

**IPSWICH SCHOOL COMMITTEE MEETING
AUGUST 14, 2014
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

OPEN SESSION

CALL TO ORDER

SENIOR IPSWICH SCHOOL COMMITTEE MEMBER PRESENT

B. Hopping called the meeting to order at 7 p.m. with the following members present: S. Player, C. Nylen, J. Bauman, F. Krason, and S. Gresh. Also present were Superintendent Hart, and Finance Director Cuff.

A. ELECTION OF IPSWICH SCHOOL COMMITTEE CHAIR, VICE CHAIR AND SECRETARY

Mr. Nylen nominated Barry Hopping as Chair, seconded by Dr. Gresh. Because there were no further nominations, vote was UNANIMOUS.

Dr. Gresh nominated Carl Nylen as Vice Chair, seconded by Ms. Player. Because there were no further nominations, vote was UNANIMOUS.

Mr. Hopping nominated William Hart as Secretary, seconded by Ms. Player. UNANIMOUS. Responsibility for the taking of Minutes was delegated to Jean Emerson by Dr. Hart. UNANIMOUS.

MOMENT OF SILENCE

Mr. Hopping asked for a moment of silence in memory of James Angell, father of five Ipswich students, who recently passed.

READING OF DISTRICT MISSION STATEMENT

Matthew DiBello, Ipswich High School Student Representative, read the Mission Statement.

ANNOUNCEMENTS

Mr. Hopping read the following announcements:

Executive Session will be held this evening to discuss strategy in preparation for collective bargaining and non-union personnel negotiations after which the meeting will return to Open Session.

Opening day for staff will be August 27; first day of school will be September 2, 2014.

School Committee will meet on September 4, 7 p.m., M/HS Ensemble Rm.

CITIZENS' COMMENTS

Anne Brown, mother of three children who have participated in Ipswich's music program (one daughter is currently a cellist), had great concern about the elimination of the string program in the fourth grade. She said that, in the long run, the inability of excited fourth graders to begin string instruments in a program which has taken many years to develop will do enormous damage. The School Committee thanked her for her concern.

SPECIAL ACKNOWLEDGMENTS

Mr. Hopping officially welcomed Margaret Medeiros as new co-chair of IEA. He read a postcard from Greenland from Tina Ciarametaro to the School Committee re her study of retreating glaciers with daily journal entries.

HIGH STUDENT REPRESENTATIVE REPORT

Matthew reported that, while not much is going on, athletes, on the other hand, are in full workouts for the fall season.

B. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Dr. Hart reviewed the administrators' workshop held on August 5, 6, and 7. The team reviewed the 2013-14 school year, reviewed a reading by expert Arthur Costa on Successful Habits of Mind, evaluated SMART GOALS (FY14) and drafted FY15 SMART goals, objectives, and action plans.

Maintenance and capital projects throughout the summer, overseen by Mr. Hodge and Ms. Cuff, included M/HS painting of common areas, basement clutter cleanout and records retention area re-established, repairs to the boiler and PAC stage and new energy-saving lighting. At Winthrop: elevator repairs, new roof vents, faculty lounge re-establishment, newly illuminated and newly painted flagpole. At Doyon: air-conditioned library, common areas painted and roof leaks repaired.

Technology infrastructure has continued all summer and the IT Department has a three-month plan for classroom technology. At each building, an IT teacher will support colleagues with challenges. Chris Burke will offer professional development before/after school and will continue to support technology integration into instructional practice.

Mrs. Bauman asked about the technology website. Mr. Nysten wanted to remind that Feoffee funding, outside of the budget, is enabling this work.

Distributing a sheet on FY14-15 projected class sizes as of 8/14/14, Dr. Hart cited danger points at Doyon Grade 3 (3 classes of 25, 25, and 24) and Winthrop Grade 4 (3 classes of 25, 23, and 23). At the Middle School, class sizes are high with Guidance, School Resource Officer Smith, and the librarian/media specialist all asked to teach classes. At the High School, ten sections are at or above 28 students and 30 sections are above 25. School Committee members discussed the circumstances which cross the usual pairings of science/math and social studies/language arts and teaching out of certified areas.

