

Mission

The Ipswich school community is committed to developing in all students the knowledge, skills, and attitudes needed to succeed and excel throughout life.

IPSWICH SCHOOL COMMITTEE MEETING
THURSDAY, OCTOBER 18, 2018
7:00 PM
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM

MINUTES

I. OPEN SESSION

CALL TO ORDER

Mr. Whitten called the meeting to order at 7:07 PM with the following members present: Mr. Nylén, Ms. Zito, Mr. Hopping and Ms. Kneeder. Also present was Joanne Cuff, Director of Finance and Operations and Superintendent of Schools, Dr. Brian Blake. Dr. O'Flynn joined the meeting at 7:11 PM and Ms. Player joined the meeting during the School Improvement Plan discussion.

READING OF DISTRICT MISSION STATEMENT

Stuart Geller, High School Student Representative, read the Mission Statement

ANNOUNCEMENTS

- The next School Committee meeting will be held on Thursday, November 1, 2018 at 7:00pm in the MS/HS ensemble room.
- There will be a Policy Subcommittee meeting on Wednesday, October 24th at 7:00pm in the MS/HS guidance conference room.

From the Middle School:

- The Middle School Play, "The Lion, The Witch and The Wardrobe" will take place Friday - Sunday, Oct. 26-28.
- The first dance of the year will occur this Friday, October 19th (7th and 8th grade only)
- Next week is Spirit Week

CITIZENS' COMMENTS

None.

SPECIAL ACKNOWLEDGEMENTS

None.

HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

Stuart Geller, High School Student Representative

Stuart reported the students at the high school have had a good few weeks. He reported:

- 14 exchange students from France would be arriving tomorrow, 10/19
 - This was the third year the students have come
 - The experience is enriching for students and teachers
- Several fundraisers are taking place
 - A soccer ball donation
 - Play for a Cure soccer game for breast cancer awareness
 - Comedian hypnotist show to support IMADA
- The Club Fair was held on Wednesday during R block
- Fall sports continue to have a good season
 - Most sports have had/are having their senior nights
- There was a Poetry Slam held in the HS media center
- Students are preparing for Spirit Week and Homecoming

A. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Dr. Brian Blake, Superintendent

Dr. Blake deferred his report until later in the evening to allow for the outside presenters to go before him. After the School Improvement Plan presentations, Dr. Blake reported:

- He met with his Superintendent Induction Program coach
- Reviewed non-union employee benefits with Payroll to begin to consolidate
- PD Day was a huge success and getting a lot of positive feedback
 - Dan Ryder was the keynote speaker who authored the book that staff were using this year
 - The day was in a conference format which allowed for staff to choose workshops that interested them or use the time to work with their own groups
- He met with the Tech Director to discuss security
 - Cameras in the building, storage for the video
- He attended the Tri- Board meeting
- He received an update from the athletics department
- Attended a budget subcommittee meeting
- Held several interviews
- Has continued his meetings with the Town Manager
- He participated in both clerical and custodial negotiations
- He attended the ribbon cutting ceremony at the YMCA
- He held a leadership team meeting
 - Focused on educator evaluation observation/calibration
- He participated in two Rotary meetings
 - One regular meeting
 - One service project
- He attended Special Town Meeting

II. SCHOOL COMMITTEE PRESENTATIONS

B. FIELD TRIP REQUEST: 8TH GRADE TO WASHINGTON, D.C.

Martin Binette, Middle School Teacher

Kevin Murphy, Middle School Teacher

Kevin Murphy and Martin Binette presented their field trip request for the 8th grade to go to Washington, D.C. The trip will be offered to all students in the 8th grade and will take place from Tuesday, June 4- Friday, June 7, 2018. Students and chaperones will take coach buses, leaving from the Middle School. The trip has been organized through Capital Tours, INC. Transportation costs and scholarships for the trip will be provided through a Payne Grant.

Dr. O'Flynn moved to support the trip, seconded by Ms. Kneedler. UNANIMOUS.

