

**IPSWICH SCHOOL COMMITTEE MEETING  
JULY 17, 2014  
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

ICAM was televising the meeting.

**OPEN SESSION**

**CALL TO ORDER**

B. Hopping, Chair, called the meeting to order at 7:06 p.m. with the following members present: H. O'Flynn, S. Gresh, and S. Player. Also present were Supt. Hart, Finance Director J. Cuff.

**MISSION STATEMENT**

Matthew DiBello, the new IHS Student Representative, read the Mission Statement and spoke to why he is serving.

**ANNOUNCEMENTS**

Mr. Hopping read the following announcements:

An Executive Session will be held this evening to discuss strategy in preparation for collective bargaining.

Supt. Bill DeRosa, Whittier Technical High School, will meet the Board of Selectmen on Monday, July 21 at 7pm, Rm. A in Town Hall. Mr. Hopping encouraged all to attend.

The Committee will need to use the Rule of Necessity for Executive Session as B. Hopping has a conflict of interest. Ms. Player moved, seconded by Dr. Gresh, to invoke the Rule of Necessity.

**UNANIMOUS**

**CITIZEN COMMENTS:**

Scott Johnson, 12 New Mill Place, asked about the school audit, the status of the override, and a strategy for the depleted staffing. Several agenda items (Budget Update and Review of Tri-Board Meeting) will cover some of those, but the Committee has not discussed this yet. At a workshop next month, Mr. O'Flynn added that the group would review some of this. Mr. Johnson wanted to know what the priorities are.

**SPECIAL ACKNOWLEDGMENTS:** there were none.

**HIGH SCHOOL STUDENT REPRESENTATIVE REPORT:**

Matthew DiBello described the activities at school—sports, community band, and a math initiative with parents, teachers, and students.

**A. SUPERINTENDENT'S ADMINISTRATIVE REPORT**

Recently, 50 teachers worked on curriculum, and 22 attended professional development. 60 teachers created 60 units aligned with Common Core and Successful Habits of Successful People. For the summer, a number of the capital projects have begun—painting, repair, carpeting as well as other work to all schools and the Payne building. The schools are shifting to a new administrative system called ASPEN, and new technology equipment, paid by Feoffees funds, is arriving. The administrator's workshop is scheduled for August and will focus on success, challenges, and SMART (Specific Measurable Attainable Realistic Timely) goals.

Principal Dalton requested an extension on the accreditation and review of the High School, and NEASC (New England Association of Schools and Colleges) supported the change. With all the technology implementations, the extra time will be helpful.

Dr. Hart summarized some of the progress with the ASPEN software and which staff have begun participating and who will be trained later. There was a conversation about the teacher-parent communication and parental involvement. Students would not have access.

## **I. SCHOOL COMMITTEE PRESENTATIONS**

### **B. REVIEW BUDGET CUT DETAIL**

Schools will open, but there is a \$1 million cut resulting in the elimination of 11 positions and 14 support positions. Mr. Hopping thanked the staff for their assistance in making the reductions. He talked about increased class sizes and where the cuts would be at the elementary, middle and high schools. The arts, SPED (Special Education), languages, English, health, social studies, math, technology, and behavioral specialists as well as supplies were affected system-wide, diminishing educational capacity.

In particular, at the Middle School level, one team has two teachers instead of the usual four. The librarian will be teaching three classes. Creating next year's schedule at the High School will be a challenge, and of the 270 students applying for engineering or technology courses, only 218 of them will be able to take those classes. There were some concerns about having enough instruments for band, projections for FY16 now, using one-time funds, the upcoming Winthrop School project, and the goal of becoming a model school. As soon as school begins, the cuts will be real. Mr. Hopping thanked the dedicated Override Committee and other Town boards for their support.

Additional matters of concern include the SPED teacher and teacher assistant cuts which affect the learners who need more support and the Middle School model. Mr. Johnson wondered if there was a listing ready of where to spend when more money became available. Another issue was the free cash and the process to access those funds.

### **C. BUDGET UPDATE FY'15**

Ms. Cuff updated the Committee with details about the budget operations—purchases being made, computer entries, and new pay schedules. The budget for FY'15 is \$25,875,094, which is 3.28% increase over the FY'14. She indicated that 9 teachers retired, and the savings would be repurposed into other areas, but the unemployment budget has grown with the staff reductions. All revolving funds have positive cash balances including Choice and Circuit Breaker, which were higher than anticipated.

### **D. REVIEW OF TRI-BOARD MEETING**

Dr. Hart and Ms. Player attended the Tri-Board meeting, and he identified the next steps for the override might be framed around a \$2.5-\$3 million ask. There was dialogue about the cuts and the upcoming feasibility study as well as how to finance the study. Ms. Player went on to say how Bill Craft identified the school building timeline, and the Tri-Board outlined whether to utilize free cash or go with debt exclusion. The group will wait for the audit committee report before making that decision.

Richard Howard, Lakeman's Lane, mentioned that Jamie Fay of the FinCom is looking at a plan without using Free Cash, and Dr. Hart will contact him to readjust the calculations with the reductions in place for this year. With the feasibility study of the Winthrop School project in the fall, the Committee is planning an override in the spring.

