Superintendent's recommended budget for FY24. Mr. Robinson seconded, passed 5-0 with no further discussion.

Ms. Nazzaro moved to adjourn the meeting at 8:34 pm, Mr. Robinson seconded, passed 5-0.



# Town of Reading Meeting Minutes

## School Committee

Date: 02-09-2023

Time: 7:00 PM

Building: Reading Memorial High School      Location: Library

Address: 62 Oakland Road, Reading, MA

**Members Present:** - Shawn Brandt, Erin Gaffen, Carla Nazzaro, Sarah McLaughlin, Charles Robinson, and Tom Wise.

Others Present: Superintendent Dr. Tom Milaschewski, Finance Director Susan Bottan, Assistant Superintendent of Learning & Teaching Dr. Sarah Hardy, Humanities Curriculum Coordinator Erin Burchill, and Director of School Counseling Lynna Williams.

**Minutes Respectfully submitted by:** Denise P. Santoro on behalf of the chairperson.

**A. Call to Order** – Mr. Brandt called meeting to order at 7pm and reviewed the agenda for the evening.

**B. Public Comment**

No public Comment.

**C. Consent Agenda-**

Ms. Nazzaro motioned to approve consent agenda, seconded by Mr. Wise.

Mr. Brandt asked to strike the minutes due to some transcription errors when the document was converted to PDF. Vote passed 6-0 on the remaining items on the consent agenda. Committee will vote on 1/26/2023 minutes at the next meeting.

1. Minutes (01-26-2023) (stricken from consent agenda)
2. Science Olympiad Tournament Field Trip
3. Robotics Competition Field Trip
4. PSST Improv Advisor Donation
5. PSST Playwriting Advisor Donation
6. Proficiency-Based Outcomes in Languages Other than English Grant

No further discussion on consent agenda.

**D. Reports**

1. Student- No Student Report.



## 2. Assistant Superintendent Learning and Teaching

- Update from Dr. Hardy on the Math night for families at the Elementary Level in collaboration with Wakefield Public Schools.
- Seal of Biliteracy- demonstrated competency of English and one other language. Eleven students earned with this honor and more will test later this year.

## 3. Director of Finance and Operations

- Updates on Killam School Building Project
- All of school spaces have been toured by Ms. Bottan and Facilities to examine how to best use our spaces.

## 4. Superintendent

- Thank you to Facilities team dealing with the cold weather and enabling our schools to open Monday morning after the extreme cold weather.
- Thank you to Lori Miller, who retired from working as the administrative assistant to the Assistant Superintendent of Learning & Teaching. Lori has worked for the district for twenty-four years and will be greatly missed.
- Thank you to the staff members that have met with Dr. Milaschewski to check in. He went to five schools over five days to meet with staff in the district.

## 5. Liaison/Sub-Committee

- Mr. Brandt shared a Select Board update.
  - Fidel Maltez, Town Manager contract has been renewed for three years.
  - Shared updated on grants that have been approved – including two which will improve traffic and pedestrian safety in and around the Birch Meadow complex.
- March 2nd School Committee meeting will include a discussion about evaluating counsel and considering new representation

## **E. New Business**

1. K-8 Literacy Update- Presentation by Erin Burchill, Humanities Curriculum Coordinator

- a. Members asked a number of questions about the implementation of ARC and progress in other areas.
2. RMHS Guidance Department Overview and Update- by Lynna Williams, Director of School Counseling.
    - a. Discussion around presentation occurred including questions about Mrs. Williams' perception of the trends we're seeing in college vs. other options.

Recess started: 9:01 pm

Return from recess 9:07 pm

3. Introduction to Multi-year District Strategic Plan
  - a. Dr. Milaschewski reviewed the plan and discussed the additions that were made.
  - b. Dr. Milaschewski asked for feedback from the committee. School Committee members shared feedback and questions.
4. Discuss and vote to request Town Meeting warrant article to create Special Education OOD Stabilization Fund (A)

Ms. Nazzaro Motioned to approve, Mr. Robinson seconded, Mr. Wise moved to amend the motion and remove "Out of District". Amended motion reads "to recommend to the Select Board and to Town Meeting a warrant article establishing a Special Education Stabilization Fund." Vote passed 6-0.

