

**IPSWICH SCHOOL COMMITTEE MEETING  
SEPTEMBER 7, 2017  
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

**OPEN SESSION**

**CALL TO ORDER**

Chair S. Player called the meeting to order at 7:12 p.m. with the following members present: B. Hopping, C. Whitten, P. Kneedler, and N. Zito. Also present were Superintendent Blake, Finance Director Cuff, and new Student Representative Chris Bergner.

**READING OF DISTRICT MISSION STATEMENT**

Chris Bergner read the Mission Statement. He gave a brief statement of his history with Ipswich, having joined in the 8<sup>th</sup> grade after home schooling, has four other siblings, and is a cross-country runner.

**ANNOUNCEMENTS**

Ms. Player read the following announcements:

September 12 – Budget Subcommittee, Guidance office

September 21 – School Committee, 7 p.m., M/HS Ensemble Room

“ “ - Middle School Curriculum Night

October 5 – Welcome for new staff and faculty, Dolan PAC lobby, 6 p.m.

“ 5 – School Committee meeting, 7 p.m., M/HS Ensemble Rm.

**CITIZENS' COMMENTS**

**SPECIAL ACKNOWLEDGMENTS**

Dr. Blake announced that Emily Allman has been selected to present at the 2018 National Council of Math Teachers in Washington, DC .

**HIGH SCHOOL STUDENT REPRESENTATIVE REPORT**

Chris reported that the first week of school is wrapping up with a great start in good organization this year. The volleyball team lost to Lynnfield (who were State champs last year). Cross country came in second in their meet. Field Hockey team won. Football opens at home with Essex Tech on Fri. night. Fund raisers are up and running : volleyball, Tiger cards, and soccer.

**A. SUPERINTENDENT'S ADMINISTRATIVE REPORT**

Dr. Blake reported a great opening day with staff in professional development time and a great opening day in each of the four schools with students. He welcomed kindergarten students that morning two days later. He has continued with entry meetings and met with people in regard to electronic recordkeeping—details to come at a later date.

He attended a Budget Subcommittee meeting, looked over all bargaining unit contracts, met with Birth to Three, will meet with the State Department next week

and has an Ipswich Award program meeting for the first of the month of October. Mr. Whitten mentioned the Frontline Education program to save time and paper.

## **I. SCHOOL COMMITTEE PRESENTATIONS**

### **B. ROBOTICS TEAM TRAILER PROPOSAL**

Dr. Blake recommended and Mr. Hopping moved, seconded by Mr. Whitten, to accept the superintendent's recommendation to approve the request by the FRC Team 5459 robotics team to allow the team trailer to be parked out back of the M/HS by the loading dock and to be used at their discretion. UNANIMOUS.

### **C. SUMMER PROFESSIONAL DEVELOPMENT UPDATE**

Tracy Wagner, Director of Teaching and Learning, reviewed four courses that she directed over the summer: TED Talks II, Professional Learning Community Training, Design Thinking (21<sup>st</sup> Century Teaching and Learning), and Blue Skies: writing 21<sup>st</sup> Century Curriculum. All of the courses included bits of learning psychology and modeling of instrumental techniques. Feedback from the participants of all four courses was good, appreciative, and valuable because of the peer sharing.

Mr. Hopping asked how ways are found to foster peer observation during the school year; Ms. Wagner cited a Payne Grant to help. Mrs. Zito asked about the student achievement goal in relation to the curriculum written during these courses: Is curriculum in folders? Do you have outcomes for the end of the units? end of the year?

### **D. SCHOOL BUILDING PROJECT UPDATE**

Mr. Murphy began by reporting that Dr. Blake and he had gone to Boston where MSBA voted unanimously to support the extension of time for focusing on the Doyon site with the building project. The schedule of meetings with SBC is October 4, 17, and 26 and he urged the School Committee to join them. The architect will meet with Town officials—Police, Fire, DPW, Utilities, Water, Electric—to talk about the site. SBC will meet about the system for comfortable environment—energy efficiency and least costly services. He spoke of three possibilities for gas: natural (from Rte 1 or Mile Lane), LP gas on site, geothermal wells, or an all electrical system with no fossil fuels. The goal is to assemble all the information and share with SC, SBC, and the community so that in December-January a decision will be made. The redesign to sit on the Doyon site needs a resubmission of the PSR. Because the OPM did not reply, the \$250,000 sum stands.

Ms. Player affirmed the SC commitment to work with SBC on communication and community outreach, and will join forces.

### **E. SCHOOL COMMITTEE BUILDING INSPECTION REPORTS**

Mrs. Zito visited the Doyon School and was impressed with its readiness for school and its creative use of spaces. She spoke of shortage of room to store supplies and furniture which is being stored on the stage.

The subject of the Doyon roof came up, and Mr. Hodge spoke of all four building roofs needing serious repair. Studies have been done on Doyon and Winthrop roofs. The Middle/High School roof was built wrong and the shingles blow off.

