

**IPSWICH SCHOOL COMMITTEE MEETING
AUGUST 22, 2013
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

OPEN SESSION

CALL TO ORDER

Chair Barry Hopping called the meeting to order at 7 p.m. with the following members present: S. Player, H. O'Flynn, and R. Roesler. Also present were Superintendent W. Hart, Finance Director J. Cuff, and Student Representative M. Werner. Dr. Gresh, Mrs. Bauman and Mr. Nysten joined the meeting later.

Mr. Hopping read (and announced that Maddie will be assigned the reading when she is present) the Mission of the Ipswich Public Schools as follows: The Ipswich school community is committed to developing in all students the knowledge, skills, and attitudes needed to succeed and excel throughout life.

A. ELECTION OF IPSWICH SCHOOL COMMITTEE VICE CHAIR

Mrs. Roesler nominated, seconded by Dr. O'Flynn, Carl Nysten for the position of Vice Chair. There being no additional nominations, Mr. Hopping declared nominations closed. Vote: UNANIMOUS.

B. ANNOUNCEMENTS

Mr. Hopping read the following announcements:

Executive Session will not be held this evening.

Staff begins on August 28, 8 a.m., Middle/High School Cafeteria

First day for students will be September 3, 2013

School Committee will meet on September 5, 7 p.m., Middle/High School Ensemble Room

Mini-grant awardees will meet on September 9, 2013, 7 p.m., Room A 126 of the 6th Grade Pod

C. CITIZENS' COMMENTS

D. SPECIAL ACKNOWLEDGMENTS

E. PRESENTATION AND ACCEPTANCE OF 2ND INSTALLMENT FROM THE FEOFFEE FUND

Feoffees members Tracy Filosa and Seth Ward presented a check to Dr. Hart and Mr. Hopping representing the \$800,000 commitment for the second year plus interest from the one-year CD. Mr. Nysten moved, seconded by Ms. Player, to accept the second installment of Feoffees funding in the amount of \$806,022. UNANIMOUS.

Mr. Hopping remarked on the opportunities now offered to the school system following years of angst and pain, thanking the Feoffees and announcing with pride the grant awards to be made this evening. Mrs. Filosa, in turn, thanked the multiple generations of Ipswich citizens and, especially, Mr. Payne, for his generosity. The

audit representing the transactions of the actual sales and the permanent endowment (corpus) amount on the balance sheet show just over \$22.2 million. Future distribution shows a three-year figure of \$2.2 million and an unrestricted amount so that the Feoffees can pay their bills. At the time of the audit there were still a few resident negotiations of sales/mortgages. To Mrs. Roesler's question of cottages remaining, Mrs. Filosa stated that the cottage owners now own the land, 55 of whom had mortgaged at 6% with the Feoffees (\$8.4 million) and 28 remain (\$4.4 million), the others having refinanced at a lesser rate privately. Mortgage payments to the Feoffees become cash until a quarterly sum is swept into the investment portfolio. The \$22.2 million includes mortgages and cash in the bank. Use and occupancy loans still exist. "Loose ends" (asked about by Mrs. Roesler) are not within the control of the Feoffees for the most part, but amount to less than \$250,000. Mr. Ward outlined the investment procedures/strategies managed by High Vista Strategies (1/4) and Aeureus Management (3/4 including mortgages) with policy to meet the spending rate plus inflation. While the current return is 2.2% through June 30, the expectation is for 5-6½% over a 3-5 year market cycle.

G. HIGH STUDENT REPRESENTATIVE REPORT

Maddie mentioned that, hopefully, all students had completed their summer reading and she is resuming cross-country track.

H. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Dr. Hart, in his 7th week on the job, has been meeting with Town officials and business leaders in learning about the community. In addition he has been looking at the Educator Evaluation system, making sure the goals will align. In meeting with the administrative team, he was pleased with the cooperative effort in working through some of the goals and strategic priorities. The focus is on the 21st Century curriculum and the Payne Grants have great significance. He has met regularly with Mr. Bedard regarding school facility issues, short- and long-term objectives, and the opening of school.

