

**IPSWICH SCHOOL COMMITTEE MEETING
MAY 1, 2014
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

OPEN SESSION

CALL TO ORDER

Chair B. Hopping called the meeting to order at 7:03 p.m. with the following members present: J. Bauman, S. Gresh, C. Nysten, and S. Player. Also present were Superintendent Hart; and Student Representative M. Werner. H. O'Flynn joined at 7:15 and R. Roesler at 7:30 p.m.

ANNOUNCEMENTS

Mr. Hopping read the following announcements:

Executive Session will not be held this evening.

Policy Subcommittee will meet on May 5, 5:30 p.m., Payne School

Athletic Subcommittee will meet on May 13, 6 p.m., MS/H Guidance Conference Rm.

School Committee will meet on May 15, 7 p.m., M/H School Ensemble Rm.

Town Meeting takes place on May 13, 7 p.m., PAC Center

Town Elections take place on May 20, at the YMCA

Mr. Hopping commented that a second night, Wednesday, May 21, should be reserved to finish Town Meeting.

CITIZENS' COMMENTS

Kerry Zagarella, Co-chair of IEA, informed the Board of a muralist in residence for two weeks at the Winthrop School, creating a mural from the children's pictures, a wonderful incorporation of literature, science, and the arts. Also, she said the 5th graders practicing their ballroom dancing with "box" steps, thus incorporating math and the arts, had a great performance. Dr. Hart attended the ballroom dance affair in the gym and was pleased with the community turnout and the kids' enjoyment, being dressed up and dancing.

HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

Madeleine Werner reported that a group of high school students will babysit the night of Town Meeting for parents who wish to attend and vote on the override. They should contact Maddie or Zoe so that more parents can attend—the more the better.

She also reported that a Feoffee Grant has allowed a High School garden plot which will break ground on May 17 at 10 a.m. Geometry and biology classes actually used their skills for the best use of space between the track and the Project Adventure field. Eventually, the hope is to produce enough food to serve it in the cafeterias.

A. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Dr. Hart today, submitted four Feoffee Payne Grant applications which include 21st Century Curriculum Development, Professional Learning Community, Classroom Technology, and Student Leadership in creating sustainable environments in Ipswich.

He met with elementary parents on April 29th to review the override budget proposal, outlining the vision for Ipswich, the funding changes, and how aligning resources will create a model district over the next five years. Several parents felt better informed to speak with friends and family and the broader Ipswich community.

Three finalists for the Director of Pupil Personnel Services position have interviewed, two emerged and references are being checked. He hopes to introduce the person at the next School Committee meeting.

I. SCHOOL COMMITTEE PRESENTATIONS

B. REVIEW OF FINCOM MEETING, 4/24/14

Mr. Hopping and Mr. Nylen spoke to the School Articles on the Town Meeting Warrant and garnered unanimous support for all the school articles. The article calling for an independent audit was discussed at length, and an amendment to it will be proposed by the Finance Committee. Mr. Nylen said that the petitioner had declined to attend the meeting. A suggestion was made to take the article under advisement, appoint a committee to look at creating a process for the schools and the Town, but consensus was to postpone indefinitely. Mrs. Bauman wondered if the audit issue should be referred to the Long-range Financial Planning Committee; Mr. Nylen commented that there was discussion of the committees already existing in the community to discuss it.

Mr. Hopping did a quick review of the Warrant Articles which involve the School Committee. Mr. Hopping will present the 3.65% School budget in Article 9; Mr. Nylen will speak to Article 10, the school override. Articles 11 and 12, the Whittier and Essex Technical schools, will be addressed by Dr. O'Flynn. Article 16 will be addressed by Mrs. Roesler; and 17, by Dr. Gresh. Article 20 will be addressed by Mr. Nylen; Article 32, by Mrs. Bauman; and Articles 33 and 34, by Ms. Player.

C. UPDATE ON DISTRICT INITIATIVES

1. REVIEW AUDITS

(a) Dr. Hart reviewed the **Human Resources** audit, the purpose of which was to analyze the administration of human resources in the area of redundancy between municipal and schools. Results found that the two systems did not conflict except for the accounting. Both branches of the Town have participated in Munis training and there has been a fair amount of cooperation. Safety training has taken

place in the last two years with MIAA (insurance) involvement where both the Town and school personnel attended, resulting in reduced annual insurance costs. (UMASS Boston Center of Public Management, October, 2010).

