

**IPSWICH SCHOOL COMMITTEE MEETING
SEPTEMBER 19, 2013
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

OPEN SESSION

CALL TO ORDER

Chair B. Hopping called the meeting to order at 7:02 p.m. with the following members present: H. O'Flynn, J. Bauman, S. Gresh, S. Player, R. Roesler, C. Nylen. Also present were Superintendent W. Hart; Finance Director J. Cuff; Head Custodian P. Bedard, and Student Representative M. Werner, who read the mission statement of the Ipswich school community.

A. ANNOUNCEMENTS

Mr. Hopping read the following announcements:

Executive Session will not be held

Budget Workshop will take place on September 23, 6 p.m., Payne School

Communications Subcommittee will meet on September 25, 1:30 p.m., Payne School

School Committee will meet on October 3, 7 p.m., Middle/High School Ensemble Room.

B. CITIZENS' COMMENTS

C. SPECIAL ACKNOWLEDGMENTS

Ann Marie Tlumacki and Kerry Zagarella of the Winthrop School teaching staff thanked the playground construction committee for their stick-to-it attitude to accomplish the almost impossible and presented them with a bundle of thank-you notes from their students. Dr. Hart spoke of the incredible job, the persistence shown for the children, and the gift to the community which was extraordinary. Mrs. Bauman thanked Bill Clapp for being present; he spoke of the experience as one of the best of his life. He credited Chub Whitten for the coordination of the build and for the community excitement. He said it was all about "beautiful."

Mr. Nylen ("persistence and perseverance"), Mrs. Zagarella ("women who built fairyhouses"), Ms. Werner ("grateful for the personal experience"), Ms. Player ("brought the two elementary schools together"), Mrs. Roesler ("correcting a storm-damaged place"), Dr. O'Flynn ("personal excitement with his own daughters") added the announcement of the pressbox rededication to Donna Clapp, Dr. Gresh ("grandkids so impressed with the playground"), and Mr. Hopping extended his personal thanks and those on behalf of the School Committee and staff. Mr. Whitten introduced the playground committee members present who participated in design, construction, and publicity and gave credit to Doug DeAngelis for his original idea and fund raising.

D. RULE OF NECESSITY

E. HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

Maddie took an informal poll on the lunchroom options in working with Ms. Cuff on the Food Services issue. She commended the Guidance staff on their work to get seniors thinking about college.

F. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Dr. Hart had several items on his agenda. The MSBA Senior Study Team of four individuals (two contractors and two MSBA people) toured the Winthrop facility with the school team who pointed out challenges, surprising the visitors with things the staff has to traverse. Now MSBA studies the SOIs, and in December – January will make their announcement. Mr. Hopping added that the team was able to answer most of their questions; for example, “If you get this space, what are the programs it will allow you to do that you can’t do now?” The terms “addition” and “renovation” came up repeatedly. If Ipswich, which was the first school looked at by MSBA, can remain in the pipeline, it will be two years before anything will happen.

On the technology front, a job description for the consultant that will be hired, a Request for Proposals (RFP), a selection of 6-10 companies on the State’s Bid List for invitations to bid, and interviews by the district’s technology team are moving along.

The Pupil Personnel Services Director’s position will be advertised on September 20. A selection committee of administrators, teachers, PPS member, and a high school student will check resumes toward the goal of a final candidate prior to Thanksgiving break. Dr. Hart is looking for a School Committee member to participate in the search committee, consisting of 8-9 members. While there haven’t been any problems with the two .25 FTE personnel in the PPS department currently, the potential does exist.

A Review of Maintenance/Custodial Services for the Ipswich Public Schools has been sent to the School Committee and contains a proposal (which has been signed) to review policies and practices, maintenance/custodial staffing levels and assignments, and a general review of conditions relating to maintenance and upkeep in district schools. A written review will be submitted by NESDEC’s Comprehensive Educational Services (CES) after the study and will include commentary and recommendations. Dr. Hart, who has had experience of this type, expects the process to take three months.

Principals, Director of Facilities, and the Athletic Director are working to identify prioritized capital issues and projects, and Central Office will consolidate these into a three-to five-year Capital Projects report for the spring.