#### E. FUNDING FEASIBILITY STUDY

Dr. Hart recapped the choices for paying for the feasibility study and if a Town Meeting vote and/or ballot vote are necessary for these. More discussion about the Town's capacity for a bond versus debt exclusion and budget splits is necessary. Even though State aid has risen, Mr. Hopping stressed that some categories (state aid, retirements, health costs, etc.) are difficult to project.

The feasibility study might cost \$600,000-\$1 million, and that would be for the Winthrop School only. The School Committee Building Committee (SCBC) could consider additional options.

#### F. SCHOOL COMMITTEE BUILDING COMMITTEE ASSIGNMENT(S)

There can be 15 members in this group including two from the School Committee (Barry Hopping and Sarah Player), one Massachusetts Procurement Officer (Joanne Cuff), the Town Manager, one administrator (Sheila McAdams), Facilities Director Bill Hodge, Supt. (Dr. Hart), one faculty member, and one from FinCom (Kevin Murphy). The rest will be members of the community with expertise in architecture, engineering, or construction experience. Others can apply, and the Board of Selectmen would choose the community representatives. Applications are due 7/18/14.

The timeline for the various phases is strict. The SCBC would form by 8/18; certain reports are due by 9/16 to the State where final numbers will be discussed. Eventually, the SCBC would decide to rebuild or construct a new facility, but the local vote to authorize the work must be completed by 3/16/15. Already someone at the Mass. School Building Authority (MSBA) has been assigned to work with the SCBC.

#### G. COLLABORATIVE FOR REGIONAL EDUCATIONAL SERVICES AND TRAINING (CREST) APPOINTMENT OF W. HART TO BOARD OF DIRECTORS FOR 2014-2015

Dr. O'Flynn made, and Ms. Player seconded, a motion to appoint Dr. Hart to the CREST Board of Directors. He summarized what he worked on as a member of the Board of Directors last year, and the vote was unanimous.

#### H. UPDATE ON MANNING FUND

Mr. Hopping explained how the Manning Fund, now at \$400,000, has to be managed, so he proceeded to talk with George Markos and Attorney Sheehan. The monies would roll into the Feoffees funds, but be kept under the Manning Fund name. Usually the schools use the money at their libraries, and legal counsel would have to sign off on the agreement.

#### I. SUPERINTENDENT'S FINAL EVALUATION

Presenting every step of the Superintendent's evaluation at a public meeting, Mr. Hopping read the summary evaluation. Under the new format, there are four ratings—exemplary, proficient, needs improvement, and unsatisfactory. Overall, the first year was a successful one, so the Committee gave Dr. Hart a "proficient" rating. Mr. Hopping gave comments about the vision, collaboration, learning skills and habits, problem solving and common purposes. One of the areas of concern is the importance of good communication at all levels. Copies of the evaluation are on file at the Central Office.

## **II. SCHOOL COMMITTEE REPORTS**

A. VOUCHERS/BILLS—vouchers were signed.

### **B. SCHOOL COMMITTEE REPORTS**

1. ATHLETIC SUBCOMMITTEE

2. ATHLETIC FIELD STUDY COMMITTEE

3. BIRTH TO THREE SUBCOMMITTEE

4. BUDGET SUBCOMMITTEE

5. COMMUNICATIONS SUBCOMMITTEE

6. DAY CARE CENTER SUBCOMMITTEE

7. GRANT COMMITTEES

Payne Grant Committee

Instructional Mini-Grant Committee

8. LONG RANGE FINANCIAL PLANNING—no School Committee member was present.

9. MUTUAL CONCERNS SUBCOMMITTEE

10. OPERATIONS SUBCOMMITTEE

11. POLICY SUBCOMMITTEE

12. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

13. TECHNOLOGY EDUCATION SUBCOMMITTEE

14. NEW BUSINESS

Mr. Hopping decided to postpone the organizational meeting until Aug. 14<sup>th</sup> when the entire board can select a new chair and a new secretary as well as handle the committee assignments.

The Audit Subcommittee is in the process of selecting members. Already, Nishan Mootafian (Board of Selectmen), Kevin Murphy (FinCom), and Carl Nysten (School Committee) have met several times to choose three community representatives. They received four applications, and then they chose all four candidates—Larry Seidler, Moriah Marsh, Steve Fortado, and Tom Doane. Each candidate has a varied background, and the group hopes to appear before the FinCom in August.

## **III. CONSENT AGENDA**

Dr. O’Flynn moved that the Ipswich School Committee accept the donation of \$1072 into the School gift account and to accept the minutes of June 19th meeting, and Ms. Player seconded the motion. The vote was unanimous.

## **IV. EXECUTIVE SESSION**

Ms. Player moved, seconded by Mr. Gresh, to go into Executive Session for the purposes of discussing strategy in preparation for collective bargaining and to discuss administrators’ contracts. Vote: Mr. Gresh-yes, Mr. Hopping-yes, Ms. Player-yes, and Dr. O’Flynn-yes. Unanimous.

Respectfully submitted by Cynthia D. Quinn, Minutes Secretary