(b)The Mass. Dept. of **Energy** and Resources helped with identifying conservation measures that could be implemented in Ipswich. Findings resulted in Winthrop School's boiler microprocessor pipe replacement in the ceiling, tightening up the school itself, installing a new water heater, and replacing six exterior doors.

At the Doyon School, a generator was replaced, classroom electrical upgrades made for energy efficiency, three-way valves were installed in the boiler and HVAC controls were replaced.

The Middle/High has replaced overhead garage doors with energy efficiency, areas have been insulated and sealed, the domestic water heater has been tightened, and there are lighting upgrades in the gym.

Mrs. Bauman asked for figures for determining savings with all of these upgrades. The Electric Light Dept. was very involved with the Middle/High. Mr. Hopping commented on uneven heating noted by teachers; Dr. Hart reported that Mr. Hodge is addressing it.

(c)The Mass. Assn. of School Business Officials and the Mass. Nutritional Assn. did a scope of work (May, 2013) and provided the **Food Services** program for all schools, having spent two days on site and reviewing a large survey of documents. The district will be installing a new "point of sale" system. A new system for ordering commodities will decrease costs. The elementary schools each received new convection ovens this year. Training regarding State regulations, food safety procedures and menu planning were given. Contract negotiations took place and staff reductions were made at the end of the 2013 school year; two eliminated and hours reduced for others with a saving of \$45,000. Mr. Hopping asked for an update on unpaid charges for lunches by parents.

(d)New England School Development Council (NESDEC) spent a good part of last fall examining the **facilities** and gave a final report last February on staffing levels, equipment, building inspection, cleaning supplies, etc. The M/H school was found to be significantly understaffed. A part-time custodian and a weekend custodian have been added. A Head Custodian (internal change) will be appointed in each of the three buildings. Every custodian has a daily cleaning schedule and a checklist for every day. Because the right equipment wasn't available, a rental agreement has made possible a Zamboni (which allows one custodian to do the work previously requiring many man hours by more than one custodian), two scrubbers, and two carpet extractors. Training for each custodian has included hazmat, pathogens, and basic custodial training. Each custodian is evaluated and gets regular feedback. Goals are quantified and measured. Building inspections are done regularly and recommendations for repairs made by Mr. Hodge. Faulty and/or broken equipment has been fixed or replaced in the lavatories. Green products are

being used. Dr. Hart commended Mr. Hodge. When asked how often Mr. Hodge was on site, Dr. Hart said his objective was to accomplish the goals. Principals the other day reported that the facilities are better.

(e)On **Choice**, Dr. Hart mentioned that a NESDEC representative will attend the Policy Subcommittee meeting at 5:30 p.m. on May 5. Questions to be asked are: Where is Choice having a positive impact? How is transfer enrollment impacting? Where are the challenges? What about the staffing patterns? Questions and feedback will be forthcoming.

The Special Education audit, not on the list, will have to be done later. Teacher assistants were overstaffed but professional staff was understaffed. As a result, realignment took place to satisfy the support services. The report is fairly significant as to what the Special Education community is doing.

Mr. Hopping and Mr. Nysten agreed with Mrs. Bauman regarding the information for the public to absorb. Reports are published on the website. Mr. Hopping reminded that each of these audits were done independently by outside people. Dr. Hart promised to get figures on the costs of these audits. Mr. Nysten also mentioned how many professional technology outsiders in the community came in to recommend the whole technology implementation plan, eliminating frivolous spending.

D. STAFFING CHANGES: OVERRIDE VS. NON-OVERRIDE

Dr. Hart commented that what gives the best experience for the students is the program that is planned. He used a Powerpoint presentation showing losses and gains as follows:

DOYON:	<u>Losses</u>	<u>Gains</u>
	2.0 FTE (Fulltime equivalent) classroom teachers	Librarian/media specialist/ curriculum coach
	.15 FTE strings teacher	.2 FTE art teacher
	3.2 " teaching assistants (TAs)	.6 " math specialist summer academic support instruction
		--and the return of the <u>losses</u>

WINTHROP:		
	1.0 FTE classroom teacher	Librarian/media specialist/ curriculum coach
	1.0 " SPED "	Foreign language exploratory program
	1.0 " Behavior specialist	Progressive math program
	.16 " Fine Arts teacher	