Mrs. Roesler inquired about discussions regarding both elementary schools and how they might be changed. Mr. Hopping and Dr. Hart were amenable, but Mr. Nylén wondered if it would be a good thing to be open about alternate approaches or bad to drive the price way up. Dr. O’Flynn commented that 8-10 years ago when the K-2 and 3-5 grade plan was first studied, he was in favor, but after study, the group voted that the two elementaries should remain as they were. Mr. Bedard commented that the MSBA is looking at the building as the SOI was presented.

Mr. Nylén asked about eligibility at the Doyon School and showing need of an emergency there. Mr. Bedard replied that the Doyon might be done next year on the Capital Building Project request.

I. SCHOOL COMMITTEE PRESENTATIONS**A. UPDATE ON DISTRICT FOOD SERVICES**

Ms. Cuff has done fact finding, has talked to other district managers and food service managers, and is collecting data on outsourced food service companies. In talking with Sheila Parisien of Manchester/Essex who had done the Ipswich Food Service study, Ms. Parisien said that the study group had decided that Ipswich shouldn't outsource at this time. When/if a Director comes on board, more benefits could come about with parent and student involvement. A survey, to be underway in October, is being developed for students and parents. Maddie urged that the survey be as simple as possible, mainly in menu choices (including a copy of the current offerings) of top 3 and bottom 3 to get the most student participation. Ms. Cuff asked for School Committee volunteer help.

B. BUDGET WORKSHOP TALKING POINTS

Mr. Hopping reported on a recent meeting with Dr. Hart and Carl Nylén regarding two essential questions: How will we address our current budget gap? How will we address our long-term financial needs?

The workshop will start with Ms. Cuff and Dr. Hart and brainstorming possible sources for closing budget gaps. Once the options are identified, the Board will pair up, study, and make recommendations. If time allows in the three hours, the same will be done with long-term finances.

Ms. Cuff has a projected deficit, a revenue growth sheet, Choice and Circuit Breaker numbers, and a five-year worksheet as well, all of which she will email to the Board when the figures are done. Mr. Nylén urged the Board to come in with ideas to lay out immediately. Mr. Hopping doesn't want the override to be a foregone conclusion, but rather to have the collective wisdom of the Board coming together. He stressed that much analysis must take place before the last measure, an override.

C. UPDATE ON MILE LANE PROJECT

Mr. Nylén began with the history of the Athletic Field Study Committee's analysis in 2005 of available fields, anticipated growth of sports and participation of them, and identified the need for 8 multi-purpose fields. They have worked diligently for six years looking at every space, town- or privately-owned, including Mile Lane.

At Mile Lane there is currently a draft design for adding two fields for soccer and lacrosse each measuring 200' x 330' at the north and east of the property. He referred to a preliminary draft which he projected on a screen pointing out where additional parking could be situated with pervious surface for the current parking as well, delineated with marked lanes. The trail at Mile Lane for cross country will be reworked. The Conservation Commission will have to sign off on the nearby wetlands. Dr. Hart asked if there was a priority between the resurfacing of the football field and the new playing fields. From a financial standpoint, the new fields are more achievable with a draft budget for two fields and parking thought to be \$1 million. There will be a warrant article on the Town Meeting roster. While the wetlands study and plans have been paid for, additional engineering and a set of drawings need to be budgeted for about \$60,000. Warrant Articles will come up at

the October 3 School Committee meeting with action items for the School Committee position on the Warrant Article and discussion of the funding of the project which the Athletic Fields Committee voted to ask the Town Manager to put on the Warrant. Thirdly, maintenance for all fields and who pays for this maintenance is also up for discussion. Dr. Hart was asked to speak to the Town Manager regarding the maintenance need; Jeff Putur, Cemetery/Parks Commissioner, is said to be amenable to the matter. Another area for analysis is the well, sited on Mile Lane, now thought to be sufficient if a staggered irrigation process is used and the overall system is improved with tanks. Ms. Player asked about traffic safety on Mile Lane; Mr. Nylen assumed that it would be reviewed by the Public Safety folks. With the variables, this all couldn't happen until spring.

