

Ipswich School Committee
Thursday, September 19, 2019
6:00 PM
MS/HS Ensemble Room

OPEN SESSION
Meeting Minutes

Members Present: Mr. Hopping, Mr. Whitten, Ms. Gilliam, Ms. Kneedler, Mr. Stevens, Mr. Nysten, Dr. O'Flynn

6:12pm Meeting called to order by Mr. Hopping.
Read Motion to meet in Executive Session: Mr. Hopping; 2nd Mr. Nysten;
Roll Call vote, unanimous

OPEN SESSION RECONVENED

7:57pm Called to order: Mr. Hopping
District Mission Statement: George Gallagher
Announcements: Mr. Hopping
Citizens comments - None
Special Acknowledgements

- Dr. Hart hahaha: none
- Mr. Hopping received an email from Stephen Miles, Ipswich Junior Sailing Program, regarding Lucas Goldsmith & Brendan Hopping as part of Robotics Team and summer project (IRWF/Biolabs funded) to develop an automated water quality sensing device. George Gallagher explained the Robotics team participated in past years' summer project. This year, concerned about area clam flats toxicity. Project will be ongoing throughout the year, taking data samples, measures salinity where fresh/salt water meet, which could increase clam flats area significantly. Applying for another Biolabs funding opportunity. - Wicked Local feature this week.

8:02pm Student Representative Report: George Gallagher

- Thanks to all of the Adjustment Counselors & Guidance Office for getting students into classes wanted/needed.
- Students are upset w/the Attendance policy (sick days needing doctor note) and he hopes to see a resolution.

8:04pm Superintendent's Administrative Report - defer until later in meeting in order to get to Middle School guests

8:05pm Middle School Leadership Team Introductions: Mr. Hopping

- Read Sean Fitzgerald's bio
- Read Kathy McMahon's bio
- School Committee members welcomed them
- Mr. Hopping asked that they briefly share comments about school opening, entry plan

- Mr. Fitzgerald started at the end of July; timing was valuable; was shown the ropes; Kudos to Jim DePue for Aspen training/schedules; off to great start; great to be back “since 20 years ago I was one of them”. Kathy has been great, approachable, hit the ground running. Staff is great as well, holding him accountable.
- Ms. McMahon stated it has been great working with Sean and it is nice that he is getting to know the building, staff, & students. Kudos to him. It has been a great start from students, faculty, parents. There is a strong culture/leadership/trust; received great feedback so far. The action plan for the next few years includes looking at Humanities, report card system, self management; middle school model. It has been a smooth start.
- Dr. O’Flynn is excited to see both of them in school - wishes he had student in MS. He completely respects ideas of a MS model and will seek their input to get to common ground.
- Mr. Whitten asked for a definition of “middle school” for parents (Ms. McMahon said statement would be coming out next week) and ensure that report cards are still reportable for college even though you are changing them because of project-based assignments.
- Mr. Nylen asked if collaboration between the middle and high schools and work on transition will continue?

8:18pm

Middle School Field Trip Request: Ms. McMahon

- Grade 6 Ecology F/T to Poland Springs. Annual tradition 3 nights, team building experience. Ferry Beach closed and suggested Poland Springs. Worked well last year, maintained same level of learning. Staff are willing to be there sharing these experiences. 4/28-5/1. Question regarding distance to coast since these students live on the coast; looking at wildlife/forestry instead. How much is cost an issue for those who do not attend? If financial, money is set aside for scholarships; usually don’t attend for emotional reasons.
- **Motion to support 6th Grade Ecology Field Trip to Poland Springs:** Mr. Whitten; 2nd: Mr. Stephens; vote unanimous

8:25pm

Educator Evaluation Review & Approval: Dr. Blake with Kathy McMahon

- The two sides came to an agreement regarding changes; union ratified already; need approval by School Committee.
- EdEval system changed 5-6 yrs ago, no formal review. This was 1st formal review. Administration & teachers saw issues and made these changes. Full staff have not seen changes yet. Intention was to streamline. Teachers work hard and they want to honor that work. Kathy feels it is still too cumbersome to have to report on every teacher, every year - would rather write about continuous improvement rather than documentation. Clarification of announced and unannounced (unscheduled).
- **Motion to accept the new Educator Evaluation Agreement:** Mr. Whitten, 2nd: Ms. Gillam; vote unanimous

8:33

Financial Update - Ms. Cuff

- Budget process, assessment of CHOICE revenue earned previous year; worksheet student activity account balances - schools to open & close accounts, CHOICE funds declining
- Clarification: Once Class accounts are closed, the money becomes the property of the Class Treasurer.
- **Motion** (by school):
 - To close Doyon Classes of 2005 and 2026 accounts and establish Class of 2032 account: Dr. O'Flynn; 2nd: Mr. Stephens; Vote unanimous
 - To close Middle School Class of 2023 account: Ms. Kneedler; 2nd: Ms. Gillam; Vote unanimous
 - To close the High School Computer Club Activities Fund; Classes of 2016, 2017, & 2019 accounts and return funds to the students; and establish the Class of 2023 account: Ms. Gillam; 2nd: Mr. Nylen; Vote unanimous

8:40pm

Special Town Meeting Warrant: Mr. Hopping - Intent is to go through the articles, decide whether to vote, and assign speaker. He also contacted Ethan regarding zoning board articles - will share later

