

**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, JUNE 6, 2019**

**7:00 PM**

**MS/HS ENSEMBLE ROOM**

**134 HIGH STREET, IPSWICH, MA**

**MINUTES**

**II. OPEN SESSION**

**RETURN TO OPEN SESSION**

The School Committee returned to Open Session at 7:04 PM.

Members Present: Mr. Whitten, Chair; Mr. Nysten, Ms. Zito, Mr. Hopping, Ms. Gilliam, Ms. Kneedler and Dr. O’Flynn

Also Present: Joanne Cuff, Director of Finance and Operations; Dr. Brian Blake, Superintendent of Schools

**READING OF DISTRICT MISSION STATEMENT**

Ms. Zito read the Mission Statement.

**ANNOUNCEMENTS**

- The next School Committee meeting will be held on Thursday, June 20th at 7:00pm in the MS/HS Ensemble Room.
- The last day of school for all students will be Tuesday, June 18th. This will be a full day of school.

Mr. Whitten announced to the public that a Memorandum of Agreement between the Ipswich School Committee and

**CITIZENS’ COMMENTS**

None

**SPECIAL ACKNOWLEDGMENTS:**

*Mr. Whitten moved the Ipswich School Committee to approve the Memorandum of Agreement between the Ipswich School Committee and the AFSCME, Council 93, Local 2905 Food Service Collective Bargaining Unit effective June 30, 2018 through June 30, 2021. Seconded by Mr. Hopping. The motion passed UNANIMOUSLY.*

*Mr Hopping made a motion to authorize the Chair to sign the Memorandum of Agreement on behalf of the Ipswich School Committee, seconded by Mr. Nysten. The motion passed UNANIMOUSLY.*

**A. SUPERINTENDENT REPORT**

**Dr. Brian Blake, Superintendent of Schools**

Dr. Blake had a busy couple of weeks that included negotiations with various bargaining units, a facilities update with Chris Rais, observing a forensics class at the high school, contract discussions with administrators, an end of year review with Wilma Gooby, attending various end of year events, orientation with new School Committee member Sara Gilliam, meeting with the Compass group and attending a North Shore Superintendent's Round Table meeting. Dr. Blake also expressed some summer goals that include evaluating the EDP program, as well as the Tiger Tots program.

### **III. SCHOOL COMMITTEE PRESENTATIONS**

#### **B. NEW MEMBER WELCOME**

**Charles Whitten, Chair**

Mr. Whitten introduced the newest member of the School Committee, Sara Gilliam. Since the election on May 21st, Sara has participated in an orientation with Dr. Blake and has been sworn in at Town Hall. She was also a participant in the Middle School Principal Search Committee.

#### **C. ESTABLISHMENT OF FEE FOR COLLEGE BOOT CAMP**

**Claire Powers and Justine May, School Counselors**

For the past three years, Claire Powers and Justine May have written a Payne Grant to offer a college boot camp free of charge to incoming seniors. Due to the success of the program, Claire and Justine are asking to continue the program without funding from a Payne Grant, but with a \$150 fee per student. They are asking for the School Committee's approval to request a fee for the summer program.

During this summer boot camp, students will complete the Common Application and leave with a draft of their college essay. The fee for this program would cover stipends for the staff running the program, as well as snacks and materials. Students that qualify for free or reduced lunch would be able to attend this program free of charge.

*Mr. Whitten moved to establish a fee for tuition for students to attend a summer college boot camp to be deposited into the R10- Summer Tuition, seconded by Mr. Hopping. The motion passed unanimously.*

#### **D. VISUAL ART AND DESIGN DISTRICT-WIDE COLLABORATIVE PRESENTATION** **Virginia Eaton, Middle School Visual Arts Teacher**

Ms. Eaton presented an end of year report on the Ipswich Public Schools Visual Arts/Media Collaborative Interest-Based PLC. She began her presentation with a recap of objectives and goals over the past two years. In the 2017-2018 school year, the group addressed the essential question: How can the visual art and design educator take a leadership role in developing archetypes that promote creativity in a culture of critical thinking? In this current school year, the group then focused on their objectives which included the continuation of implementation of the essential question from the previous year and to focus on the design of a checklist for non-visual art educators to help support creativity in the classroom. The group also spent time reviewing the current spiraling of the K-12 art curriculum.