C. SCHOOL IMPROVEMENT PLANS- ELEMENTARY SCHOOLS

Sheila Halloran, Principal, Paul F. Doyon Memorial School

Sheila McAdams, Principal, Winthrop School

Sheila Halloran, Doyon principal, first gave an overview of the 2016-2018 School Improvement plans where she highlighted the goals, accomplishments and next steps:

Goals 2016-2018

1. Communication - Finding new mediums

Find other mediums to share information that will allow us to expand our school culture experience beyond the school community.

Accomplishments:

- *Doyon has started a new "Principal's Corner" in the weekly Doyon News.*
- *FRIES has new elected officials and has done an outstanding job updating the FRIES website as well as monthly updates in the Doyon News.*
- *Many teachers are using Twitter to share school activities.*
- *Principal Blog is being maintained to keep the Doyon Community updated. The Principal also uses her Twitter account to share school activities.*
- *The annual Rotary Luncheon was held in May with our Early Act students participating in the meeting. Rotary members attend the Early Act monthly meetings and the Spring Movie Night fundraiser which was held in May.*
- *Superintendent Brian Blake came to our Doyon School Council meeting in the fall.*
- *Superintendent Brian Blake came to our Doyon School FRIES meeting early this winter.*
- *Paul F. Doyon School website of photos of events, the Doyon calendar, and FRIES information are consistently updated.*

Suggested Next Steps:

- *FRIES continues to be a positive organization fostering communication with the Doyon community as well as the Ipswich community.*
- *The Doyon website will continue to be a place where students and parents can find event photos, the calendar, FRIES information and Twitter feeds.*

2. Social Emotional Learning

Doyon community awareness of the importance of our social emotional learning curriculum, “Community Building K-5”. A focus continues to be what best practices for recess and unstructured play will benefit our students.

Accomplishments:

- All students K-5 participate in Community Building.
- Empathy PLC has done a great job helping staff and students think about differences we may have. Some activities and events are
 - Mix it Up Lunch Day
 - One Word
 - Kindness Calendar
 - Global Book Bins
 - Global Read Aloud
- Miranda Paul, author of *One Plastic Bag* came to Doyon. Students learned a great deal and enjoyed the day.
- Grade One - Weekly - Morning Unstructured play time prior to school.
- FRIES has purchased four large toy chests to keep on the playground.

Grade levels have put recess supplies in the boxes (balls, jump ropes, bubbles, sidewalk chalk, etc.). FRIES has also assisted in the funding for most of these items.

Suggested Next Steps:

- Teachers will participate in Responsive Classroom training on June 26th.
- We will continue to explore The Service Dog Project at Doyon School. We currently have one service dog named Winnie in Ms. Bistany-Hill’s Kindergarten class.
- Participation in the SOAR Grant with our Winthrop colleagues.

3. New Building Project - Communication

Share New Building Project information in real time through various mediums in order to keep the community updated and informed.

Accomplishments:

- Doyon and Winthrop teachers had a joint faculty meeting with Dr. Blake and Bob Bell (architect for the project) to review the new plans. Staff worked in groups and offered feedback.
- New School Building Project has a new website: www.ipswichsbc.org.
- School Building Project has weekly meetings and updates the website.
- Architects and School Building Project committee met with focus groups throughout the school year.

No Next Steps at this time:

- At Town Meeting, the New Building Project failed to receive the votes needed to move forward.

4. Academics: Engineering/ Creativity/ SHOM/ STEAM

Write and implement lessons surrounding the creative process of engineering, literacy, and design challenges into our classrooms.

Accomplishments:

- Each grade level reviewed the new Massachusetts Science Standards and wrote curriculum to ensure all science units were aligned with the new standards.
- Doyon and Winthrop teachers shared their Science curriculum work with the Elementary Compass Committee and we met across buildings in the spring. This was the final step in a four year process developed by our teachers.
- Guided Reading PLC met throughout the year after being part of the Blue Skies Summer work for most Doyon educators.
- Continued to implement Novel Engineering units and Design Challenges units across curriculum areas along with incorporating the SHOM.

