

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
WEDNESDAY, FEBRUARY 6, 2019

MINUTES

I. EXECUTIVE SESSION- CANCELLED

A. MGL, Subsection of Law – Chapter 30A, Section 21

Topic(s)

2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations

II. OPEN SESSION

CALL TO ORDER

Sarah Player, Chair, called the meeting to order at 7:05 PM with the following members present: C. Nylén, N. Zito, B. Hopping, P. Kneedler and H. O'Flynn. Ms. Player announced to the Committee that C. Whitten would be participating in the meeting remotely by phone. Also present were Dr. Blake, Superintendent of Schools and Joanne Cuff, Director of Finance and Operations.

READING OF DISTRICT MISSION STATEMENT

P. Kneedler read the mission statement.

ANNOUNCEMENTS

- The second night of budget presentations to the School Committee will be tomorrow, February 7th at 7:00pm in Meeting Room C at Ipswich Town Hall.
- The Mutual Concerns Subcommittee will meet on Tuesday, February 12th at 7:00pm in the Town Manager's Conference Room at Ipswich Town Hall.
- February vacation for students is February 18-February 22nd. All district offices will be closed on Monday, February 18th.
- The Public Hearing on the proposed FY20 school budget will be on Thursday, February 28th at 7:00pm.

CITIZENS' COMMENTS

Citizen 1: How have the bursting pipes been handled?

- Facilities Director who works with school and town is looking into the matter
 - Will be evaluating all systems and identifying significant issues
 - There are a variety of reasons for the failures including a lack of insulation
 - There have been immediate steps taken for fix problem
 - In process of developing a plan for prevention

Citizen 2: Is maintenance of the buildings part of the budget?

- Yes. Maintenance comes in the form of capital projects and from the school budget

Citizen: Is the Winthrop boiler part of the solution?

- School Dude is looking at all systems in all buildings
- Money is set aside in the budget for work at all the schools
- Triage for problems will continue to happen

SPECIAL ACKNOWLEDGMENTS

Dr. Blake acknowledged the School Counselors for all their work in recognition of School Counselor's Week. He also thanks the administrators for working hard on FY20 proposed budget.

III. SCHOOL COMMITTEE PRESENTATIONS
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A. FY20 Budget Presentation

Dr. Blake presented the proposed FY20 School Budget noting that this was a collaborative effort between the leadership team to meet the current and future needs of the students while also meeting the budget target and needs of the community.

Ipswich Strategy for District Improvement:

- Vision- Ipswich Public Schools inspires all students to embrace the power, wonder, and joy of learning.
- Mission Statement- IPS aspires to empower all students to be global citizens who are effective communicators, analytic problem solvers and savvy consumers of information. We propose to do this through an emphasis on communication, critical thinking, creativity, self-management, perseverance, and collaboration. Students will be active partners in authentic learning, offering voice and choice in demonstrating competency.

Objectives:

- The budget was built using the Strategy for District Improvement as the foundation for requests and future work. The three objectives include:
 - Meeting the needs of all students
 - Creating innovative learning environments
 - Building a connection to the global community

Five Year Budget Plan

- When the FY16 budget was built, these were some of the priorities-
 - Elementary School-
 - Reasonable class sizes
 - Art and music
 - Library and media
 - MS-
 - Reasonable class sizes
 - Middle school model
 - Social and emotional support
 - World languages
 - HS-
 - Reasonable class sizes
 - Varied course offerings
 - Art and music
 - Pathways
 - Central Office-
 - Director of Teaching and Learning
 - Tech and STEAM
 - Teacher leadership
 - Birth to Three
 - Building maintenance
- It is becoming more difficult to maintain these areas given increasing costs.

Budget Considerations

- FY20 will be the 5th year of the override and the district is going to try and extend it
- PD budgets are down in more areas and will rely more heavily on grant funding and partnerships
- New England BioLabs TIF agreement ends which funds STEAM Showcase
- Recreation Department will no longer be school programs
- Transportation needs/concerns
- Attempting to add 2 FTE for new programs through grants
- Fixed costs continue to rise
- As the process continues, health costs may go down, but Special Ed costs may rise

New Priorities in Changing Times

- Social/Emotional supports
- Digital literacy/computer science
 - 1 FTE Technology Integration Specialist
- Project based learning opportunities
- Standards based work
- Co-teaching model
- Student supports for academic success

- PBL, standards based curriculum and co-teaching are all part of the norm now
- Budget allows to continue delivering services, not not for innovative practices or new initiatives
- Looking to consolidate the preschools in this budget

FTEs

- Not all FTEs are created equal
- Most changes to FTEs occur in the professional support staff and specialists based on the needs of the students
- This budget includes an overall increase of 2.5 FTEs across the district

Total Budget

- \$33,575,401
 - Base budget- \$33,194,647
 - Stabilization Fund- \$380,754
 - Outside funds and grants are also used to supplement the appropriated budget
 - Overall increase of 3.79%
- Education Stabilization Fund
 - Cash balance of \$2,329,942
 - If used as planned for FY20, \$1,949,188 will carry forward to FY21
 - May increase with additional funds carried over at the ATM plus interest earned