- Article 1 Town Budget: **Motion to approve:** Mr. Stephens; 2nd Mr. Nylen; Vote unanimous
- Article 2 School budget (Ch 70): **Motion to approve:** Mr. Whitten; 2nd: Mr. Stephens; Vote unanimous (Mr. Hopping to speak)
- Article 3 Appropriation to Essex Tech: Position to be taken at Town Meeting once final numbers are received (Ms. Kneedler, speaker)
- Article 4 Municipal Harbor Plan - no position
- Article 5 Off Street Parking Amendments - no position
- Article 6 Zoning "Freeze, Flood District" - no position
- Article 7 Zoning Setback Rule - no position
- Article 8 Zoning Board of Appeals - no position
- Article 9 Amendment to Town Charter regarding Acting Town Manager - Craig ?, Chair Government Study Committee, presented. Charter is 53 years old. 2 year study committee summary and recommendations. Intent for absence of Town Manager for vacation, illness, etc. Select Board will be able to appoint QUALIFIED EMPLOYEE (FinCom wording)/CAPABLE PERSON (Select Board wording) in place of Town Manager. Select Board voted 5-0 to approve this change. **Motion to approve:** Mr. Whitten; 2nd Mr. Nylen; vote unanimous
- Article 10 - no position
- Article 11 Change Warrant Procedures: **Motion to approve:** Mr. Nylen; 2nd Dr. O'Flynn; Vote unanimous
- Article 12 Citizens Position - No position
- Waterways study warrant was withdrawn by Select Board on Monday

8:59pm

School Committee Goals (slideshow)

1. Communications: Ms. Gillam
Quarterly newsletter, Meet & Greets, Website, Social Media
(AMBITIOUS - SLOW AND STEADY, FOCUS ON QUALITY)

GRAMMATICAL CORRECTION: To improve access to and frequency of information about IPS for the community-at-large throughout the 2019-20 school year.

Motion to approve: Mr. Whitten; 2nd Dr. O'Flynn, Vote unanimous

2. Budget: Dr. O'Flynn

Mr. Hopping wants to add an action item: to build ½ hour into 2nd meeting of month to update the school committee

Wordsmithing: Change from year end to “year’s end”

Motion to approve: Mr. Nylén; 2nd Ms. Kneedler; Vote unanimous

3. School Facilities: Mr. Nylén

Eliminate Action Item 1, include in Action Item 3 - clarify timeframes

Amend short-term goal to SCHOOL FACILITIES, long-term goal change “may” to “will”

Motion to approve: Ms. Kneedler; 2nd Dr. O'Flynn; Vote unanimous

4. Vision 2030: Mr. Nylén

Vote on concept and work on wordsmithing

Motion to approve: Ms. Gillam; 2nd: Dr. O'Flynn; Vote unanimous

9:26pm

Town Strategic Plan Discussion

Mr. Nylén to be representative to Strategic Plan Working Group

Motion to approve: Mr. Whitten; 2nd: Ms. Gillam; Vote unanimous

9:29pm

Motion to Re-appoint Dr. Blake to the NEC Board of Directors: Mr. Nylén;

2nd: Mr. Stephens; Vote unanimous

9:31pm

Superintendent's Report: Dr. Blake

- TriBoard meeting
- Facilities updates
- MCAS results release with Tracy Wagner
- Administration Team
- Teacher contract concerns (language not clear)
- NEC Board of Directors
- Parent Meeting re: Destination Imagination expansion to other schools
- Attended 1st Aid/CPR Class
- Athletics Director Meeting
- North Shore Superintendents' Roundtable
- Teachers re: personnel issue
- Dr. Hegedus re: Special Ed and Transportation
Met w/Town Manager & HS/MS Administrative Assistants
- Parent meeting re: high school teacher complaint
- Town & Central staff met regarding Harpers Time & Attendance module
- EdEval Training @ CREST
- EEE Outbreak - notified last night alert raised to HIGH. All parks/fields closed 15 minutes before dusk and coaches were made aware last night. This morning, Central Office received calls regarding recess, outdoor activities, so made the

decision to cancel both today and tomorrow including PE classes. Health Dept. spraying overnight on Friday. Latest testing results will be released on Friday; made decisions based on info he had at the time.

9:41pm Vouchers & Bills: Ms. Cuff - All set

9:42pm Committee Reports

- Most have either not met or will be meeting before the next SC Meeting.
- Audit Committee met once. Will issue set of management findings - don't have any as yet. Thanks to Ms. Cuff and Central staff, and Sarah Johnson & town staff. Focus on town & schools IT security. Discussion about free cash, expect \$1.8 million, could have the amount DOR certified by October. Ms. Cuff clarified setting up new stabilization fund rather than reserve; \$100,000 toward capital projects; 25% goes to overhead operations.
- STEAM Team Committee met to discuss this year's showcase - 12 members

9:47pm New Business: Mr. Hopping received an email from John Blair, ELD regarding installation of solar panels on IMS/IHS roof. Mr. Whitten would not put solar panels on 20 year old roof, so it should be replaced first, use caution regarding expense. ELD to hire engineer on their dime to check status of roof.

9:50pm Consent Agenda: Mr. Hopping
Motion to approve: Mr. Whitten; 2nd Ms. Kneedler; Vote unanimous

9:52pm **Motion to Adjourn:** Mr. Nylan; 2nd: Mr Stephens, Vote unanimous