WINTHROP (cont.):	<u>Losses</u>	<u>Gains</u>
	.15 " strings teacher	summer academic support
	2.5 " TAs	instruction
	.32 " custodian	reading/math specialists & tutors
		-- and the return of the <u>losses</u>

MIDDLE:	<u>Losses</u>	<u>Gains</u>
	1.0 FTE World Language teacher	1.0 FTE guidance/RTI specialist (Response to Intervention)
	1. " English teacher	1. FTE SPED teacher
	1. " health teacher	1. " social studies teacher
	2.8 " TAs	.3 " reading specialist
		.2 " adjustment counselor
		-- and return of the top three <u>losses</u>

HIGH:	1.0 FTE SPED teacher	1.0 FTE writing teacher
	1. " social studies teacher	1. " technology teacher
	.5 " behavior specialist	1. " RTI/math teacher
	.2 " math teacher	1. " transition specialist
	.2 " technology ed. teacher	.6 " increase Athletic Director
	4.0 " TAs	1. " performing arts teacher
		.15 " social studies teacher
		-- and return of the top five <u>losses</u>

DISTRICT:	.5 FTE secretary	1.0 FTE technology director
	.5 " technology specialist	.5 " increase to SPED Director
		1.5 " custodian, MS/HS
		-- and the return of the two <u>losses</u>

Dr. Hart said that, of the \$27 million budget, only \$650,000 is allocated to increases, but it has the ability to bring his and the School Committee's vision to fruition. Mr. Hopping wanted made perfectly clear that the allocation represents only an increase of 2.5 FTEs. As the Fin Com states, \$2.1 million would add nothing and the schools would be the same as they are now. Dr. Hart specifically mentioned the subject of math: the budget will give a boost to the kids who need it and to those inclined in math, an extra boost.

E. 2013-14 ACCOMPLISHMENTS

Dr. Hart reviewed the district-wide vision where hundreds of students, parents, teachers and administrators participated in the process. Twenty-five teachers analyzed the stakeholders' input. Twenty-five teacher leaders from each district school attended five-day curriculum workshops and a full-day district professional development day was presented to all faculty. Provided by Feoffee grant funds, a curriculum institute is planned for June 25-27 and July 1 and 2 as an opportunity for district teachers to get some training from those 25 teacher leaders across the district. Seven new Feoffee grants, an absolute game changer, will allow technology in every classroom and give embedded support for juniors in an SAT prep course. Student leadership, internal professional development for each teacher, and sustainable education to pull the whole community together in building a sustainable future are included in the grant applications. Also, district-wide professional learning communities and 25 leaders from district schools continues as well as a complete technology infrastructure rebuild, Payne Grant for classroom tools, and teacher technology leaders. The long-range plan connects educational goals with financial support. Reasonable resources are needed to fulfill a plan that has a strong innovative position—being proactive, aligning resources and planning for the short and long terms. "This is the manifesto that can bring these schools in the next five years to be a model for the State," he said.

II. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE

2. ATHLETIC FIELD STUDY COMMITTEE

3. BIRTH TO THREE SUBCOMMITTEE

4. BUDGET SUBCOMMITTEE

5. COMMUNICATIONS SUBCOMMITTEE

On the website: "Ipswich at a Crossroads"

6. DAY CARE CENTER SUBCOMMITTEE

7. GRANT COMMITTEES - PAYNE

Mrs. Roesler reported a need for a new Payne Grant member to replace her and need for a meeting date for the key players on June 1 or 2 to read the applications. Dr. Hart, in discussion about the funding amounts, quoted a \$600,000 figure for technology and added funds not expended in 2013-14, thus totaling \$1.1 million.

The Board discussed whether a money figure should be prioritized for the two types of grants. Dr. O'Flynn opined that organic growth should be allowed to continue for two more years and, with three-years' experience and a smaller allotment from the Feoffees, wise decisions could be made.

8. LONG-RANGE FINANCIAL PLANNING
9. MUTUAL CONCERNS SUBCOMMITTEE
10. OPERATIONS SUBCOMMITTEE

Ms. Player reported on finalization of the Superintendent's evaluation form which should be available to the School Committee by May 9. Individual assessments must be returned to K. Carleton by May 29, a rough draft on June 5 and final draft on June 19 (School Committee meetings). Dr. Hart has produced a portfolio of his accomplishments at Central Office.

