

EASTON PUBLIC SCHOOLS

EASTON, MA

Easton School Planning Committee Meeting Minutes

October 18, 2017

Minutes of School Planning Meeting, October 18, 2017, Richardson Olmsted School, Professional Development Room, 101 Lothrop Street, convened at 6:00 PM. Present: Dr. Lisha Cabral, David Twombly, Dave Field, Ann Weintrob, Ben Hampton, Thomas Brussard, Caroline O’Neill, Connor Read, Jane Martin, Ken Carlson, Rebecca Tellyer, and Carly Hudson.

- I. Meeting was called to order at 6:00 PM
- II. Minutes from September 20, 2017 were approved on a motion by Caroline O’Neill with a second by Ken Carlson.
- III. Status of MSBA Submittals
 - Dr. Cabral received notice from the MSBA on October 13, 2017, regarding the study enrollments for the Project. It should be noted that the MSBA does not include Pre-K numbers in their study. Based on their analysis, which includes a baseline enrollment forecast, the historical enrollment trends, and various adjustments, the MSBA acknowledged the following recommendations submitted by EPS:
 - i. One of three schools serving grade K – 2 enrollment 235 students
 - ii. District-wide grade K-2 enrollment 760 students
 - iii. District-wide kindergarten plus 50% of grade 1-2 enrollment 500 students
 - iv. District-wide grade 1-2 enrollment 515
 - The School Planning Committee approved the Study Enrollment Certification with the updated information of the two design options and two site options previously voted on by the Committee.
 - Connor Read will coordinate signatures for the Town side and Lisha Cabral will coordinate signatures on the School side of the agreement once a final draft is received from MSBA.
 - All necessary documents and submissions which are due to the MSBA during the eligibility phase have been submitted. The final step is for Town Meeting to approve the feasibility study.
- IV. Town Meeting Presentation
 - The School Planning Committee reviewed the presentation for Town Meeting. Ben Hampton will update the presentation based on the feedback in the meeting.
 - Ben Hampton presented the project to the BOS on October 16, 2017. The BOS voted unanimously to recommend this warrant article at Town Meeting.
 - Ben Hampton will present this project to Finance Committee and Captial Budget Committee in their upcoming meetings.
 - The committee reviewed and commented on two communication documents for the project. The first, a “bullet point” document, highlights the information related the Warrant Article at Town Meeting. The second, a FAQ, outlines more detailed

information on the MSBA, the project, and the process. Jane Martin will update these documents based on feedback from the committee. Rebecca Tellyer will create an infographic based on our bullet points and will share on various Facebook sites.

- School Planning Committee agreed that the bullet point document can be used and shared to promote attendance at TM on November 13, 2017. Committee members will begin reaching out to various organizations (Mom's club, PAC's, FEEE, etc.) in the Town to achieve this goal.

V. Other Items

- Dr. Cabral held a one-hour meeting with staff to share the two site and two design options that have been submitted to the MSBA. Dr. Cabral discussed the importance of small learning communities and the need to ensure that we include staff input throughout the feasibility and schematic design phase of this project.
- The next meeting of the MSBA board is December 13, 2017. The MSBA will determine our status regarding next phase of the project at this meeting (assuming approval of the feasibility study at Town Meeting).

VI. Meeting was adjourned at 7:25 PM on a motion by Caroline O'Neill with a second by Ben Hampton.

Respectfully Submitted,

Jane Martin

Chair, School Planning Committee