Public Comment: Geoffrey Coram Ridge Rd. - Commented regarding wording of statement – placeholder text in packet didn't reflect the final language that will be included on the warrant.

4. Review and approve Superintendent Formative Assessment
  - a. Mr. Brandt summarized their positive observations regarding Dr. Milaschewski. Mr. Wise asked that a sentence be added at the end of the evaluation highlighting a focus on math pathways by the end of the year. Mr. Brandt will add that language and share the final version with Dr. Milaschewski.

Ms. Nazzaro motioned to approve as amended, Ms. Gaffen seconded the Superintendent's Formative Assessment for FY 22-23. Vote passed 6-0.

5. Discussion regarding the recommendation of the bylaw change regarding staff needing to have new employee physicals.

- a. Ms. Nazzaro motioned, Ms. Gaffen seconded to recommend to the Select Board and to Town Meeting a warrant article eliminating from the bylaws a requirement for new staff physicals.
- b. Mr. Wise motioned to amend, stating that the wording was adjusting the requirement not eliminating the requirement of physicals for new hires.
- c. Vote as amended passed 6-0.

6. Ms. Nazzaro made the motion to adjourn, Ms. Gaffen seconded. Vote 6-0.

Meeting adjourned at: 10:12 pm

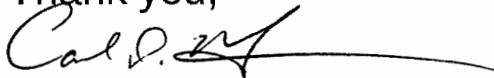
<https://www.youtube.com/watch?v=BoVzoy7udyw&t=2859s>

1/19/2023

Dear Reading Public Schools,

Enclosed please find a check for \$1000.00 from SNL Sports for the Barrows Elementary school. Please use this donation for athletic equipment for the kids.

Thank you,



Carl McFadden

SNL Sports

February 10, 2023

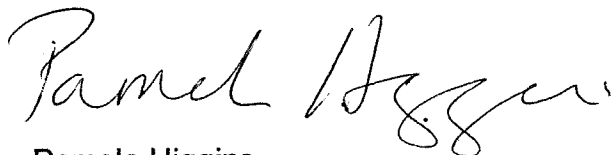
Reading School Committee  
82 Oakland Road  
Reading, MA 01867

To Whom It May Concern:

The RMHS Basketball Support Team would like to donate 20 pink basketball jerseys to the RMHS girls basketball program to be worn at our annual cancer awareness game. The jerseys are pink with regulation logos and numbers. The cost of the jerseys is approximately \$500, to be purchased through Tricon Ink.

Please confirm approval for this gift of cancer awareness jerseys to the RMHS girls basketball program. Tom Zaya, athletic director, is aware of this pending gift.

Sincerely,

A handwritten signature in cursive script that reads "Pamela Higgins".

Pamela Higgins  
RMHS Basketball Support Team  
[pmpiretti@yahoo.com](mailto:pmpiretti@yahoo.com)  
781-266-6374

Date: 1/10/23

To: Thomas Milaschewski, Superintendent of Schools, and the Reading School Committee

From: Michael Boyle

Re: Donation

Please accept the donation of 10 sets of dumbbells and 3 Hexagonal bars for Reading Memorial High School on behalf of Michael Boyle. This donation will be used to support various athletic teams.

Thank you

Michael Boyle

# Reading Public Schools



## Field Trip Approval Form Overnight/Out of State/International

Trip Coordinator: **Daniella Speziale**

School: **RMHS** Grade(s) Attending: **9-12**

Destination: **Ragged Mountain Danbury, NH**

Type of Trip:  Overnight  Out of State  International

Educational Purpose of Trip:

**Trip for a club. Will help students build sense of belonging with other students and teachers who share interest in ski sports.**

Name of Educational Travel Organization conducting the trip (\*Please attach the three quotes for the Travel Organizations considered): **N/A**

Date(s) of Trip: **3/12/2023**

Time of Departure: **7AM** Time of Return: **6PM**

Cost of Trip: **Approximately \$100 per student** Will there be fundraising? **Yes**

If yes, please attach a fundraising plan.