Use of Outside Funds to Support Budget

- Preschool-
 - Budgeted less to come from Preschool Revolving Account
 - Combine two locations for cost savings on salary and materials
 - Not sure impact of one school will be on tuition revenue
- Athletics
 - \$30,000 decrease from Athletic Revolving Fund and moved to appropriated budget
 - Cover cost of transportation
- Choice
 - \$300,000 will be used for health insurance
 - Increase of \$37,000 for district IT hardware
 - Four virtual host to run all district servers and applications
- Circuit Breaker
 - \$363,717 will be used
 - Equal to amount of reimbursement which will be received in FY19
- Town Capital
 - \$50,000 increase for Erate purchasing

Federal and State Grant Funding

- Small increase in grant funding
- Title IVA used to support all students, especially vulnerable students
- Funded Girls, Inc., AP exam costs for low income students and PD for chronic absenteeism

Choice Fund

- Cash balance- \$958,420
- Total expected revenue FY19- \$303,165
- 14 Tuitioned Out students - assessment will be \$93,644
- Planned Expenditures -
 - \$300,000 for Health Insurance,
 - \$97,500 for district-wide hardware
 - \$75,791 is slated to be spent at the building level in accordance with the choice policy which provides for discretionary expenditure by the principals.
 - It is anticipated that the fund balance will be apx. \$782,384 at the end of FY20

Circuit Breaker Fund

- Cash balance- \$953,307
- \$892,068 planned expenditure for FY20
 - Based on expected reimbursement amount determined by DESE

Fixed Cost

- Retirement \$1,057,840 - Payment made annually to Essex County Retirement for all non-professional staff. Increase of \$66,259 based upon current plan enrollment.
- Medicare \$313,200 - Increase of \$23,200. Budgeted amount is based on FY20 Staff list.
- Sick Leave Buy-Back \$20,000 - Budgeted at last year's amount, no increase
- Unemployment Compensation \$230,000. Significant increase due to under budgeting in FY19 (apx. \$40,000 short) and an estimate based on planned reductions next year.
- Life Insurance \$1,800 - Remains the same, no increase
- Health Insurance \$3,145,113 from Appropriation and \$300,000 from Choice. Currently budgeted at a 4.15% increase. According to Sarah Johnson, the increase may prove to be as low as 0% for next year. We are awaiting final rate information from MIIA.
- Insurance (Liability and Package) \$124,000 - Additional budget of \$12,334 is to cover insurance premium increases

Health Insurance Expense

- Total Budget for Health Insurance \$3,445,113. (4.15% increase over FY19)
- \$3,145,113 from appropriation, \$300,000 from Choice
- Only the EDP and Tiger Tots pay for employee Health Insurance from their own Revolving Funds. Everyone else is paid for with district funding.

Special Education Expenses

- Drivers are out of district placements
- Not major increase in appropriated budget, but relying more heavily on Circuit Breaker Funds
- Appropriated budget realigned with reductions in legal services and professional

development and an increase for transportation expenses

Compensation for All Staff

- Included are salary and contractual compensation (stipends)

Professional Salary

- Salaries for administrators, teachers and program director
- FY20- \$16,273,366

Paul F. Doyon

- Stable enrollment projections when you account for the consolidation of the preschool program
- Highlights:
 - Budget decrease of 0.41%
 - Decrease in FTEs due to consolidation of preschool
 - Level or slight decreases in other funding lines
 - Maintaining support for social/emotional learning
 - Maintaining co-teaching model
 - STEAM interwoven in curriculum
 - Special Education summer program cost decreases as result of new negotiated contract

Winthrop School

- Stable enrollment projections
- Highlights:
 - Overall increase in budget of 1.67%
 - Shifts in personnel resulting in 1.32 FTE decrease
 - Maintains support for social/emotional learning
 - Maintains funding for programmatic support
 - Maintains co-teaching model
 - Special Education summer program cost decreases as result of new negotiated contract

Middle School

- Stable enrollment projections
- Highlights:
 - Overall budget increase of 4.78%
 - Increase of 4.24 FTE due to incoming student needs and maintaining the Middle School model
 - Moved to a Humanities/STEAM Model that continues to support Teaming
 - Many supply and textbook lines cut to help contain the budget increase
 - Continue co-teaching model
 - Will have heavier reliance on Payne grant this year for PD
- Notes:
 - A lot of innovative project based learning happening
 - Supply lines decreased because materials were purchased last year

High School

- Decline in enrollment as the 8th grade class is smaller than previous classes

- Highlights-
 - Increase in FTE of .85
 - Level funding or reductions in many lines
 - Maintain support for students with social/emotional needs
 - Maintain co-teaching model
 - Maintains elective offerings and pathway opportunities
- Notes:
 - Educational Funds are not used in this budget, but left as discretionary funds managed by HS principal

District Wide Building Operations

- Budget increase of 6.56%
- Highlights:
 - Electricity budget increased due to loss of wind turbine credits
 - Attempted to level fund where possible until Facilities study is complete
 - Maintains funding for 1.0 Asst. Facilities Director and .5 Facilities Director shared with the Town
 - Includes a \$10,000 set aside for wind turbine repairs

