

**Ipswich School Committee**  
**Thursday, December 7, 2017 at 7:00 PM**  
**MS/HS Ensemble Room, 130 High Street, Ipswich**

**Minutes**

**I. OPEN SESSION**

**CALL TO ORDER**

Chair Sarah Player called the meeting to order at 7:04 PM with the following members present: Mr. Hopping, Mr. Whitten, Mr. Nylan and Mr. O’Flynn. Also present were Superintendent Dr. Blake and Director of Finance and Operations Ms. Cuff.

**READING OF THE MISSION STATEMENT**

Mr. Hopping read the Mission Statement.

**ANNOUNCEMENTS**

- Tuesday, December 12- Policy Subcommittee Meeting, 7pm in the MS/HS Guidance Conference Room
- Monday, December 18- Turf Field Subcommittee Meeting, 6pm in the MS/HS Guidance Conference Room
- Thursday, December 21- Budget Subcommittee Meeting, 6pm in MS/HS Guidance Conference Room
- Thursday, December 21- School Committee Meeting, 7pm in MS/HS Ensemble Room

School Building Project Dates:

- Tuesday, December 19-SC/ SBC Meeting at Town Hall, Room A, 7pm
- Wednesday, December 20- School Building Community Forum, Town Hall, Room A, 7pm

**CITIZENS COMMENTS**

There were no citizen’s comments.

**SPECIAL ACKNOWLEDGEMENTS**

Dr. Blake acknowledged Ipswich High School Spanish teacher Sarah Merullo Murphy who was featured in an article appearing in *The Language Educator* for her work using authentic resources in her Spanish classes.

Dr. Blake also acknowledged the Ipswich Middle School 6th grade team for their efforts to raise awareness for Talia Duff and her foundation CURE CMT4J, including a video they hope to

make viral and a cookie fundraiser. Their work has gained national attention and a segment about their work will be featured on the ABC Evening News.

### **HIGH SCHOOL STUDENT REPRESENTATIVE REPORT**

The student representative was not present at this meeting.

### **SUPERINTENDENT'S ADMINISTRATIVE REPORT**

Dr. Blake reported that on December 4th, the school building architects met with several small focus groups, including media specialists, custodians Title I specialists, ELL teachers, and nurses to discuss the needs and uses for some of the smaller spaces throughout the new building. On December 14, the architects will conduct another round of discussion with early childhood staff, music and art specialists and staff from the food lab to determine if the space planned is adequate for their needs. Dr. Blake attended his weekly administrative team meeting on Dec. 5th where he discussed the District's computer science initiatives including each school's participation in the Hour of Code. He also discussed budget initiatives, concerns, and requests with the administrative team. Dr. Blake attended an Ipswich Aware meeting on Tuesday, Dec. 5th where they planned for an upcoming community forum and discussed that after the success of the Dr. Potee presentation to the town in the fall, they would like to invite her back in the spring to present to the high school and have her stay for another community forum in the evening. They also discussed protocols for at risk students. There was also a discussion about administering the Youth Risk Behavior survey to high school students. Dr. Blake attended the Winthrop School Council meeting on December 5th and reported the discussion surrounded emergency notification procedures and how/when parents' are notified. He mentioned that emergency notification should be part of a larger discussion that includes both the middle and high school. Dr. Blake attended his first Northshore Consortium Board Meeting on Wednesday, December 6th and explained the extensive process for membership approval. Lastly, Dr. Blake attended the high school small ensemble concert.

## **II. SCHOOL COMMITTEE PRESENTATIONS**

### **B. FALL SPORTS AWARDS**

Tom Gallagher, High School Athletic Director, presented the Fall Sports Awards to a group of high school athletes for their exceptional performance throughout the season. Each student athlete receiving an award was recognized by Mr. Gallagher, Ms. Player and Dr. Blake, as well as the full Committee. Families were invited to attend. Ms. Player shared how proud she was of the students and thanked their families, stating, "it takes a village".

### **C. MIDDLE SCHOOL MCAS REVIEW**

Middle School Principal, Dave Fabrizio along with Vice Principal, Kathy McMahon presented this year's MCAS results. Mr. Fabrizio said that the objective of his presentation was to "celebrate the success of our 6th and 7th grade on the recent MCAS testing." He believes that the testing data supports the changes that have been made in the instructional practices and educational philosophy at the middle school. The data presented compared grade 6 and 7 school achievement percentiles (SGP) to the average scaled score of the same group from across the state. Grade 6 landed in the 94th achievement percentile in ELA and in the 77th achievement percentile in math. Grade 7 students were in the 98th achievement percentile in ELA and in the 91st percentile for math. Mr. Fabrizio attributes this success to the increase in district sponsored summer professional development, district sponsored teacher leadership and school-based professional development and initiatives like SIE, STEAM, humanities, and alternative classroom experiences. To continue this success in future years, Mr. Fabrizio would like to continue and improve the work in progress in grades 6 and 7. He would also like to move forward with changes and innovation in the 8th grade by bringing humanities and the STEAM model to this grade level, target professional development through District PD initiatives and support teachers as they use data to inform instruction and curricular decisions.

### **D. SCHOOL BUILDING PROJECT DISCUSSION**

Mr. Whitten reported on the Mechanical, Electrical and Plumbing (MEP) subcommittee meeting that was held on Wednesday, December 6th. Discussions around the use of waterless toilets at the new school led to the decision that they were the most cost effective option and would require less plumbing than a more traditional toilet. The subcommittee also decided that there will not be an irrigation system installed for the field or the surrounding landscape. A 10,000 gallon tank would be installed underground, fed by rain leaders, and used to irrigate the gardens. Mr. Whitten explained that it would require at least a 25,000 gallon tank to irrigate the fields and there was simply no room.