**Club leaders will reach out to local vendors for sponsorship.**

No. of Students Attending: **approximately 40** No. of Teachers: **3**

No. of Nurses (licensed to practice in this state/country) **0** No. of other Adults: **0**

Have all adults had the necessary CORI and/or SAFIS Criminal Background Checks

**Yes**

Transportation Required (Circle): **Bus** / Train / Boat / Plane / Private Car / Other

Name of Company(ies) Providing Transportation: **MBT World Wide Transportation**

If this is an overnight trip, is the bus driver getting sufficient rest in accordance with federal regulations and common sense? **N/A**

Departure Information (location and carrier): **RMHS parking lot/MBT bus**

Return Trip Information (location and carrier): **RMHS parking lot/MBT bus**

Food and Lodging (if applicable) will be provided by (\*Please include if the Educational Travel Company is requiring security on each floor of the lodging):

**Students will be responsible for bringing food or money to purchase food at lodge.**

Will there be students participating in the trips who have food allergies? **Do not know at this time. Will consult with the school nurse for students with allergies. For previous trips the student was advised to bring an epipen and given ahead of time the food offerings at the ski resort so they can plan accordingly.**

Yes: \_\_\_\_ No: \_\_\_\_

If so, I have verified that the food vendor(s) will be able to accommodate all of our students with food allergies or have otherwise made arrangements to ensure that students with food allergies have safe food options. Yes: \_\_\_\_ No: \_\_\_\_

Address and Phone No. of Lodging (if applicable):No lodging

Has the school determined that the facility has adequate insurance consistent with the level of risk involved (e.g. sedentary trip as opposed to outdoor, physically active trip)?

Yes  No  N/A

If yes, attach a copy of the policy. (\*The venue will want a Certification of Insurance from RPS, which the advisor needs to request through the Town, attn Jayne Wellman.)

If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water.  Yes  No  N/A

Please describe below the educational alternative for those students who will not be attending the trip.

**N/A this is for a club**

Please describe the accommodations/transportation plan to assure student(s) with disabilities or individuals needing accommodations attending the trip to have equal access to the experience?

**No students need accommodations at this time. The trip is open to all RMHS students interested in skiing/snowboarding**

Please describe the medical needs of the students attending the trip and the plan to assure students with medical needs have equal access to the experience?

**Not at this time. Will consult with school nurse if students with medical needs sign up for the trip**

Do any students require the administration of prescription medication during the trip?

**Not at this time. Will consult with school nurse if students that require administration of prescription medication during the trip.**



If so, what is the plan for the administration of prescription medication (see 105 CMR 210.00)? **Students will be responsible for administering their own medication.**

If you are in a location that does not have cell service, what is the plan for contacting emergency services?

**Cell service and phone service is available at the location.**

Please describe the process that will be used to determine student eligibility for the trip.  
**Students sign up on a first come first serve basis.**

Please attach the following to this document:

- a. A detailed itinerary of the trip
- b. Signed state ethics financial disclosure forms from all teachers whose field trip cost will be covered. This is for any field trip where the cost per person is over \$50.

To access the forms, go to

<https://www.mass.gov/service-details/public-school-teacher-fags-on-the-conflict-of-interest-law> and complete Form 11d, *Disclosure of Travel Expenses for Non-Elected/Appointed Employee required by 930 CMR 5.08(2)(d)1*.

- c. A copy of any contract associated with the field trip.

No finalized contract at this time

- d. A list of all adults who will be chaperoning the field trip.

Daniella Speziale

Kevin Tracey

Trey Skehan

*The Following Section is for Out of Country Field Trips Only*

Are there any current travel warnings or advisories issued by the State Department?

Please go to [www.cdc.gov](http://www.cdc.gov) or [www.travel.state.gov](http://www.travel.state.gov) .

Yes     No

If yes, please explain: \_\_\_\_\_

Does each student and staff member have the appropriate documentation necessary for travel to the country/countries being visited and for return to the United States?

Yes     No

Copies of all students' passports shall be maintained by the Trip Coordinator.