- STEAM - All grade levels utilized the STEAM Studio throughout the year.
- Fabric Engineering project - Art teacher, Linda Blum, and Kindergarten teacher, DeeDee Bates, will be presenting their work at the ISTE in June.
- After returning from NCTM, Maureen O'Connell wrote a Mini-Grant in order to have Christopher Danielson, PhD., author of Which One Doesn't Belong + How Many? Come to Ipswich in the upcoming school year.

Suggested Next Steps:

- Teachers will begin the process of reviewing and aligning our current elementary Social Studies curriculum with new Social Studies Standards.
- Utilize Christopher Danielson's visit as a professional development opportunity for all elementary educators to learn and grow.

Ms. Halloran than spoke to the current School Improvement Plan for Doyon for 2018-2020. Those goals included:

1. Academics: Social Studies, Math & Reading

- Teachers will begin the process of reviewing and aligning our current elementary Social Studies curriculum with new Social Studies Standards.
- Utilize Christopher Danielson's visit as a professional development opportunity for all elementary educators to learn and grow.
- Using data to inform instruction

2. Communication:

- School Council will participate in the following two Communication goals:
- Early Childhood Outreach
- Safety & Caring
- FRIES will continue to be a positive organization fostering communication with the Doyon community as well as the Ipswich community.

3. Social Emotional Learning and Connecting with the Global Community:

Responsive Classroom & more

- Responsive Classroom - Morning meeting implementation K-5
- Utilization of resources and formation of a PLC
- Yearly Global Read Aloud
- Visual Reality Google Expeditions
- Mix-Up Day

Questions/comments from the School Committee included:

Mr. Hopping- When are we maxed out? When is the time that we make the decision to move on? The challenge is always around academics? When is enough, enough? For example, when do we move on from STEAM? Not that it is going away, but how do we move on from it as a goal and identify something else as a new goal?

Sheila- I agree. There is a question of how do we move on. There is a shift in education and we need to rethink about how we are teaching.

Mr. Hopping- Looking ahead, what was the thinking behind the decision to focus on social studies, reading and math going forward?

Sheila- Social studies because of the new standards. Math because it is ever-changing. Reading is also ever-changing.

Mr. Hopping- How would you access where literacy is concerned at Doyon?

Sheila-I believe that our work with guided reading is something I am really proud of. The reading and writing workshops are strong.

Ms. Zito- How are these goals conveyed to the faculty on a daily basis?

Sheila- We create these goals as an entire faculty. Teachers are invested. We know that we are meeting these goals through team meetings, observing, etc.

Dr. O'Flynn moved to accept the Doyon School Improvement Plans as presented, seconded by Mr. Hopping. UNANIMOUS.

Sheila McAdams, Winthrop School principal, presented her School Improvement Plans. First she received her 2016-2018 goals and then introduced her 2018-2020 School Improvement Plans:

Goals for 2016-2018

Goal 1 Use the district-established Learning Cycles to evaluate instructional effectiveness through analysis of student work, particularly with regard to new project- based STEAM units.

Rationale: One component of the district's curriculum development is a critique of instructional design effectiveness. Combined with our prior goals on data analysis, this critical examination, through the work of students, will foster continuous improvement in our instructional practices.

Measurement: Recorded units that have undergone the established Learning Cycles process. Team-based discussions and refinement of grade level STEAM units, with focus on robust, transdisciplinary connections.

Assessment: The 2017/2018 school year marked the intended culmination of the Massachusetts Science and Technology roll out plan, developed by district elementary teachers four years ago. With new state science assessments upon us, this year served as a moment of reflection, critically examining the science and technology curriculum development and alignment that had occurred to date. With a goal to finalize any remaining units required, align for instructional efficiency and evaluate the impact on student learning, teams met to create, refine, and hone instructional units.