The MEP subcommittee also discussed four different HVAC systems including variable refrigerant flow (VRF), chilled beam, displaced air and variable air flow. The VRF system would be located on the roof, is efficient and can run on any fuel source. The chilled beam system does not need to hide in the ceiling, allowing for the ability to have high ceilings, more light and no moving parts which eliminates sound. Mr. Whitten explained that the architects were "singing their praise". This type of system is good for large classrooms. The displaced air system was ruled out because the zoning height requirement don't allow for enough space to have the system installed. The variable air volume system was also ruled out due to it being outdated.

Ms. Zito arrived at the meeting at 7:30 PM.

Mr. Whitten explained how the VRF and chilled beam systems can work together in the building. The chilled beam is a system better used for large spaces and academic areas and the VRF could be used for smaller spaces like administrative offices and special education space. With a combined system, air conditioning in sections of the building not used in the summer could be shut off, while administrative offices and small classrooms could be cooled. The combination of both is proven to be very cost effective and also emphasizes flexibility in the space.

A bulk of the meeting was used to discuss fuel sources and what is needed for both VRF and chilled beam HVAC systems to run effectively. Geothermal energy, natural gas, propane and solar farms were discussed. Mr. Whitten explained that a natural gas source is a mile away from the Doyon site. He was asked if there was a discussion at the MEP meeting as to how to bring the gas over to which he replied that yes, but it would be expensive. Propane came with a lower upfront cost to install. Geothermal, although considered to be the most sustainable, is the most expensive option with an upfront cost of over \$2 million.

There was a discussion about the process of voting and clarification on where the recommendations were coming from. It was explained that recommendations come from the subcommittees, with input from experts, community members and subcommittee members, and then the School Committee will take a final vote based on these recommendations. It was also mentioned that there were some hard dates approaching where decisions needed to be made in order to continue with design, model and cost estimates. A final decision on fuel source, plumbing and HVAC systems will be made on December 19th at the combined School Building Committee/School Committee meeting.

#### **E. POLICY SECTIONS C, K, L REVIEW**

Dr. Blake presented policy sections C, K, and L 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.

Ms. Player moved, seconded by Mr. Nylen to approve policy section C. UNANIMOUS.

There was some discussion surrounding policy section K. In policy KCD-Gifts to Schools, the questions were raised regarding naming rights, gifts of cash and the definition of “extensive” as it pertains to gifts given to the school. Mr. Hopping suggested that the policy be pulled and

reevaluated at the next Policy Subcommittee meeting. Mr. Nylén also asked about the fee schedule that was referenced in policy KF. If approved, the fee schedule should be included.

Mr. Nylén moved, seconded by Ms. Kneedler to approve policy section K with the exception of policy KCD. UNANIMOUS.

Mr. Hopping moved, seconded by Ms. Zito to approve policy section L. UNANIMOUS.

## **F. CAPITAL PLAN UPDATE**

Ms. Cuff first presented an update on the status of the eleven FY18 Capital Projects. Four of these projects have been completed, five are in the process of completion and two have been postponed. The projects that have been postponed are exterior painting of the Payne building, which will take place in the spring and PAC sound and communication systems upgrades. Ms. Cuff explained that the delay in the PAC project is due to the higher costs of the scope of work than what was originally planned for. A larger discussion formed around the PAC and its need for a supervisor, to which Dr. Blake responded that the PAC needs are a larger conversation that needs to take place. As for equipment improvements, it was recommended that ICAM look and make their recommendations as to what needs to be done so a better estimate of cost can be made. These improvements need to be made prior to the Town Meeting in May.

Ms. Cuff walked through the Capital Project requests for FY19. These requests included repair to the Payne building parking lot, a SPED wheelchair bus, a new wind turbine gearbox, technology updates, the replacement of carpets in classrooms at Doyon, HVAC/boiler repair and cafeteria repair at Winthrop, and several building repairs at the middle and high school. These requests total \$540,414. They have been allocated \$417,414 in capital funds for FY19. There was a discussion surrounding the wind turbine and funding for the replacement of the gear box which has an estimated cost of \$63,000. It was decided that a further discussion of how to fund the wind turbine without capital funding should be had at a later date. Ms. Cuff also explained that the technology department had requested \$125,000 and had been allocated \$100,000 which was the same as last year.

## **III. SCHOOL COMMITTEE REPORTS**

### **A. VOUCHERS AND BILLS**

### **B. SCHOOL COMMITTEE REPORTS**

- a. ATHLETIC SUBCOMMITTEE-** have not met.
- b. BUDGET SUBCOMMITTEE-** next meeting on December 21st at 6:00pm
- c. GRANT SUBCOMMITTEES-** have not met
- d. OPERATIONS SUBCOMMITTEE-** have not met
- e. POLICY SUBCOMMITTEE-** next meeting on January 2nd at 7:00pm

- f. TURF FIELD SUBCOMMITTEE**-next meeting on December 18th
- g. SCHOOL BUILDING COMMITTEE**- update presented earlier in meeting
- h. NEW BUSINESS**

#### **IV. CONSENT AGENDA**

Ms. Player moved, seconded by Mr. Hopping to:

Move the Ipswich School Committee to accept the minutes of the November 30, 2017 Open Session Meeting.

UNANIMOUS.

#### **V. ADJOURNMENT**

Mr. Hopping moved, seconded by Mr. O'Flynn to adjourn at 9:06 PM. UNANIMOUS.