Ms. Eaton spoke to the transdisciplinary visual arts collaboration across the district stating that:

1. Transdisciplinary collaboration creates new intersections within disciplines, often resulting in paradigm-thinking shifts
2. The process works best when collaboration is organic and equitable
3. The opportunities for transdisciplinary collaboration are dramatically influenced by each school's schedule

The vision for the Ipswich Public Schools' Visual Arts program for 2019-202 and beyond is "Ideation". This includes: what motivates students today and the importance of empathy; autonomy, mastery and purpose; visual literacy, media literacy and digital citizenship; pathways to arts careers and current industry standards; the revision of the Visual Arts curriculum to incorporate Media Arts; and the Habits of Mind.

Lastly, Ms. Eaton spoke to how this PLC is working to reach out to students on a new level by finding commonalities between subjects in relation to career opportunities.

**E. PAYNE GRANT REVIEW AND APPROVAL**

**Dr. Brian Blake, Superintendent of Schools**

**Kathleen Simms, Payne Grant Allocation Committee Chair**

On Tuesday, May 21st, the Payne Grant Allocation Committee held a meeting for all grant applicants to present their grant request. The Payne Grant Allocation Committee is now bringing forward their recommendations of Payne Grants for final approval by the School Committee. The total amount of grant money requested was just under \$750,000, which was over the amount allocated for this year. The Payne Grant Committee worked hard to try and bring that number down. After careful consideration of the requests and needs, the Committee was able to bring down the total grant requests to \$590,000.

Committee Chair, Kathy Simms, presented each grant and notes from the Payne Grant Committee. After lengthy discussion and deliberation, the School Committee voted on the following grants:

#	Grant	Applicant(s)	Requested	Actual Allocated	Payne Grant Committee Vote	School Committee Vote
1	Transdisciplinary Project-Based Learning	Tracy Wagner, Jonathan Mitchell	38,890.00	38,890	need names, 10:0	<i>Dr. O'Flynn moved to support, seconded by Mr. Whitten. The motion passed UNANIMOUSLY.</i>
2	Technological Access and Opportunities for Teaching and Learning	Susan Killian, David Wood	34,000.00	34,000	10:0	<i>Mr. Hopping moved to support, seconded by Dr. O'Flynn. The motion passed UNANIMOUSLY.</i>
3	Igniting DLCS Power Standards	Amy Gregory	14,201.40	14,201.40	10:0	<i>Ms. Gilliam moved to support, seconded by Dr. O'Flynn. The motion passed UNANIMOUSLY.</i>
4	Virtual Reality in the Classroom	Jenn Couto	9,398.00	9398	10:0	<i>Mr. Nysten moved to support, seconded by Dr. O'Flynn. The motion passed UNANIMOUSLY.</i>
5	Beyond the Device: Innovative Practices 2	Amy Gregory, Tracy Wagner	19,125.00	2,250	in favor 9:1	<i>Dr. O'Flynn moved to support, seconded by Mr. Nysten. The motion passed UNANIMOUSLY.</i>

6	Targeted Professional Development	Dave Fabrizio	91,300.00	68,877	need names, 10:0	<i>Dr. O'Flynn moved to support, seconded by Ms. Zito. The motion passed in favor 6 Y, 1 N.</i>
7	SOAR Higher: Leveling the Playing Field Through Enrichment and Nutrition	Deb Trevarrow, Maureen O'Connell, Diane Fitzgerald	43,200.00	43,200	10:0	<i>Mr. Hopping moved to support, seconded by Mr. Nylen. The motion passed UNANIMOUSLY.</i>
8	Coaching for Sustainable School Improvement (IHS)	Jonathan Mitchell	12,940.00	0	0:10	<i>NO VOTE, not supported by the Payne Grant Allocation Committee</i>
9	BRYT Program (Bridge for Resilient Youth in Transition)	Jonathan Mitchell	72,000	67,000	10:0	<i>Mr. Nylen moved to support, seconded by Dr. O'Flynn. The motion passed UNANIMOUSLY.</i>
10	One Book, One School	Jonathan Mitchell	13,585.25	13,585.25	9:1	<i>Ms. Zito moved to support, seconded by Mr. Nylen. The motion passed UNANIMOUSLY.</i>
11	Ipswich High School Social and Emotional Learning Professional Development	Jonathan Mitchell	14,524.00	14,524	10:0	<i>Mr. Nylen moved to support, seconded by Dr. O'Flynn. The motion passed UNANIMOUSLY.</i>
12	Lynn Lyons	Molly Smith	10,000.00	10,000	10:0	<i>Mr. Hopping moved to support, seconded by Dr. O'Flynn. THE motion passed UNANIMOUSLY.</i>
13	Network Wiring of District Projectors	Keith Borgen	98,100.00	0	0:10	<i>NO VOTE, not supported by the Payne Grant Allocation Committee</i>
14	Get the Kids Movin'	Jake Patterson	14,707.00	10,219.29	10:0	<i>The School Committee asked for clarification on this grant request and has asked for Jake Patterson to be present at the School Committee meeting on June 20th.</i>
15	Ipswich High School French Exchange Program	Alexander Craven, Elizabeth D'Angelo	22,033.00	11,000	for financial need, 9:1	<i>The School Committee asked for clarification on this grant request and has asked for Al Craven to be present at the School Committee meeting on June 20th.</i>