11. POLICY SUBCOMMITTEE

Mrs. Roesler reviewed the procedure for revising the updated policy. Mr. Nylén moved, seconded by Mrs. Bauman, to accept for second reading and adoption, the updated Homework Policy (IKB). Need for teacher flexibility in today's classrooms must give relevance and meaning. Ms. Player hopes there will be communication between the two elementary principals so that what is appropriate for each grade works in both schools. UNANIMOUS.

12. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

Dr. Gresh gave mention to the SEPAC Advisory Group's president, K. Donovan, in his announcement of a meeting on June 26 in Lawrence on Rights Laws. He would like to have a corner on the website for regular notices like this.

13. TECHNOLOGY EDUCATION SUBCOMMITTEE

On May 12, Mr. Nylén and the Technology Committee will meet with Mary Burns, newly appointed, who will be providing feedback and guidance on the district's technology moves.

14. NEW BUSINESS

Mr. Hopping invited all Board members to the Dinner Bell, held every Monday night at the Masonic Temple. Five Board members plan to attend on May 12.

Mrs. Roesler asked for kindergarten enrollments for 2014-15 at the next School Committee meeting, and asked if Dr. Hart could write a letter to parents (to be included in weekly parent letters at the elementaries at least) updating them on awareness of the budget for 2014-15. Mr. Hopping remarked that the School Committee decided a long time ago to stress the mission of the school system with the assumption that the override would pass. Mrs. Roesler and Mr. Hopping asked for numbers on savings re forthcoming retirements within the district. Ms. Player asked about more students in the Educatius program. Mr. Hopping reported 29 students leaving Ipswich from 8th to 9th grade: 20 to Whittier and Essex Techs and 9 to private schools, and a survey is going out to parents re this movement.

Mrs. Bauman spoke of the vision and support of the new superintendent and the need to avoid an unstable school system and, hence, an unstable Town.

Dr. Gresh asked for a vote, not only for the schools, but one for Ipswich, where we are measured on how the Town supports its children and others in the community. He asked that people make sacrifices for the children in a fast-moving world and reminded the voters to get their neighbors to vote. Mr. Nylen acknowledged the hardships the override represents to some people but the alternative is far worse because the problem will only get worse over time.

Maddie said that the schools currently aren't what they used to be and urged citizens to ask students about class sizes and teacher losses.

Mrs. Roesler stated that, with circumstances beyond our control, a serious structure deficit exists which has been addressed by raising fees, cutting programs, and reducing staff. How low are people willing to go?

Dr. O'Flynn spoke of comparative and appropriate historical analyses with other similar school districts which have provided great statistics showing Ipswich's school needs. The other two Boards in Town support the School Committee. Ultimately, the responsibility of Ipswich residents as a community is to vote at Town Meeting and the ballot box, an important piece for the growth of the community.

Ms. Player expressed the point that its schools drive the vitality of the Town. While 80% of the residents don't have kids in the schools, home equities are affected by the schools. EBSCO potential employees have turned down a job because they don't want to raise a family here.

Dr. Hart said it is all pretty simple. Ipswich is a really special place and very special places need very special school systems. This vote is about realizing potential. We have this great opportunity to be a shining star within the State and beyond. When you put it into context, the investment is worth every single penny because it enhances the community because the kids here deserve to have a stellar education and we can do that.

Mr. Hopping cited his motto as an educator, a small sign now in his home that reads KIDS FIRST. The School Committee's responsibility is to advocate for children. Nowhere is it written that the responsibility as a Town stops with the children. As Maddie is living it every day and the talk is about wonderful things happening in the classrooms, it is often because teachers are paying out of their own pockets. Erosion is happening. The commitment to class size is at a tremendous cost to other things. If the override fails, we will be back. Ipswich should be a magnet, a lighthouse. It is time to refocus and make it happen.

III. CONSENT AGENDA

Mr. Hopping moved, seconded by Dr. Gresh, to accept the Consent Agenda as follows:

Acceptance of School Committee Minutes of 4/17/14, Open Session
Acceptance of check for \$1,000 from Ruth and Robert Satter Charitable Trust to
Birth to Three Family Center. UNANIMOUS.

IV. ADJOURNMENT

Mr. Nylén moved, seconded by Ms. Player, to adjourn at 9:47 p.m.
UNANIMOUS.