Mrs. Roesler asked for the current use of Doyon field(s), and she was told that JV baseball and youth soccer teams use the area but the underutilization is because of poor quality playing fields. Estimates given for improvement are not a significant amount of money. Ken Swenson will report on the turf proposal at the High School football field at the next meeting. He is expected to generate a list of hours that the fields are used.

D. MINI GRANT UPDATE

Mr. Hopping reported that at the September 9 meeting, forms were distributed that were developed for the mid-year and end-of-year report. Twenty-three grants were not approved; 37 were. At 7:30 a.m. on September 20, the 23 meet again for encouragement with the ultimate goal of approval on or about October 1. Major technology infrastructure going into the district has complicated those submitted applications involving technology.

II. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE

Mr. Hopping reported discussion regarding the users' fee. The Athletic Director would like a policy and expects a dip in participation because of the increase. The dedication of the pressbox will come on October 23. The over-30 softball league has now become the over-25 team and is open to out-of-town players with connection to the Town.

2. ATHLETIC FIELD STUDY COMMITTEE

Mr. Nylen reported that a significant number of playing fields are leased from private owners, including BioLabs and Raymond property, always a concern.

3. BIRTH TO THREE SUBCOMMITTEE

4. BUDGET SUBCOMMITTEE

5. COMMUNICATIONS SUBCOMMITTEE

Mrs. Bauman reported that Kathy Carleton has experience and the group is going to work with her in redesigning the School website to make it more user friendly. There was question of putting draft Minutes on the website before acceptance by the School Committee if the three members of the Communications Committee reviewed them. Dr. Gresh is the go-to person for all photos and articles for the website. Mr. Nylen suggested a focus on the Feoffees grants presently.

6. DAY CARE CENTER SUBCOMMITTEE

7. GRANT COMMITTEES

Mrs. Roesler reported that the Payne Grant Committee is meeting on September 24.

8. LONG-RANGE FINANCIAL PLANNING

Dr. Hart reported that the report to the Finance Committee covered contracts for both Town and School employees.

9. MUTUAL CONCERNS SUBCOMMITTEE

10. OPERATIONS SUBCOMMITTEE

11. POLICY SUBCOMMITTEE

12. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAAC)

Dr. Gresh reported enthusiasm about the prospects of a full-time person. Dr. Hart reported that parents want to hear about the future of the vision of the district, how it might change the classroom environment, and about the qualities, skill sets, and knowledge base of the next PPS Director.

13. TECHNOLOGY SUBCOMMITTEE

Dr. Gresh reported that the administrators have real passion for the technology that is coming. Phase 2 will be determining what is best suited for the classrooms. Mr. Nylen reported that the community has sent in resumes in response to the call for volunteers, and there will be a meeting in two weeks with these people.

14. OTHER

Mrs. Roesler questioned the Burley Fund and Manning Fund issues. Mr. Hopping replied that a letter has been sent to the Institution for Savings regarding the Burley Fund. Mr. Hopping had spoken with George Markos of the Feoffees and the desire of the trustee is to give the Manning Fund to the Feoffees once the issues are cleared up.

Mr. Hopping asked for a date for the Goal Setting workshop; consensus was not to make it on a weekend for the week of October 7 or October 21.

Mr. Nylen spoke of a placeholder for negotiations strategies with the Board following discussion with the School Committee attorney Nathan Kaitz.

III. CONSENT AGENDA

A. CONSENT AGENDA

Mrs. Bauman moved, seconded by Dr. Gresh, to accept the Consent Agenda as follows:

Acceptance of School Committee Minutes of 9/5/13 Open Session

Acceptance of contribution of \$3,000 from the Forest Foundation to benefit the Birth to Three Family Center

Approval of the Ipswich High School Model UN Club Overnight Field Trip to Boston College Model UN Conference to be held at the Westin Copley in Boston, MA, March 28-30, 2014. UNANIMOUS.

IV. ADJOURNMENT

Mr. Nysten moved, seconded by Mrs. Player, at 9:30 p.m. UNANIMOUS.