I. SCHOOL COMMITTEE PRESENTATIONS**C. FEOFFEES OF THE GRAMMAR SCHOOL REVIEW OF PERFORMANCE TRUST SUMMARY**

Joe Tragert, Feoffee, reported that the Endowment has grown from \$25,108,529 (3/31/14) to \$26,085,965 (6/30/14), a net gain of 3.8%. This constitutes a rough gain of \$4 million since the trust's inception at the original \$22

million. Feoffees have made two annual distributions of \$800,000 plus interest as part of the \$2.4 million Usage and Occupancy (U&O) fund and will distribute \$816,080 in August, 2014, the last distribution. Starting next year, actual returns from the corpus will amount to \$600,000-650,000 yearly. Assets are managed by Aureus (currently with an annualized return of 16.2%) and High Vista, a lower risk investment, at an annualized return of 11.1%. Mr. Tragert reported that mortgage payments are being paid off quickly.

Thanking Mr. Tragert, Mr. Hopping mentioned that Mr. Twining (of the Feoffees) has resigned and the Board of Selectmen will be taking applications for a new appointment.

D. CURRENT STATUS OF AUDIT SUBCOMMITTEE

Kevin Murphy, Chair, and Larry Seidler, member, with a Powerpoint presentation, reported on several meetings with three Board members and four citizens. They provided a picture of the scope of their work with the school system in eleven denoted areas. Their plan, having consulted/compared the Hamilton/Wenham audit, differs in that the actual Request for Proposals (RFP) will include specific exhibits of background information for the bidders so that the time-consuming process of researching past practice can be eliminated.

An Operational Review will cover the school system's goals, how students are prepared, how Ipswich is looking at its resources, how to become more efficient. A list of qualifications necessary for the firm which will perform the operational review includes seven years of experience in similar audits, knowledge and demonstrated experience in evaluating educational program requirements, and best practices in public education accounting practices and procedures. Lastly, they will have acquired knowledge working with Massachusetts Department of Elementary and Secondary Education.

Technical proposal requirements for a bidder are a summary of expertise, copies of audit reports, a project organization chart, and detailed methodology. Frank Antonucci, Purchasing Agent, assisted with the rule of award for the most competent bidder with assessment of applications on relevant experience and abilities by percentages.

The two men explained the steps taken thus far and the semi-final draft for potential bidders, having met with Joanne Cuff and Frank Antonucci and now the School Committee. Of the eight meetings they have had, four had interested citizens attending. Finance Committee questions included benchmarking outside funding and fees (transportation, parking, athletics) as compared to peer groups; also, what is Ipswich not doing that other small schools are; i.e., curriculum offerings such as foreign language.

Mr. Nylen urged that these consultants clearly understand Ipswich's school goals. Mr. Murphy replied that the Ad Hoc Committee needs the School Committee's help because the semi-final draft must be done by September 1. The Ad Hoc group adjourned their meeting with the School Committee at 8:17 p.m.

E. SCHOOL BUILDING COMMITTEE UPDATE

Mr. Murphy, Chair, reported that at its first meeting a week ago, responsibilities were broken down. September 16 is the next deadline for paperwork to Mass. School Building Authority. Next week the group will tour the Winthrop School. After that, there will be study of the funding mechanism at Fall Town Meeting as a bond issue. Final process date is March, 2015. The MSBA sets the committee membership; it is following a playbook. Mr. Nysten asked and Mr. Murphy replied that a website is being set up for the public, and there will be tours of the Winthrop School for citizens as well.

F. SCHOOL COMMITTEE ASSIGNMENTS FOR BUILDING INSPECTIONS

In discussion of the purpose of this, members felt that principals and custodians were appreciative of a personal visit. Assignments on a volunteer basis are as follows: Winthrop - Dr. Gresh; Doyon - Player; Middle - Bauman; High - Krason. Reports will be made on September 4.

