

IPSWICH SCHOOL COMMITTEE MEETING
THURSDAY, JANUARY 3, 2019
MINUTES

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| II. | OPEN SESSION | 7:00 PM |
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OPEN SESSION

Ms. Player called the meeting to order at 7:09 PM with the following members present: Ms. Kneedler, Mr. Whitten, Mr. Nysten, Dr. O'Flynn, and Ms. Zito. Also present were Superintendent of Schools Dr. Blake and Joanne Cuff, the Director of Finance and Operations.

READING OF DISTRICT MISSION STATEMENT

Mr. Whitten read the District Mission Statement

ANNOUNCEMENTS

- The next School Committee meeting will take place on Thursday, January 17, 2019 in the MS/HS Ensemble Room at 7:00pm
- The Budget Subcommittee will meet on Tuesday, January 8th at 7:00pm in the MS/HS guidance conference room.
- The Athletic Subcommittee will meet on Wednesday, January 9th at 6:00pm in the MS/HS guidance conference room.
- The Turf Field Subcommittee will meet on Thursday, January 10th at 6:00pm in the MS/HS guidance conference room.
- The Policy Subcommittee will meet on Tuesday, January 15th at 7:00pm in the MS/HS guidance conference room.
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CITIZENS' COMMENTS

None.

SPECIAL ACKNOWLEDGEMENT

Dr. Blake acknowledged the custodial staff involved in helping with the flooding situation at the High School

HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

Stuart Geller was not present for this meeting.

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| III. | SCHOOL COMMITTEE PRESENTATIONS | 7:10 PM |
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A. FINANCIAL UPDATE

Joanne Cuff, Director of Finance and Operations, discussed the following documents:

- Year-to-Date Appropriated Budget
 - This report was edited to reflect personnel encumbrances

- Feoffees Grant Status Report
- Revolving, Gift, and Stabilization Accounts Quarterly Report
 - These accounts are in good standing

Joanne discussed the three warrant articles that she was going to bring forward for the Town Meeting. Those articles covered approval of the annual budget, the ability to move funds to the Stabilization Fund, and the ability to move funds to the Special Education Stabilization Fund.

Joanne also presented the Budget Transfer Log for the months of November and December.

B. BUDGET DISCUSSION

Mr. Nysten presented to the Committee what the Budget Subcommittee has discussed at their meeting prior to tonight. It was their desire to have a budget number to present to the Admin. At the meeting, the Budget Subcommittee voted to recommend a total budget of \$33,575,401.

- \$33,194,637 comes from the base budget that Sarah Johnson presented
- \$380,754 comes from the Stabilization Fund

This is a 0% base budget exclusive of contractual obligations. Although administrators were asked to create a 0% base budget, the actual increase is roughly 3% due to increased costs and contractual obligations.

It was noted that the District is drawing less from the Stabilization Fund than the original override calculation. That original number was \$626,000.

Based on the calculations without any changes, there is about \$1.2 million dollars in growth and the town is funding \$800,000 of that. With the target number as presented, there lies a significant need for changes and reductions.

A discussion around the need for an override in the near future and when planning would begin took place. It was decided that in FY22, there would be a need for an override and therefore, FY21 would be the planning year. The kick-off campaign would need to begin in January 2020.

With another override looming, there is a need for the SC to explain the budget process to the community and address the need for the override, why the foundation budget calculator is outdated, and how contractual obligations affect the budget each year.

The SC does believe they are in good standing with the community. They have managed the override funding well and are good stewards of the money received.

Carl moved to have the School Committee recommend to the Administrative Team and Ipswich Public Schools to set a target budget of \$33,575,401 for the FY20 budget as set by the budget calculator. Seconded by Ms. Player. Unanimous vote by all present SC members.

C. SUPERINTENDENT MID YEAR REVIEW

Dr. Blake presented a high level overview of what he has accomplished within the District this school year and how he has met or is working towards the completion of his goals. The Mid

Year Review is a verbal review presented to the School Committee. Dr. Blake will receive a written evaluation in the Spring.

