

Ipswich School Committee  
Tuesday, August 10, 2021  
5:00 PM  
Turner Hill Clubhouse  
3 Manor House Lane, Ipswich

## RETREAT MINUTES

### 1. Call to Order

The meeting was called to order.

Members Present: Mr. Whitten, Mr. Stevens, Dr. O'Flynn, Mr. Poirier, Ms. Eliot, Ms. Kneedler, Ms. Cannon

Also Present: Dr. Brian Blake, Superintendent of Schools

### 2. Review of School Committee Norms

A review of the School Committee Norms took place. Norms included:

*The School Committee, in our role as advocates for The Public Schools of Ipswich, agrees to abide by the following operating norms:*

- 1. We acknowledge that a School Committee meeting is a meeting of the School Committee that is held in public and we will make every effort to ensure that Committee meetings are effective and efficient.*
- 2. We will strive to reach decisions by consensus and recognize that a member's authority is derived only through a majority decision of the committee acting as a whole during an open, public meeting. Once the School Committee has taken action, members will support the official position of the School Committee.*
- 3. We agree to debate the issues not each other and all members will contribute to maintaining an open meeting environment where each member is encouraged to freely express opinions, concerns and ideas.*
- 4. We will strive to have no surprises for the committee or superintendent. All members will receive the same information on all topics in a timely manner.*
- 5. It is our responsibility to set the tone for the entire school system, and we will make every effort to promote a positive image for our school system. We will operate transparently and respectfully, maintain confidentiality, and respect the Open Meeting laws.*
- 6. We recognize the importance of professional growth and development, and agree to participate in formal training and experiences designed to further our knowledge and understanding. All new School Committee members will participate in an orientation session, and if desired, a School Committee mentor will be assigned.*

### 3. School Committee Goal Setting

School Committee goals were discussed. Goals would be flushed out by the subcommittee groups and then a draft would be presented at a regular open session meeting. Ideas for goals included:

- Support program rebuilding
- Facilitate successful operational override
- Improve communication
  - General outreach
  - Expand newsletter content
- Implement vision 2030
- MSBA process
  - Consideration and compromise

#### **4. Superintendent Goal Setting**

Superintendent goals were discussed. It was important to the Committee that there was more input on goal writing from the group as a whole. There was a discussion about the process of evaluation and the evaluation tool used. Goals for the superintendent should be specific and include actionable items to measure success. Suggestions on goals included work on the MSBA process, a successful override, DEI initiatives, work with the new elementary principals, and work to address increased ELL needs. Draft goals would be written and presented by Dr. Blake at an upcoming meeting.

#### **5. Review and discussion of Policy DDA: Principal Elements of Future Feoffees' Distributions**

The policy was read and reviewed. There was discussion regarding the definition of enrichment and enhancement. Discussion also took place regarding the use of returned funds from previous years to fund grants should there be a need. It was recommended that the Policy Subcommittee review the policy further.

#### **6. Assignment of school inspections prior to the opening of school**

Each year School Committee members visit each school ahead of opening to see the work completed over the summer. School inspections were assigned as followed:

- Winthrop School: Greg Stevens
- Paul F. Doyon Memorial School: Emily Cannon
- Middle School: Jeff Poirier
- High School: Jeff Poirier

#### **7. Vote on the authorization of officers and signatories for TCM Bank**

- Motion to add the Janet Higgins and Cindy Williams as authorized speakers on behalf of the Ipswich Public Schools to TCM Bank was made by Greg Stevens and seconded by Pavica Kneedler

##### **Roll Call**

**The motion passed unanimously**

- Motion to add Dr. Brian Blake and Cheryl Herrick-Stella as officers on behalf of the Ipswich Public Schools to TCM Bank was made by Greg Stevens and seconded by Pavica Kneedler

##### **Roll Call**

**The motion passed unanimously**

#### **8. New Business**

There was no new business presented.

#### **9. Adjournment**

**The meeting was adjourned at 7:47 PM.**