Mr. Whiten toured Winthrop. He mentioned fire safety, the use of the elevator, and the legal capacity of the auditorium. Also he spoke of the painting and cleanliness. He is most concerned with the poor performance of the boiler. Mr. Hodge said it needs \$50,000 worth of work, enumerated pneumatic thermostats, 100 feet of pneumatic line, 50 motors, and tubes which are clogging because of dry rot. Mr. Whitten worried about going through another winter and Mr. H said Terry Thomas keeps an eye on the heating system the whole day. The playgrounds at Winthrop and Doyon will be inspected by Mr. Putur in the next couple of weeks.

Mrs. Kneeder, touring the Middle School, spoke of new additions including LED lights in the stairwells, new equipment, second floor painting, and she had an interesting tour of the basement.

Mr. Hopping toured the High School. The varsity gym has installation of two roof vents for regulation of heat during events. Mr. Dalton had no major concerns and mentioned that the accreditation team is visiting in October. Teachers are upbeat and eager to get started. Mr. Hopping asked for a copy of the HVAC plan for improving the system from Mr. Hodge who said Advance Air of New England will be going through the whole works with a plan, installation, and checking that it all works. Mr. Whitten questioned the sewer pump problem of last year; Mr. Hodge answered that it is now checked quarterly for clogging. Mr. Hodge said that Huntington Control will be fixing the outside lighting.

Dr. Blake announced that speed bumps will be installed on Saturday morning on School Street. Mr. Whitten urged and Mr. Hodge promised there will be stakes erected so that snowplows will not be destroying berms.

Mr. Hopping mentioned Central Office; Mr. Hodge spoke of the Capital Plan: to (1)paint the outside (2)install a drop ceiling, (3)install a new boiler, and added that the building has new windows, airconditioning upstairs, and some office renovations.

#### F. SCHOOL COMMITTEE FY18 GOALS

Ms. Player suggested that, rather than working through these draft goals by the individual members now, the goals which pertain to the subcommittees could do them and submit the final draft goals on September 21. Mrs. Zito suggested an (1)overarching goal followed by (2)SMART aspects and timelines for each with (3)specific outcomes. The four categories are : Budget, Policy, School Building Project, and Student Achievement goals. While subcommittees exist for the first three and those members can finalize the goal definition, SMART, and timeline, Student Achievement is a new category whose importance had come to light in the SC workshop and Mrs. Zito wished to spend time working through that particular goal.

They selected Mr. Hopping's student achievement overarching goal: To maximize the learning and growth of all Ipswich Public School students. Following

discussion, Ms. Player said she would draft the information to the full committee for final review at the next SC meeting.

#### G. TOWN MEETING – SCHOOL-RELATED STM ARTICLES

Postponed until a full complement of members is present.

#### H. BUDGET UPDATE

Ms. Cuff presented her FY17 End of Year Report, explaining each segment. The School Department will not be turning back any appropriated funds to the Town. The Educational Stabilization Fund, developed in 2016, is a long-range plan with a strong financial position of \$1,876,770. The Special Education stabilization plan is going forward without any money yet. It can be taken out in an emergency based upon approval by the SC and BOS up to 2% “of the annual school spending.” Revolving and Gift Accounts and Grant funds were delineated. DESE conducted an audit on June 21-22, 2017, with no material findings or recommendations except that the district might want to create a method to document level financial practices and provide insurance coverage for persons having access to cash/checks in the event of loss (this would be the four principals).

After discussion of the Mass Municipal Modernization Act, Mr. Hopping moved, seconded by Mr. Whitten, to continue the present practice of requiring four signatures on warrants during the school year and allow any two members to approve all bills, drafts, orders, and payrolls during the months of June, July, and August. Those members shall make available to the Committee, at the first meeting following such action, a record of items signed. All members of the SC shall maintain their right to review full warrant batches, retained at Central Office, any time.  
UNANIMOUS.

## II. SCHOOL COMMITTEE REPORTS

### A. VOUCHERS/BILLS

### B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE – meeting 9/20, 6 p.m., Guidance Office
2. BUDGET SUBCOMMITTEE – Ms. Player reported the meeting discussed the need for a new school bus and research for cost of a “green bus”; reviewed warrant articles, discussed Capital Planning process; requested info from TM and Town Fin Director re school Capital Plan; next meeting 9/12.
3. GRANT COMMITTEES
4. OPERATIONS SUBCOMMITTEE - Mr. Hopping suggests looking at the timeline of mid-year review of superintendent and financial reviews.
5. POLICY – meeting 9/19, 7:30 p.m., Guidance Office
6. TURF
7. SCHOOL BUILDING COMMITTEE – meeting 9/14, Rm. C., Town Hall

## 8. NEW BUSINESS

### **III. CONSENT AGENDA**

#### **A. CONSENT AGENDA**

Ms. Player moved, seconded by Mr. Hopping, to accept the Consent Agenda as follows: Acceptance of the donation of \$3,000 from the LYNX System Developers, Inc. to support the IHS Robotics Team, to be deposited into the High School Gift Account. UNANIMOUS.

Mr. Hopping moved, seconded by Mrs. Kneedler, to accept amended items under Superintendent's Administrative Report by Dr. Blake and the August 24, 2017 amended Minutes as presented. UNANIMOUS.

### **IV. ADJOURNMENT**

Mr. Hopping moved, seconded by Mrs. Zito, to adjourn at 9:51 p.m. UNANIMOUS.