D. FACILITIES UPDATE

Dr. Blake reported that the Town/School has hired a Facilities Director who will begin work in the District on January 14th. They have a number of candidates for the Assistant Facilities Director position and hope to have that position filled soon. The Facilities Department will be housed at Central Office.

Dr. Blake reported on the two leaks at the High School that had occurred since December 23rd. There was significant damage to the ensemble room and offices in that area. The insurance company had been out to evaluate the damage. It is estimated that it will cost \$20,000 to replace all the damaged instruments and music. Clean up in all damaged areas of the school has currently begun.

E. TURF FIELD BUILDING UPDATE

Dr. O’Flynn discussed the most recent meeting between the Turf Field Building Committee and S3 Designs. They were able to review the first round of the conceptual plans. At their meeting on January 10th, the plans will be updated with the information they received at the last meeting and the committee will be able to begin discussions on the materials and the full scope of the plan.

F. WARRANT SIGNATURE DISCUSSION

Joanne Cuff, Director of Finance and Operations submitted a request that the School Committee amend their vote on August 23, 2018 to allow for all warrant batches to be approved by only two School Committee members anytime throughout the year. In her memo, she stated that the business office will continue to provide all batches for full review at School Committee meetings and all members will maintain their right to review full warrant batches at anytime.

This request was first presented to the Budget Subcommittee. All members of that subcommittee are in support of this request and recommend it to the full committee.

After much discussion, ***Nicole moved to support, in cases where Joanne deems necessary, to have only two signatures by the School Committee anytime throughout the year assuming that Joanne continues to bring the warrant batches to each School Committee meeting for review. This motion was seconded by Mr. Nysten. UNANIMOUS.***

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| IV. SCHOOL COMMITTEE REPORTS | 8:30 PM |
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A. VOUCHERS/BILLS

Done.

B. SCHOOL COMMITTEE REPORTS

ATHLETIC SUBCOMMITTEE

Have no met.

BUDGET SUBCOMMITTEE

- Collecting information on long range planning
- Working on the budget calculator
 - Finding ways to better explain Spec. Ed. costs, staffing

OPERATIONS SUBCOMMITTEE

Have not met.

POLICY SUBCOMMITTEE

Next meeting is scheduled for January 15th.

TURF FIELD SUBCOMMITTEE

Discussion during Turf Field Building Update

WORKING GROUPS

The Elementary Working Group met and it was reported they had a lot of good and productive discussions during their meeting. They compiled a list of 15 topics to work on.

The Feoffees Working Group has sent a survey to the District and will review that data at their next meeting.

The Climate Resiliency Committee met together on December 10th. Ms. Zito reported a lot of progress is being made and that she feels there is good representation from the Town.

NEW BUSINESS*

Dr. Blake read a thank you letter that Tom Gallagher wrote in response to a donation of five Frontier Elm trees that was made by the Corliss Brothers.

Dr. Blake announced to the Northshore Education and Crest Collaborative Budget documents were available to be viewed at Central Office.

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| V. CONSENT |
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A. CONSENT AGENDA

Ms. Player moved the Ipswich School Committee

- ***to accept a donation of \$2,000 from New England BioLabs for the Robotics Team to be deposited into the High School Gift Account.***
- ***to accept a check in the amount of \$1,500 from the City of Newburyport on behalf of the Ipswich Public Schools to be deposited into the Winthrop Gift Account for the support of health services.***

- *to accept a check from Geskus Studios on behalf of Winthrop School in the amount of \$907 to be deposited into the Winthrop Student Activities Account.*
- *to accept a donation of \$4,000 from Analog Devices to support the FRC Robotics Team to be deposited into the High School Gift Account.*

Seconded by Mr. Nylen. UNANIMOUS.

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| VI. ADJOURNMENT |
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*Mr. Nylen, seconded by Dr. O'Flynn moved to adjourn the meeting at 8:50 PM.
UNANIMOUS.*