Members of the district Compass Team led a close examination of existing units. Gaps found in instructional standards were addressed by our grade level teams. Each grade level team was afforded the opportunity for discussion, training, and feedback from their peers as well as our Science and Literacy consultants, Jeff Winokur, professor at Wheelock College and Martha Heller-Winokur, literacy coach. As a follow up to the prior year's collaboration and training, this partnership served to push our teams to heighten the degree of inquiry, critical thinking, and exploration found in daily science and technology instruction. The outcomes of our efforts are existing units, creation/identification of common grade level assessments, and a sequence of instruction that closely mirrors the state standards. In the years ahead, we will continue to critique science units through the lens of effective student progress, transdisciplinary applications and understandings, and measured student interest and success in science-related explorations.

Goal 2 Identify and expand opportunities for students to explain their thinking (math; response to text)

Rationale: Analysis of school-wide student writing data, including state testing results, indicates that, while persistence and fluidity of writing has dramatically increased over the past five years, student responses to prescribed questions are often underdeveloped. The ability to thoroughly explain one's thinking or support reasoning using text references are two identified areas of need.

Measurement: Development of assignments, activities and assessments, embedded within units of study, which require on-demand writing to explain one's thinking.

Analysis of student performance on assessments using rubrics and/or scoring guides which indicate proficiency.

*Assessment: Throughout Year One, assignments and activities that required on-demand explanations of one's thinking were introduced in grade levels pre K through grade 5. Many of these activities were researched, developed and implemented by a professional learning community focused on mathematical thinking. This PLC experimented with refined instructional practices in Math Workshop such as adding an emphasis on math talks and math journal writing all in an effort to require students to explain mathematical reasoning. Thinking Routines, explored at a district-wide level, were also incorporated into mathematics instruction. Together with their district peers, this PLC developed a Resource Bank of lessons, highlighting critical thinking, mathematical reasoning and communication. It is worth noting that student work from classrooms of Ipswich professionals was cited as examples in a recently- published book entitled *Why Write in Math Class?**

While powerful and proven to strengthen powerful attitudes about mathematics among students, adjustments in the format of Math Workshop have been piloted in only a handful of classrooms. We will, as a teaching staff, seek to articulate the critical attributes of math instruction. Additionally, we will closely monitor student achievement in search for evidence of impact.

As a school, grade levels also expanded their use of exemplars to measure student growth with regard to problem solving, reasoning and proof, communication and representation. Teams analyzed student work against a scoring rubric each trimester. The use of these exemplars and our attempts to measure progress has led to instructional use of open-ended problems as well as clear demonstration of proficiency. A closer look at our instructional practices, use of exemplars and measurements of success can be seen in our goals for the next two years.

Goal 3 Broaden and enhance communication between and among parents, staff and the community, while strengthening and expanding interactions with each other.

Rationale: Last year, one focus of the Council was to expand offerings for families and parents that helped extend educational conversations, strengthen our connections to each other and our greater learning community, and broaden learning beyond the school walls and day.

Measurement: The number and variety of offerings

Attendance at advertised events, shared newsletters and readings

Assessment: During the 2017/2018 school year, family activities offered after-school were restricted to those that we have previously offered with few exceptions. The elementary school building project with its associated meetings occupied both the calendars and the thoughts of many Winthrop families. Attendance at informational and town meetings was mixed and the number of participants varied. Awareness of the importance of the issue and a desire not to compete with the commitment to attend meetings limited our desire and ability to offer additional evening activities. Similarly, the joint FRIES fundraising event was held this year. Planning for and participation in this event shadowed available time for other school-related offerings.

The success of our Winthrop Reads events continues to surprise even us! Three such events are offered over the course of the year with the greatest attendance occurring early in the school year.

With leadership from Ms. Sekiguchi, Library-Media Specialist, and Ms. Leigh, Visual Arts teacher,

the third grade students and staff embarked on a cultural exchange of artwork, information and daily life. An overview of the Artlink program was offered during the evening as well as off-site locations such as the Council on Aging, the Rotary Club breakfast and a School Committee meeting.