*At least one staff member accompanying the students must have a phone number with international service.*

Name of Staff Member: N/A

Telephone Number: N/A

a. A detailed itinerary of the trip

**7AM: Meet in the teachers parking lot and board the bus**

**7:30AM: Leave from the high school**

**9:30AM: Arrive at the mountain and pick up ski passes and rentals**

**3:30PM: Meet back at the bus**

**4PM: Leave the mountain**

**6PM: Arrive back at the high school**

b. Signed state ethics financial disclosure forms from all teachers whose field trip cost will be covered. This is for any field trip where the cost per person is over \$50.

To access the forms, go to

<https://www.mass.gov/service-details/public-school-teacher-faqs-on-the-conflict-of-interest-law>  
and complete Form 11d, *Disclosure of Travel Expenses for Non-Elected/Appointed Employee required by 930 CMR 5.08(2)(d)1*.

c. A copy of any contract associated with the field trip.

**None at this time.**

d. A list of all adults who will be chaperoning the field trip.

**Daniella Speziale**

**Trey Skehan**

**Kevin Tracey**

=====

**To be completed by Reading Public School Administration:**

I certify that all requirements of the Reading Public Schools Field Trip Policy have been fulfilled.

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
*Principal (For All Field Trips)*

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
*School Nurse (For All Field Trips)*

APPROVED Jon Styr DATE 2-27-23  
*Assistant Superintendent of Schools for Student Services*

APPROVED Sam W DATE 2-23-23  
*Assistant Superintendent of Schools for Teaching & Learning*

APPROVED Mary Guisard DATE 2/16/23  
*Director of Health Services*

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
*Superintendent of Schools (For All Extended, Overnight, Out of State, & International Field Trips)*

=====

School Committee Approval Date *(For Overnight, Out of State, and International Field Trips)* \_\_\_\_\_

**Reading Public Schools  
School Committee Meeting Packet**

**March 2, 2023**



**New Business**

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*



82 Oakland Road  
Reading, MA 01867  
Phone: 781-944-5800  
Fax: 781-942-9149

TO: Reading School Committee  
FROM: Brian Lewis and Matt Vatcher, School Resource Officers  
DATE: March 2, 2023  
RE: School Resource Officer Annual Update

Dear School Committee,

During Thursday's School Committee meeting we will be presenting an overview of our work in the schools this year, which includes some of the updates below.

We look forward to the conversation.

- Maintained excellent partnership between the Reading Schools and Reading Police.
- Officer Vatcher and Officer Lewis received State recertification as SROs.
- Officer Vatcher and Officer Lewis continue to work as members of the Reading Police Crisis Intervention Team (CIT)
- SRO Lewis and SRO Vatcher received training and certification on from the National Association of School Resource Officers on adolescent mental health.
- Both SROs have received training on Comprehensive School Treat Assessment Guidelines (CSTAG) and will be a part of newly formed district and school based CSTAG teams.
- Continued to work closely with the Reading Coalition for Prevention and Support to provide resources to students and families in need.
- The SROs continue to be a part of the District Crisis Team and RMHS Core Crisis Team to update school safety protocols and policies.
- Worked with the Reading Police Civil Rights Officer and the Director of the Office of Equity and Social Justice to address any hate-based incidents.
- Several members of RPD including SROS attended training from FBI Boston on responding to recent hoax or "swatting" calls at area schools.
- We will be working with the Reading Coalition for Prevention and Support to teach choose to refuse (opiate prevention) in RMHS health classes this spring.
- Officer Vatcher will be presenting on internet accountability to 5<sup>th</sup> grade students this spring.
- Officer Vatcher and Officer Lewis will present internet safety with the US Attorney's Office in the Middle Schools this spring. Officer Vatcher will also be teaching a similar class for outgoing 5<sup>th</sup> grade students.
- The SROs will join other members of the Reading Police in the upcoming months to serve elementary school lunches.
- The SROs have rolled out the Comfort Dog program. Rusty and Cooper have successfully melted the hearts of all who have met them. Rusty and Cooper continue to be trained and are working hard to achieve their Therapy Dog titles.