I. SCHOOL COMMITTEE PRESENTATIONS

A. STAFFING REPORT

Mr. Hopping thanked the principals for their work this summer and informed them that there would be a concerted effort to have them meet with School Committee less frequently.

Each of the principals reviewed the status sheets of positions/openings some of which are changing daily as the open slots are filled and the new school year draws near. High School Principal Dalton stated that because of the Educatius program, funding became available to reinstate Chris Wright as a library aide. Mrs. Roesler questioned and Mr. Dalton will review the staggering of library personnel to allow for keeping the library open during after-school hours (\$3,500/year). An AP Statistics course, requested by many students, has been scheduled at no added cost.

Mr. Fabrizio explained the five new TAs, the cross-grade placement of Kelly Scott in science/social studies and the world language status at the Middle School.

Mrs. McAdams reviewed her few position changes at Winthrop and verified that she will have student teachers again this year. Ms. Conley was pleased to announce the hiring of a literacy specialist (Joy Erickson) in place of two reading TAs at Doyon and the hiring of a replacement (Timothy Creamer) for retired Doug Woodworth. She thanked Patty Harding publicly for working with only a stipend as reading specialist for years and being a first-grade teacher as well.

Dr. Hart reported that two people will be working in the interim in the Pupil Personnel Director's position until the first of 2014 when a PPS Director will, hopefully, begin. He complimented Kathy Carleton as Administrative Services Director.

B. INSTRUCTION MINI-GRANT PRESENTATION

Jeff Loeb, Chair of the Mini-grant Committee, gave the preliminary report of the committee which had met multiple times since the end of July, having developed a 20-point rubric and using the guideline from the William Payne Administrative Order, "a supplemental enrichment program that provides educational enhancement," ultimately approving 37 proposals from the submitted 60 applications. Those which were rejected have been shown their deficiencies and may be resubmitted. Three caveats existed in the process: (a) a 10% stipend limit; (b) AP stats course vs. one already scheduled/subject to scheduling; and (c) technology equipment deferred/rejected because of the new technology coming into the school system. Mr. Hopping thanked the Committee, and Dr. O'Flynn urged that these mini-grants be publicized and evaluated for success.

C. WILLIAM PAYNE GRANT PRESENTATION

Mr. Hopping spoke of the votes necessary by the School Committee for acceptance of the Payne Grants, and Dr. Hart thanked the writers of the grants. All four of the following proposals were accepted unanimously by the William Payne Grant Committee that met last Monday evening.

Winthrop School Playground Renovation. Dr. Hart reviewed the grant site incorporating science, technology, engineering and math (STEM), music and agriculture, social skills and self-awareness, and supporting common core standards, totaling \$47,500. The Winthrop Playground Committee initiated this grant application. Dr. O'Flynn moved, seconded by Dr. Gresh, to support and approve the Winthrop School Playground Renovation at \$47,500. UNANIMOUS.

District-wide Technology Infrastructure. Dr. Hart, with PowerPoint, showed the District Technology Team's recommendations, with the help of the technology consultant (Data Flow Management) to upgrade/replace the network equipment, cabling and servers in each of the schools, the Central Office and the school district connecting to the Town's technology. In facilitating this process, work will be broken up in such a way that pieces

can be done during the regular school year, after school, and down times during the year. A technology consultant will oversee construction; Kevin Murphy said that he would be checking in on his way to work and report the progress weekly to the Technology Committee who will report to the School Committee. Mr. Nylen commented, and Dr. Gresh agreed, that there is need to shore up IT guidance for confidence and expertise. Mr. Nylen moved, seconded by Dr. Gresh, to approve the District-wide Technology Infrastructure for \$912,975. UNANIMOUS.

Embedding 21st Century Skills into the teaching and learning process. Dr. Hart set a course for curriculum direction beyond the site-based management which has been in place for over twenty years as a content-driven system. The 21st century curriculum contains content, assessment, and instruction as pieces of the vision to build knowledge, skills, and habits of students while in the Ipswich schools. The Center for Collaborative Education is the intended consultant cited by Dr. Hart for developing district-wide skills, curriculum maps and quality performance assessments, at \$103,432 over a two-year period.