Communication and collaboration with our community is always a goal. We will look to our offerings in the years ahead to ensure robust, varied and engaging opportunities for students and families

Goals for 2018-2020

Goal 1: Strengthen Instruction through honed, vertical Alignment

Rationale: A tightly woven instructional journey offers purpose, continuity, and successive levels of increased rigor to students as they progress through Calkins' Units of Study. By refining and honing vertical alignment in units of study, we strengthen our overall program effectiveness.

Create a process by which to evaluate, refine, and articulate the cohesiveness of instruction as students progress through the grade levels. Use this process to align reading and math instruction.

Using the state standards as the underpinning of instructional design, develop professional agreements for instructional methodology.

Identify benchmark expectations for standards by grade level, using said benchmarks to measure the effectiveness of unit assessments.

Goal 2: Design opportunities with awareness of global impact

Rationale: Existing technologies serve to emphasize the connectedness of our world. Ease of travel, global employment opportunities, and expanded economies suggest our students will live and work as a global community. To prepare our students for this reality, we endeavor to:

Strengthen cultural proficiencies and bias-recognition among staff.

Expand connections between our students and their global peers through shared learning experiences.

Promote a sense of belonging and responsibility, associated with global citizenship.

Goal 3: Educate the Whole Child

Rationale: A child who enters school healthy and feels safe is ready to actively participate in challenging and engaging curriculum. Research shows a link between the health outcomes of young people and their academic success. To this end we endeavor to:

Utilize and expand programming to support healthy nutrition for both students and families.

Expand mental health services and social emotional learning by increasing staffing and community partnerships.

Establish systems and practices to identify and better communicate the needs of high risk children.

Connect at-risk students to enrichment opportunities both within and outside of the school day.

Goal 4: Strengthen the connections between and among our learning community

Rationale: "It takes a village" to educate our youth and we need each member of our learning community to play a part.

Develop a variety of activities in which all families can participate.

Offer opportunities for parent involvement.

Strengthen communication among and between learning community members.

Questions/comments from the School Committee included:

Mr. Whitten- Was the community engagement at rotary last year?

Sheila M. - It was at rotary, School Committee, Ebsco, Zumi's. The goal was that every child in the third grade was somewhere at some point.

Ms. Zito- You talked about the need for benchmarks and students will look like at the end of the year. Is there a thought to incorporating growth?

Sheila M.- We are really good at growth at elementary. Without dismissing the importance of growth, it is where elementary teachers love to sit. At the end of the day, we have to make benchmark. The problem we are running into is that we all don't agree what benchmarks are and we need to be able to articulate that.

Mr. Nylén- What would those benchmarks generally look like?

Sheila M.- We are looking at classic child, end of third grade, where are they reading. Could be a band. If they are reading at the end of that band, we want to make sure that we are tracking what we've done to help with that and what is the progression. We are starting with reading and hope to get to phase 1 of math for this year.

Ms. Kneeder moved to accept the School Improvement Plans for Winthrop School as presented, seconded by Mr. Nylén. UNANIMOUS.

D. FINANCIAL UPDATE

Joanne Cuff, Director of Finance and Operations

Ms. Cuff presented a financial update that included:

- Two warrant articles presented at STM were passed
 - Net Chapter 70 funds of \$45,000 will go into budget and used for facilities to cover mold remediation costs
 - About \$40K to go mold
 - The remaining \$4,700 to MS/HS electricity bills
- Appropriated budget indicates the school department has sufficient resources to finish the school year
- Revolving and gift funds have sufficient funds to cover anticipated expenses for the rest of the fiscal year
- A current budget transfer request log was provided in the SC packet
 - New log includes descriptions of the account lines to better understand where the money is moving to and from
- The End of the Year FY18 report was
- filed at the end of September
 - DESE uses this report for analysis to determine per pupil spending, average teacher salaries, indirect cost rates, maintenance of effort, special education expenditures, etc.
 - District expenses detailed in this report total \$36,371,000
 - Includes expenditures in both town and school appropriations
 - Capital
 - federal/state grants