Respectfully,

School Resource Officer Brian Lewis  
School Resource Officer Matt Vatcher

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*



82 Oakland Road  
Reading, MA 01867  
Phone: 781-944-5800  
Fax: 781-942-9149

To: Reading School Committee  
From: Susan Bottan, Director of Finance and Operations  
Date: March 2, 2023  
Re: FY24 Kindergarten Registration Update

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As of February 27, 2023, Reading Public Schools has received 262 registrations for enrollment in the Kindergarten program for the 2023-2024 school year. Of this total, 5 families requested enrollment in the half day kindergarten program. Projected Kindergarten enrollment for the 2023-2024 school year totaled 276 students. Over the last five years, an average of 88% of enrollment was received during the first 3 months of the registration period. The census data for rising Kindergarten age students, those born between 9/1/2017 and 8/31/2018, totaled 284 students.

The timeline for Kindergarten registration is outlined below:

- December 5, 2022 - Mail parent/guardian letters and post info to website
- January 3, 2023 - Post registration documents
- January 4, 2023 - Virtual Kindergarten Information Session
- January 31, 2023 - Kindergarten Registration Parents/Guardians bring in their completed registration packet
- By March 15, 2023 - Principals reach out to enrolled students to share transition activities
- Spring 2023 -Building-based transition activities

On the page to follow, please find projected kindergarten class sizes by school for the 262 registrations received to date:

**Reading Public Schools Kindergarten Enrollment**  
**Actual Class Sizes 2022-2023**  
**Projected Class Sizes 2023-2024**  
**Registered Class Sizes 2023-2024**

Actual Class Size, 2022-2023		Projected Class Size, 2023-2024		Registered Class Size, 2023-2024 as of March 1		Comments
Barrows	Grade K	Barrows	Grade K	Barrows	Grade K	
FDK	17	FDK	19	FDK	17	
FDK	18	FDK	19	FDK	18	
FDK	18	FDK	20	FDK	18	
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3	
<b>Total</b>	<b>53</b>	<b>Total</b>	<b>58</b>	<b>Total</b>	<b>53</b>	
Birch Meadow	Grade K	Birch Meadow	Grade K	Birch Meadow	Grade K	
FDK	19	FDK	20	FDK	15	
FDK	20	FDK	20	FDK	16	
FDK	19	FDK	21	FDK	16	
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3	
<b>Total</b>	<b>58</b>	<b>Total</b>	<b>61</b>	<b>Total</b>	<b>47</b>	
Joshua Eaton	Grade K	Joshua Eaton	Grade K	Joshua Eaton	Grade K	
FDK	20	FDK	21	FDK	17	
FDK	21	FDK	21	FDK	17	
FDK	21	FDK	21	FDK	18	
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3	
<b>Total</b>	<b>62</b>	<b>Total</b>	<b>63</b>	<b>Total</b>	<b>52</b>	2 Requests for HDK
Killam	Grade K	Killam	Grade K	Killam	Grade K	
HDK	11	HDK	11	FDK	16	
FDK	17	FDK	18	FDK	17	
FDK	17	FDK	18	FDK	17	
FDK	17	FDK	19	FDK	17	
<i># Sections</i>	4	<i># Sections</i>	4	<i># Sections</i>	4	
<b>Total</b>	<b>62</b>	<b>Total</b>	<b>66</b>	<b>Total</b>	<b>67</b>	3 Requests for HDK
Wood End	Grade K	Wood End	Grade K	Wood End	Grade K	
FDK	17	FDK	14	FDK	21	
FDK	17	FDK	14	FDK	22	
<i># Sections</i>	2	<i># Sections</i>	2	<i># Sections</i>	2	
<b>Total</b>	<b>34</b>	<b>Total</b>	<b>28</b>	<b>Total</b>	<b>43</b>	
TOTAL	Grade K	TOTAL	Grade K	TOTAL	Grade K	
<b>Total Sections</b>	<b>15</b>	<b>Total Sections</b>	<b>15</b>	<b>Total Sections</b>	<b>15</b>	
<b>Total Students</b>	<b>269</b>	<b>Total Students</b>	<b>276</b>	<b>Total Students</b>	<b>262</b>	



Administrative Offices  
82 Oakland Road  
Reading, MA 01867  
781 944-5800

## READING SCHOOL COMMITTEE

Shawn Brandt Chair  
Carla Nazzaro Vice-Chair

Erin Gaffen  
Sarah McLaughlin  
Charles Robinson  
Thomas Wise

Thomas Milaschewski, Ed.D.  
Superintendent of Schools

TO: Reading School Committee  
FROM: Shawn Brandt, Reading School Committee Chair  
DATE: February 27, 2023  
TOPIC: Counsel Recommendation Subcommittee

All,

At our meeting on March 2<sup>nd</sup> we will follow up on a desire expressed by some members during our budget deliberations, and explore reevaluating our relationship with counsel.