Mr. Hopping questioned the implementation of this grant simultaneously with the fourth grant, "Systemic Professional Collaboration in Support of World Class School System," inferring that the principals and teachers already have so much on their plates with Educator evaluations and new technology. Mrs. Bauman asked if the principals were accepting of these two professional development projects; Dr. Hart and Mr. Nylen felt that they are and the work may spill over into next summer. After further discussion, Dr. O'Flynn moved, seconded by Mrs. Bauman, to support Embedding 21st Century Skills for \$103,432. UNANIMOUS. Mr. Hopping asked for frequent updates on the work being done.

Systemic Professional Collaboration in Support of World Class School System. Dr. Hart presented the proposed grant on PowerPoint. Dr. O'Flynn called this grant the most important proposal in the linchpin and Dr. Gresh said the only part missing was foreign languages in the "world class school." Mr. Hopping asked for clarification on the two full-day sessions with teams of teachers, and Dr. Hart named a team of 35 people and one trained as a facilitator. Mrs. Roesler asked if teachers would be wanting stipends which would have to come from the operating budget. Dr. Hart cited grants that haven't been allocated yet. Dr. O'Flynn moved, seconded by Mrs. Bauman, to support the approval of the Systemic Professional Collaboration grant in the amount of \$64,284 for the Professional Learning Community (PLC). UNANIMOUS.

Ms. Cuff calculates the four grants at \$1,278,000 leaving a balance of \$363,000 in the two-year accumulated allotments from Feoffees disbursements. Mr. Hopping remarked that there will be more mini-grants coming and thanked the people who submitted these proposals.

D. FINANCIAL UPDATES

Ms. Cuff updated the Board on the SOIs. The Winthrop School may be invited into the Core Program and will be notified by January whether the school is being considered by MSBA. She explained Chapter 70 increased funds which had been lowered via determination from Rita Negri, Town Accountant. Dr. O'Flynn disagreed with the lowered figure arguing that Chapter 70 funds do not affect the levy limit and, in effect, she has decreased the school budget for the benefit of the Town. He will communicate this matter by letter.

She reported that 100% of the FY13 budget has been expended, that Choice funds are supporting the 2014 budget and the expected carry forward for FY15 is \$413,000, and she outlined the use of Circuit Breaker funds for FY14 (\$602,720) leaving a balance of \$264,000 for FY15.

Food Services has suffered \$63,409 in loss over the past year for several reasons. The issue will be discussed at the September 5 School Committee meeting. She included the Gift and Revolving Account balances, dated 8/15/13. She reported on the audit of the High School Student Activity account. She is moving ahead with 2013-14 school-year purchases, etc.

Mrs. Roesler asked if the \$137,609 remaining as a cash balance in the Food Service Department be used for Food Service upgrades; Dr. Gresh commented that a ventilation system is needed in the cafeteria.

E. SCHOOL COMMITTEE SUBCOMMITTEE ASSIGNMENTS FOR 2013-2014

AD HOC TOWN-SCHOOL COLLABORATION – On hold
ATHLETICS – Sean Gresh, Barry Hopping, Hugh O'Flynn
AUDIT SUBCOMMITTEE – Carl Nylén
BIRTH TO 3 SUBCOMMITTEE – Jennifer Bauman, Joanne Cuff
BUDGET SUBCOMMITTEE – Barry Hopping, Carl Nylén, Hugh O'Flynn
COMMUNICATIONS – Sean Gresh, Jennifer Bauman, Sarah Player
DAY CARE – Joanne Cuff
FIELD STUDY COMMITTEE- -- Carl Nylén
GRANT COMMITTEES – Mini grant – Sarah Player; Payne Grant – Rachel Roesler
LONG RANGE PLANNING – Jennifer Bauman, Carl Nylén, Barry Hopping
MASSACHUSETTS ASSOCIATION OF SCHOOL COMMITTEES
VOTING DELEGATE TO ANNUAL BUSINESS MEETING – Delegate – Sarah Player; Alternate – Carl Nylén
MUTUAL CONCERNS COMMITTEE – 3 School Committee Members
Jennifer Bauman, Sarah Player, Barry Hopping
OPERATIONS – Barry Hopping, Sarah Player, Hugh O'Flynn