District Wide and Central Office

- Increase of 7.2%
- Contains reserve funding for anticipated contractual increases
- Increase 1.0 FTE Integrated Technology Specialist
- Technology increases due to availability of E-Rate funding
- Contains significant increase in Fixed Costs (\$427,179)
- Budget contains increases for contract settlements
- Includes a request for an Integrated Technology Specialist
- This budget includes fixed cost increases

Questions:

- What did the TIF agreement fund and will the district be getting that again?
 - Funded district STEAM work
 - Would like to reach out to NE BioLabs to discuss continuing the agreement
- Some buildings have addressed Social Studies materials and some have not. What is the district doing?
 - By the end of 2019, the goal is to unpack the standards
 - Currently ahead of the game
 - FY20 is a planning year
- Where are we at with the Payne Grant for World Language at the Elementary Schools?
 - A committee has been formed to develop a plan
 - Will make a presentation at a future SC meeting
 - Goals, direction and staffing will be discussed
 - If the position cannot come from a Payne grant, the program will stall
- More details on the Integrated Tech Specialist
 - Service grades K-12
 - Needed to meet the needs in the district

- Does the budget get you closer to meeting your three education goals from the strategy for district improvement or will we come close? Does the budget meet the needs? With reductions in supplies, how can you be innovative?
 - Staff are the most valuable resource
 - Made investments in materials and PD in the past
 - Need to be creative in funding
 - Winthrop has changed models to meet goals and used support specialists in different ways
 - It's a blessing and a curse to have grant funding available
- Explain the increase in FTEs at MS
 - Student needs carried from elementary schools
- Speak to MS Model with Co-Teaching and declining enrollment
 - Co-teaching and model is a philosophy and not entirely based on numbers
 - Cutting teachers blows up the model
 - Pulling the model will be a disservice
- How are the RTI models at each building reflected in the budget?
 - Grade level assessments at MS
 - Groups meet every Monday at Doyon
 - Look at data all the time at Winthrop
 - RTI teams meet weekly at HS
- What are the benefits of co-teaching? How do you tease out data on the benefits?
 - Based on data from 6 years ago to now, there is a decrease in the gap between high risk students
 - Regular ed students are performing at a higher rate
 - Statistics are hard to tease out
 - Teachers are coming together to write curriculum with each other
 - Creating tiered components in all units of study
- If there was more money in the budget, what would schools want?
 - Additional staffing for BRYT program
 - Foreign language programs
 - Custodial staff
 - Increased PD budget
 - The ability to take more risks
 - Upgraded technology
 - Food service director at elementary level
 - More flexibility
 - Transportation
 - Washer and dryer
 - "Stuff" for PBL
 - Hall monitor at HS
 - More support for social/emotional learning
 - Assistant principal at elementary schools

- There were several questions for each school about budget lines related to summer programming, after school activities, athletics at the middle school and transportation costs
 - Dr. Blake mentioned that several budget lines were reduced only to rely more heavily on grant funding
- District Wide- why was the PLC funding eliminated?
 - Funding PLC itself, just not the facilitators
- School Choice Long Term Plan?
 - The revenue coming in vs. what is expended gap is getting larger
 - If spending continues, money will be gone in 2 years
 - Seeing fewer kids coming to Choice
 - If funding is down, limit innovative practices
- Speak to the number of tuitioned out students
 - Can look at the people coming leaving, but can't project people coming in

Citizen Comments:

- What is the deficit when funding is down?
 - Tough question- 800,000-900,000 deficit
- Is planning happening now for another override? What is the contingency plan if an override doesn't happen?
 - Planning has been taking place within the budget subcommittee
- Will the change in the funding model with the state benefit Ipswich?
 - Too early for that discussion
 - State funding won't cover costs
 - Not targeting Ipswich
- Will there be a reduction in slots at the preschool?
 - Based on current numbers, there will not be a reduction
 - Would like to be transparent with the community about preschool information
- There was also comments made about the future budgets and the need for an override.

B. Hopping moved the School Committee to take the FY20 School Budget under advisement, seconded by H. O'Flynn. The motion passed by roll call vote: 7 Yes, 0 No.

IV. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

Done.

B. SCHOOL COMMITTEE REPORTS

1. NEW BUSINESS*

None.

V. CONSENT

A. CONSENT AGENDA

S. Player moved the Ipswich School Committee:

- to approve a \$500 donation to support FRC Robotics Team to be deposited into the High School Gift Account
- to accept a \$1,500 donation to support FRC Robotics Team to be deposited into the High School Gift Account
- to accept a \$500 donation to be used for the purpose of purchasing art supplies at the Middle School to be deposited into the Middle School Gift Account

Seconded by B. Hopping. The motion passed by roll call vote: 7 Yes, 0 No

<h2>VI. ADJOURNMENT</h2>

B. Hopping moved, seconded by Ms. Zito to adjourn the meeting at 10:02 PM. The motion passed by a roll call vote: 7 Yes, 0 No.