If we choose to consider new counsel for either or both positions, I have been advised that the preferred approach is for the Committee to vote to create a subcommittee tasked with working with Dr. Milaschewski, Ms. Botton, Dr. Stys and others on the administration team to solicit proposals, evaluate candidates, and prepare a recommendation for the full Committee to consider.

Should there be a desire to go down this path, I expect there will be several elements of the conversation as well as a vote:

- Determine whether a subcommittee would be tasked with considering candidates for Labor counsel, Special Education counsel, or both
- Review / vote on the proposed subcommittee creation including the draft charge contained in this memo
- Solicit interest from Committee members so that I can make subcommittee appointments (2 or 3 individuals)
- Have a forward-looking discussion for all members to provide input on what they would like the subcommittee to look for in prospective candidates

### **DRAFT CHARGE:**

#### Counsel Recommendation Subcommittee

In partnership with Dr. Milaschewski, Dr. Stys and / or any other staff members that may be involved:

- Hold public meetings (as many as may be necessary) to conduct the subcommittee's business
- Prepare a timeline for soliciting interest from qualified attorneys, evaluating candidates and developing a short list
- Develop list of qualifications / requirements and a rubric for evaluating candidates
- Conduct interviews with preferred candidates
- Vote to recommend one or more candidates for consideration by the full Committee



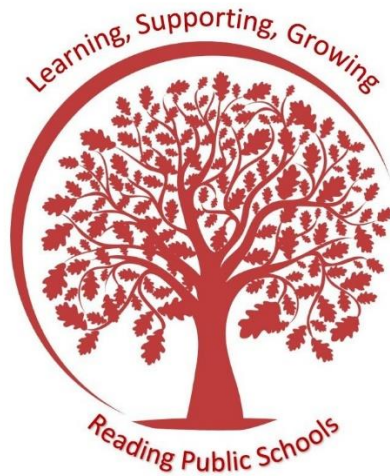
- Coordinate with School Committee Chair to conduct full committee interviews (if applicable) or hold a full committee vote on recommended candidate

This subcommittee will sunset when the work of the subcommittee is completed, or upon a vote of the full Committee, whichever should come first. Ideally, the subcommittee would complete its work and prepare its recommendation no later than the end of May.

If you have any questions about the formulation of a subcommittee, please reference policy BDE.

# Reading Public Schools School Committee Meeting Packet

**March 2, 2023**



**Calendar**

## Reading School Committee – Remaining SY22-23 Meetings

**Note: All Regular SC Meetings will be held at the RMHS Library at 7 PM unless otherwise noted**

### February

February 9<sup>th</sup> – Regular SC Meeting

### March

March 1<sup>st</sup> – Posted for Finance Committee review of School Committee's Recommended Budget

March 2<sup>nd</sup> – Regular SC Meeting

March 16<sup>th</sup> – Regular SC Meeting

March 30<sup>th</sup> – Regular SC Meeting

### April

April 6<sup>th</sup> – Regular SC Meeting

April 24<sup>th</sup> – Town Meeting Night 1

April 27<sup>th</sup> – Town Meeting Night 2

### May

May 1<sup>st</sup> – Town Meeting Night 3

May 4<sup>th</sup> – Town Meeting Night 4

May 8<sup>th</sup> – Regular SC Meeting (Monday night)

May 25<sup>th</sup> – Regular SC Meeting

### June

June 2<sup>nd</sup> – RMHS Graduation

June 8<sup>th</sup> – Regular SC Meeting

June 22<sup>nd</sup> – Regular SC Meeting