G. SCHOOL COMMITTEE MEETING CALENDAR SY2014-15

Mrs. Krason moved, seconded by Ms. Player, to accept the School Committee calendar as presented. UNANIMOUS.

H. BUDGET UPDATE

Dr. O’Flynn joined the meeting during the following presentation at 8:55 p.m.

Dr. Hart reviewed the Proposed Use of Additional FY15 Funds. Administrative recommendations were as follows:

Increase Technology Director from .6FTE to .85FTE	\$21,250
Restore 1.0FTE Technology Support Position	45,645
Restore .5 Clerical Position (Supporting the Director of Pupil Personnel Services, Central Office)	<u>22,509</u>
	<u>\$89,404</u>
 Chapter 70 funds available at Fall Town Meeting	 89,204
 Behaviorist – Doyon (2 students can remain at Doyon rather than go to outplacements)	 \$32,000
ELL teachers – 2.0FTE new	<u>81,000</u>
(Fulltime teachers needed at each elementary school and shared position at Middle/High Schools as mandated by DESE. In district represents substantial saving over external purchased services)	
 Available retirement savings funds	 \$113,000

Ms. Player asked what didn't make the cuts and what would happen to the behaviorist teacher if the students involved here chose to be outplaced. Mr. Hopping questioned another \$67,000 going into the technology area and recommended that these items be taken up individually. While some Board members would have liked more discussion and/or an earlier presentation on the items, time is short and scheduling of programs within the schools are already set. Vote: IN FAVOR- Krason, O'Flynn, Nylen, Gresh, Bauman; OPPOSED- Player, Hopping. Discussion continued on the \$20,000 string teacher restoration possibility; an IMADA gift donation was questioned as a possibility.

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

6. DAY CARE CENTER SUBCOMMITTEE

7. GRANT COMMITTEES

Payne Grant Committee

Instructional Mini-Grant Committee

8. LONG-RANGE FINANCIAL PLANNING

Larry Seidler was reappointed.

9. MUTUAL CONCERNS SUBCOMMITTEE

10. OPERATIONS SUBCOMMITTEE

11. POLICY SUBCOMMITTEE

12. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

13. TECHNOLOGY EDUCATION SUBCOMMITTEE

Mr. Nylen reported discussion on how to inform parents and students about technology changes. He felt that there should be a thorough presentation to the School Committee on the technology schedule which was then set for the second meeting in September.

14. NEW BUSINESS

Mr. Hopping read a letter from the Lincoln School Committee advocating for support of H.3722 Mandate Task Force. It detailed State-mandated issues in the past without associated funding (currently over 100 items legislated for administrators and 20 education bills now before the House advocating for additional regulations). MASS, MASC, AND MASBO (Business Officials) have given

strong support for this Bill. Following discussion, Dr. O'Flynn moved, seconded by Ms. Player, to support the Lincoln School Committee's reference to House Bill H.3722 in disapproval of legislative mandates, specifically mentioning the issue of lack of funding. UNANIMOUS.

III. CONSENT AGENDA

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Mr. Nylén moved, seconded by Ms. Player, to accept the Consent Agenda as follows: Acceptance of School Committee Minutes of July 17, 2014, Open Session with amendments. UNANIMOUS.

IV. EXECUTIVE SESSION

Mr. Nylén moved, seconded by Ms. Player, to go into Executive Session at 9:20 p.m. for strategy in collective bargaining and non-union personnel after which the meeting will return to Open Session. Roll call vote IN FAVOR- Bauman, Gresh, Nylén, Hopping, Player, O'Flynn, Krason.

OPEN SESSION

Resumed at 10:58 p.m.

Mr. Hopping announced that Memorandum Agreements between School Committee and Food Services and between School Committee and Custodians-Bus/Van Drivers have been extended and approved for one year to expire on 6/30/15, with 1% effective 7/1/14 and 1% effective 1/1/15.

V. ADJOURNMENT

Mr. Nylén moved, seconded by Ms. Player, to adjourn at 11 p.m. UNANIMOUS.