16	Doyon 1:1 Primary iPads	Andrea Welch	37,700.00	18,850	10:0	<i>Dr. O'Flynn moved to support the grant and increase funding if more funding becomes available, seconded by Mr. Hopping. The motion passed UNANIMOUSLY.</i>
17	Knowledge, Skills and Real Life Application, Place-Based Learning Yr. 2	Sheila McAdams on behalf of District	108,000.00	108,000	10:0	<i>Mr. Nysten moved to support, seconded by Ms. Gilliam. The motion passed UNANIMOUSLY.</i>
18	Establishing a Foundational World Language Program	Sheila McAdams	78,000.00	78,000	10:0	<i>Mr. Nysten moved to support, seconded by Mr. Hopping. The motion passed UNANIMOUSLY.</i>
19	Media Lab Update	Alysha Elliard	51,640.00	48,080	10:0	<i>Dr. O'Flynn moved to support, seconded by Ms. Gilliam. The motion passed UNANIMOUSLY.</i>

At the end of the vote, Seth Ward of the Feoffees Trust Committee thanked the School Committee for inviting him to this portion of the meeting. He wished that the town could see the seriousness of the deliberation. He stated that there was “no doubt the children of Ipswich are benefiting.”

## **F. HANDBOOK APPROVAL**

### **Dr. Brian Blake, Superintendent of Schools**

Dr. Blake presented two changes to the High School handbook that addressed school attendance and homework.

The revision to the attendance policy reads:

*Ipswich High School is equipped with voice mail which helps to manage our documentation of student absences. Messages may be left at any time of day. A parent/guardian must contact the office at extension 2101 before 8:15 on the date of absence. A student must be in school by 8:30 a.m. to participate in or attend any extracurricular event on that day. It is the student's responsibility to provide documentation for any absences. College visits must receive prior administrative approval to be considered for a waiver. Please note that voluntary student absences (vacations, family trips, etc.) will not be considered for appeal and will count towards a student's total absences for the year. Students are allowed to make up work missed during their absence; however, it should be noted that only individually completed work assignments, quizzes, or tests can be made up. Class participation, collaboration with one's peers, and interaction with the teacher, from which much knowledge and growth occurs, are all important learning activities that are impossible to make up.*

### ATTENDANCE-Effect on Grades

*Students will receive a failing grade of 64 for a quarter if they accumulate four or more absences for that class in that quarter. If a student's average is below 64, he or she will receive the lower grade.*

*Students may request a waiver for extraordinary circumstances by submitting an appeal to the Assistant Principal within 10 days after the end of the quarter during which the excessive absences occurred. Requests for appeal submitted after the 10 days have expired will not be granted.*

*The school administration may elect to convene a panel of staff members to hear appeals for failures due to excessive absences for the following documented exceptional reasons:*

- 1. Chronic/severe illness or incapacitation*
- 2. Court summonses*
- 3. Family emergencies*
- 4. Emergency medical or dental appointments*
- 6. Religious holidays*
- 7. Other emergencies approved by the administration.*

*An additional remedy for failure due to excessive absences is for a student to improve his or her attendance for the quarter immediately following the one in which he or she exceeded the maximum number of absences. Specifically, if a student attends 90% or more class meetings for that same class he or she previously failed, the average for that failed quarter will revert to the average the student had originally earned.*