- Circuit breaker
 - Choice
 - Athletics
 - School lunch
 - All other revolving and gift accounts
 - Expenditures related to the feasibility study
- The business office has been busy
 - Doing financial projections for the upcoming negotiations with the TA's, clerical, and custodial bargaining units
 - Preparing the budget documents for the FY20 budget season
 - Staff lists up-to-date
 - Transitioning to the Harper's Payroll

E. TRI-BOARD DEBRIEF

Sarah Player, Chair, School Committee

Ms. Player reported that she had met prior to the Tri Board meeting with the Chair of both the Finance Committee and the Select Board. All agreed that it would be beneficial to have a quarterly meeting with the three boards that would include a budget review. Overall, the vibe is positive among the three boards working together. Ms. Player stated that although the focuses of each board may differ, the group is working together to find commonalities.

During the Tri-Board, the three boards discussed:

- Capital Planning
- Special Town Meeting
 - Speaker assignments
 - Recommendations
- School Dude overview

Committee members agreed that there was evidence of good rapport among the town and school as evident by Dr. Blake and the Town Manager sitting together.

F. SPECIAL TOWN MEETING DEBRIEF

Sarah Player, Chair, School Committee

Ms. Player reported that the two school-related articles passed at the Special Town Meeting, as well as the two vocational school related articles.

G. LOCKER ROOM/CONCESSION STAND COST PROJECTIONS

Joanne Cuff, Director of Finance and Operations

Ms. Cuff explained that she had received the price proposal from S3 Designs. It was a comprehensive proposal. Unfortunately, it came in higher than expected. The plan is to go back to S3 Design to attempt to negotiate a lesser price so the district can enter into a contract with them.

Dr. O'Flynn added that the price proposal included a number of subcontractors within their bid, the potential for reimbursement of expenses which was a small cause for worry and the price

was over the \$130,000 the district had agreed to spend. The proposal was \$6,000 dollars over the original \$130,000 set at the RFQ meeting plus additional expenses that could potentially be reimbursed that would probably come to about \$5,000. He assumes they will be able to come in with a better number.

Originally, the Turf Field Committee was hoping to present a proposal to be approved by the School Committee, but will hold off pending further negotiations.

Dr. Blake will be sending a letter to S3 Design tomorrow, asking for them to reconsider their original proposal.

H. FINALIZE SUPERINTENDENT GOALS

Dr. Brian Blake, Superintendent of Schools

Dr. Blake presented a copy of what he hoped to be his final goals for the 2018-2019 school year:

Goal 1. Instructional Leadership: D Evaluation:

Working with the Educator Evaluation Committee, complete a review of the current evaluation system and make recommendations for improvement. Based on the Standards, the goal is to make Supervision and Evaluation more consistent, transparent, and meaningful for both administrators and teachers. Prepare a final document for presentation to the School Committee and Bargaining unit for approval with implementation set for 2019-2020 school year.

Actions.

- 1. Participate in all Ed Evaluation Committee meetings and document attendance.*
- 2. In conjunction with the Committee, prepare a draft of recommended changes by December 15, 2018*
- 3. Provide professional development to the leadership team in the new forms/system once approved by bargaining unit.*

Goal 2. Management and Operations: A Environment:

Work with the Town Manager to continue to consolidate and find efficiencies in the areas of Human Resources, Facilities, and Payroll. Work with the Town Manager and Human Resource Director to standardize operating procedures including, but not limited to new hires, "individual contracts" and benefits, and operating processes.

Actions.

- 1. Complete hiring process by November 15, 2018*
- 2. Transition all HR and payroll functions to the town by January, 2019*
- 3. Begin the development of an Operations Manual by February, 2019*
- 4. Implement the "SchoolDude" platform by May, 2019*

Goal 3. Family and Community Engagement: A Engagement

Work with elected officials in Ipswich to (re)engage the community around the capital needs of the school district in light of the failed vote last May.