PAYROLL – School Committee Authorization to Sign Payrolls –
Jennifer Bauman, Alternate: Rachel Roesler, Alternate: Sean Gresh
POLICY – Jennifer Bauman, Carl Nysten, Rachel Roesler
SPECIAL EDUCATION PARENTS ADVISORY COMMITTEE – Sean Gresh
TECHNOLOGY EDUCATION SUBCOMMITTEE – Sean Gresh, Carl Nysten, Rachel
Roesler

NEGOTIATIONS TEAMS

Professional Staff Team

1. Ipswich Educators Association – Teachers and Teaching Assistants
(Contract expires: 8/31/2014) – Jennifer Bauman, Sarah Player, Rachel Roesler
2. Support Staff Team
 1. Custodians/Bus-Van Drivers AFSCME
(Contract expires: 6/30/2014) – Sean Gresh
3. Clerical AFSCME
(Contract expires: 6/30/2014) – Sean Gresh
4. Food Services AFSCME
(Contract expires: 5/30/2014) – Sean Gresh

OTHER

CLERK – Jean Emerson

“NO SCHOOL” DESIGNEE – William Hart

PURCHASING AGENT – William Hart

SECRETARY – William Hart

Superintendent – Ex officio member of all those committees which do not specifically require the Superintendent/Designee as a member.

F. SCHOOL COMMITTEE ASSIGNMENTS FOR BUILDING INSPECTIONS

Doyon – Sarah Player
Winthrop – Sean Gresh
Middle – Rachel Roesler
High – Jennifer Bauman

G. SCHOOL COMMITTEE MEETING CALENDAR FOR 2013-14

Following discussion of the NEASC conference date conflict with the November 7 School Committee meeting, Mrs. Bauman moved, seconded by Ms. Player, to accept the 2013-14 calendar as presented with the exception of a date to substitute for November 7. UNANIMOUS. A decision will be made on September 5.

II. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE

2. ATHLETIC FIELD STUDY COMMITTEE

Mr. Nylen reported that Mile Lane field design alternatives have been discussed (Gale Associates) and the next step is to meet with the Conservation Agent.

3. BIRTH TO THREE SUBCOMMITTEE

Mrs. Bauman reported that allocations from the Town and schools are being shifted by the Town Manager after-school programs.

4. BUDGET SUBCOMMITTEE

Mr. Hopping announced that there will be a Budget Workshop on September 23, 6-9 p.m., at the Payne School.

5. COMMUNICATIONS SUBCOMMITTEE

Dr. Gresh will be facilitating a book award of short stories to an English teacher. Mr. Nylen suggests a press release to inform the community about the grants just approved. Mr. Hopping will draft a release and send it to the Board. Mr. Hopping expressed concern that this year's Feoffees money (grants) will appear that it is being applied to the operating budget when, in fact, it is enhancement and enrichment and in future years these grants will be very specific.

6. DAY CARE CENTER SUBCOMMITTEE

7. FACILITIES SUBCOMMITTEE

8. LONG-RANGE FINANCIAL PLANNING

9. OPERATIONS SUBCOMMITTEE

10. POLICY SUBCOMMITTEE

11. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

12. OTHER

Mrs. Roesler requested information on the Burley Fund and the Consent Agenda item will be held until September 5. Also, she questioned the movement on the Manning Fund.

III. CONSENT AGENDA

A. CONSENT AGENDA

Dr. O'Flynn moved, seconded by Dr. Gresh, to approve School Committee Minutes of 7/25/13 Open Session. UNANIMOUS.

IV. ADJOURNMENT

Moved, seconded, and voted at 10:30 p.m.