The revision to the homework policy reads:

### **HOMEWORK**

*A student should expect to have an amount of homework commensurate with the level of courses in which they are enrolled. In other words, students should expect both the rigor of homework and the time required for its completion to increase with each successive grade and in honors or AP level courses. We encourage parents to take an active role in conveying the importance of homework by*

- 1. Promoting a positive attitude towards homework as an opportunity to both independently practice what they have learned and develop positive work habits*
- 2. Respecting the rigor of work assignments by allowing students to struggle productively and independently*
- 3. Providing a suitable setting for study*
- 4. Supporting a regular routine of homework completion*
- 5. Making resources and materials available when appropriate*
- 6. Empowering students to communicate with their teachers when they need help completing assignments*

Changes were not made to the Elementary Handbook or the Middle School Handbook.

*Dr. O'Flynn moved to support the proposed Ipswich High School Handbook changes as presented, seconded by Mr. Nylen. The motion passed UNANIMOUSLY.*

## **G. ELEMENTARY ALIGNMENT DOCUMENT**

**Nicole Zito, School Committee**

**Carl Nylen, School Committee**

Ms. Zito explained the process that the Elementary Working Group took to create the alignment document. The group first decided on their core focus, then evaluated and edited the Elementary Education Plan, removing all wording referencing the former building project. Mr. Nylen explained that

this document is really not an alignment document, but instead, an improved elementary education plan. He further explained that it was not the goal of the working group to force fit the two schools together.

The next steps for this document are to share with the School Committee for final comments and edits. The document would be posted to the district webpage, shared with staff/faculty and presented to the schools in the fall. The working group believes that this could be used to help create a story when it comes time to plan for the override.

It was decided that the document would be shared with the School Committee after this meeting to be reviewed and edited. The final draft of the version will be presented at the June 20th School Committee meeting.

*Dr. O'Flynn moved to release the document on a draft basis, seconded by Mr. Nysten. The motion passed UNANIMOUSLY.*

## **H. SCHOOL COMMITTEE MEETING SCHEDULE**

**Charles Whitten, Chair**

It was decided that the reorganizational meeting for the School Committee will be held on Thursday, July 25th.

<b>IV. SCHOOL COMMITTEE REPORTS</b>
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- A. VOUCHERS/BILLS-Done.**
- B. SCHOOL COMMITTEE REPORTS**
  - 1. ATHLETIC SUBCOMMITTEE-Meeting was cancelled.**
  - 2. BUDGET SUBCOMMITTEE- Meeting on June 11th**
  - 3. GRANT SUBCOMMITTEES-Letters have been sent to all grant applicants**
    - a. Payne Grant Subcommittee**
    - b. Instructional Mini-Grant Subcommittee**
  - 4. OPERATIONS SUBCOMMITTEE-Needs to schedule a time for New Member Orientation**
  - 5. POLICY SUBCOMMITTEE-Have not met**
  - 6. TURF FIELD SUBCOMMITTEE-Have not met**
  - 7. WORKING GROUPS-Will report out to School Committee on June 20th**
  - 8. NEW BUSINESS\***

Mr. Hopping asked for a copy of Dr. Blake's evaluation prior to his contract discussion.

Dr. Blake announced that the Middle School Search Committee had brought forward two finalists. Those finalists will have a Meet and Greet on Monday and Wednesday of next week. The two finalists are Kathy McMahan and Phil McManus of Marblehead. A notification regarding the two meetings were sent to the district.

<b>V. CONSENT</b>
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### **A. CONSENT AGENDA**

*Mr. Whitten moved the Ipswich School Committee to*

- *Accept a donation of \$1,000.00 from IMADA to the Middle School to be used for the recent Music in the Parks trip to Six Flags, to be deposited into the Middle School Gift Account.*
- *Accept a donation of \$500.00 to the Middle School from 7th grade parent, Bryan Satter, to be used by the 7th grade class and deposited into the Middle School Gift Account.*

*Seconded by Mr. Hopping. The motion passed UNANIMOUSLY.*

<b>VI. ADJOURNMENT</b>
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*Mr. Hopping moved to adjourn the meeting at 10:39 PM, seconded by Mr. Nysten. The motion passed UNANIMOUSLY.*