Actions:

- 1. Identify key stakeholders for strategy session by November 15, 2018*
- 2. Conduct strategy session by December 15, 2018 to discuss building status and process for moving forward.*
- 3. Set up additional meetings as necessary to inform the public about the needs of the building.*
- 4. Participate in the Facilities study with the town to identify current and future needs (Spring, 2019)*
- 5. Bring community members together through the SC working group on Elementary Alignment by May, 2019)*
- 6. Present to the SC and community suggestions for facilities moving forward (May, 2019)*

Goal 4. Professional Culture: A. Commitment to high Standards.

Working with the leadership team, continue to refine and complete the Strategy for District Improvement document including the new vision, mission statement, theory of action, and strategic objectives.

Action:

- 1. Complete the articulation of the Strategy Document by September, 2018.*
- 2. Present Framework to School Committee by September, 2018.*
- 3. Roll out completed document to the educational community (December, 2018)*

The Operations Subcommittee members said that they had vetted the goals and put forth their recommendation to approve them. During their subcommittee meeting, they worked with Dr. Blake to

- Better define the action items in Goal 4
- Change some of the language in Goal 1
- Added School Dudes/Facilities to Goal 3
- Wordsmith the goals

There was a brief discussion around the possible need for a student achievement goal. Ms. Zito stated that this was a topic of discussion at the Operations subcommittee meeting and ultimately, they decided that although Goal 1 does not directly mention student achievement, this goal would impact achievement.

Mr. Hopping moved to accept the goals as presented, seconded by Mr. Whitten. UNANIMOUS.

I. POLICY UPDATE: SECTION J

Dr. Brian Blake, Superintendent of Schools

Dr. Blake presented policy section J, *Students*, for School Committee approval. These policies were first brought to the administrative team for feedback and then brought to the Policy Subcommittee for review and possible revision. Dr. Blake reminded the Committee that the final

copy, approved by the Policy Subcommittee, is then presented to the full School Committee for final approval. It is the understanding that at the time the policies are presented to the School Committee, they have been fully edited and vetted. Section J is currently the last full section to be presented to the School Committee. What is left to review are the policies that we pulled for further review.

There were questions regarding the following policies:

- JC: Attendance Areas- Mr. Nylen asked if this policy was necessary. Is the district better served not having this?
- JCA: Assignment of Students to Schools- Mr. Nylen asked if we assign students to schools for any other reason than the four listed. This was a point of discussion with the Policy subcommittee. Ultimately it was decided that they would add the line “ but not limited to” to account for any other reason that a student may want/need to attend a different school.
- JFABE: Acceptance of Children of Nonresident Professional Personnel- Mr. Nylen wanted clarification on #4 under the policy to make sure that this was actually current practice.
- JFBBB: School Choice- Mr. Nylen suggested that the School Committee put the dates written in this policy regarding school choice on the calendar now, so that the policy is being followed accurately.

III. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

Done.

B. SCHOOL COMMITTEE REPORTS

1. **ATHLETIC SUBCOMMITTEE-** have not met
2. **BUDGET SUBCOMMITTEE-** Met prior to the Tri Board meeting. Provided an update at Tri Board and through Joanne’s financial update
3. **GRANT SUBCOMMITTEES**
 - a. **Payne Grant Subcommittee**
 - b. **Instructional Mini-Grant Subcommittee-** have not met
4. **OPERATIONS SUBCOMMITTEE-** Met prior to tonight’s meeting to finalize Dr. Blake’s Superintendent goals
5. **POLICY SUBCOMMITTEE-** Next meeting is scheduled for Wednesday, October 24th
6. **TURF FIELD SUBCOMMITTEE-** will be to schedule a meeting prior to the next School Committee meeting.
8. **NEW BUSINESS***

Mr. Nylen has requested that working groups be added to the School Committee Reports section of the agenda.

IV. CONSENT

A. CONSENT AGENDA

Ms. Player moved the Ipswich School Committee to approve the School Committee Open Session meeting minutes from October 4, 2018, seconded by Mr. Hopping. UNANIMOUS.

V. ADJOURNMENT

Mr. Nylen moved to adjourn the meeting at 9:27 PM, seconded by Mr. Whitten. UNANIMOUS.