

**IPSWICH SCHOOL COMMITTEE MEETING
MAY 16, 2013
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

OPEN SESSION

CALL TO ORDER

Dr. O'Flynn called the meeting to order at 7:04 p.m. with the following members present: J. Loeb, J. Bauman, S. Gresh, and R. Roesler. Also present were Superintendent R. Korb, Finance Director J. Cuff, Principals D. Dalton, D. Fabrizio, and S. McAdams, and Student Representative M. Werner.

ANNOUNCEMENTS

Dr. O'Flynn read the following announcements:

Executive Session will not be held this evening

Town Elections will be held on May 21

Memorial Day assemblies will be held at each school on May 22, beginning at the High School at 8:05 a.m. and ending at Doyon School with lunch

Ipswich High School Senior Prom will be held on May 23 at Castle Hill with the promenade starting at 6 p.m.

Schools and offices will be closed on May 27 in observance of Memorial Day

Policy Subcommittee will meet on May 28, 6:30 p.m., Payne School

Ipswich High School Baccalaureate will be held on May 29, 7 p.m., PAC

Ipswich High School Graduation will be held on June 2, 2 p.m., Lower Gymnasium of Middle/High School

School Committee will meet on June 6, 7 p.m., Middle/High School Ensemble Room

CITIZENS' COMMENTS

SPECIAL ACKNOWLEDGMENTS

Recognition of Jeffrey Loeb's 18 years of service as a member of the Ipswich School Committee.

Dr. O'Flynn thanked his colleague, Jeff, for the last ten years and School Committee member for 18 years as a member and Chair. He cited him as an example to all as to what a School Committee member should be. He has an incredible legal mind and has led some of the greatest events for the School Committee, bringing in two superintendents, leading many negotiations, and dealing with the Feoffees issues including the legal and judgment pieces. "At the end of the day we are going to miss Jeff and his ability to lead deliberate decisions," he commented.

Jeff gave his farewell speech by commenting on how much he has learned having known nothing when he began 18 years ago and lived in Ipswich 3½ years. He mentioned Principals Cooper and Davis who finally convinced him of the need for an elementary guidance counselor. He, as a parent, complimented the incredible teachers and administrators in the system and credited them for their caring of the kids in all four buildings. He hoped that he had been able to help to provide the quality of education and thanked them for everything that has been accomplished. Finally, he thanked his wife and children for not complaining too much—and he presented Debbie, his wife, with a bouquet of roses.

Mr. Korb commented that Jeff had continued the legacy of community service that Mr. Loeb's mother had begun as a 16-year member on a New York School Committee. He really appreciated that he and Jeff were able to disagree without being disagreeable.

HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

Maddie Werner reported about the next Tiger Advisory Program meeting. Having listened to a talk about heroin, oxycontin, and other drugs, the students met in small groups, ten to fifteen from all grades and social groups, with a teacher. She found that it helped with discussions to hear from other than your own friends.

A. SUPERINTENDENT'S ADMINISTRATIVE REPORT

Mr. Korb commented on Town Meeting's technical problems associated with timing and activating microphones manually. Upgrading microphones for Town Meeting should be considered.

Mr. Korb reminded the Committee of the end-of-the-year events to which they are all invited. He has had several meetings with Dr. Hart and urged putting forth effort to work with him.

I. SCHOOL COMMITTEE PRESENTATIONS

A. SCHOOL SAFETY AND SECURITY TASK FORCE REPORT AND RECOMMENDATIONS

Mr. Korb considers it an honor and a privilege to work with the members of the Safety and Security Task Force which was formed after the tragedy at Sandy Hook School, CT. It was a four-month arduous task and a labor of love. He publicly thanked the parents, Maddie Werner (the student), teachers, administrators, Rachel Roesler, Paul Bedard, and police. He introduced Megan Finnegan, the school psychologist and member of the Task Force, who reviewed the recommendations report made to the School Committee.

Ms. Finnegan spoke to the strong feeling of the Task Force that they are responsible to safeguard the physical and psychological well-being of students and staff in the event of a crisis. She reviewed the two phases which are recommended to make the schools safer and enable the community to sustain the financial costs. The National Association of School Psychologists, 2013, has guidelines which examine both the physical and mental health aspects and which the Task Force embraces unanimously as a model format. Phase 1 (2014) recommends exterior cameras at both Doyon and Winthrop and the Middle/High School interior mini-dome cameras as well as augmenting the three cameras already in place with an exterior 180-degree camera in the loading dock area, cost estimate \$17,753.79 (FY14 Town/Capital Bond Fund).

Phase 2 (2015) recommends video intercom systems and door buzzer electronic lock systems at all schools, cost estimate \$19,887.51 (FY15 Town/Capital Bond Fund).

The Task Force additionally recommends that three new district individuals be hired/trained to operate the system. (Proposed Budget override, May, 2014). In addition, trained school safety and crisis teams must be established across the district within a curriculum where school professionals, community agencies, and first-aid responders work

together. Shawn Smith, School Resource Officer, and Ms. Finnegan will attend a week's training in Albany, NY, on handling a crisis event in July.

Mr. Korb added that 40 individuals will need to be trained following the summer workshop in crisis prevention and preparedness. A signed authorization to conduct this training exists and there will be a mini-grant request from the Feoffees. Dr. Hart has been informed. The debate about the appropriateness of an individual being hired to monitor the buzzers continues and 90% of the schools contacted use the school secretary. It is a bargaining issue.

Mr. Nylen joined the meeting at 7:45 p.m.

Dr. O'Flynn asked about the drug counselor position. Ms. Finnegan stated that a substance abuse counselor would work with individuals, can give presentations and can act with community agencies. Someone who has certification in substance abuse can do amazing things. Ms. Finnegan and Mr. Dalton agreed that a substance abuse counselor is a separate position from the present counselors. Under a grant currently, there is a very busy substance abuse counselor. Dr. Gresh echoed the need, but Ms. Finnegan remarked that the under-staffing need is even more important to fix before the substance-abuse person and possibly a dual-certified social worker/substance abuse person might be obtained. Mr. Korb, on June 6, intends to follow up with the bidding process on Phase 1 for installation before the fall school session.

Discussion followed regarding Phase 2 and buzzer systems. When questioned about timing of added personnel, Ms. Finnegan deferred to administrators but said she would be leaning toward the Middle School. When Mr. Nylen questioned personnel in other districts, Ms. Finnegan said that most school psychologist needs are met around the North Shore. Mr. Korb mentioned, when crediting Ms. Finnegan with an abundance of real-life experience, that she is a native of Newtown, CT.

B. WINTHROP SCHOOL PLAYGROUND RENOVATIONS

Kristen Vigsnes, Michelle Wertz, Sheila McAdams, and Chub Whitten presented a video on the new playground proposal. They covered project sponsorship, design-team research, due diligence, and project planning. The long-time drainage issues are being addressed and Play by Design from Ithaca, NY, has been selected to provide the playground structures which will be assembled by volunteer crews over a five-day period.

Mr. Hopping joined the meeting at 8:15 p.m.

Questions arose about stone-dust paths, buffers in the event of new construction at the school, storage once the red shed was removed, area for new construction where the amphitheater is scheduled to be situated, and playing field space impact. Dr. O'Flynn remarked that stone dust proved a very poor method for walkways because of washouts which occurred at the Great Neck Playground. Chub Whitten said that grading and leveling of the playing fields is in the plan and new sheds would be built for dry storage. Mrs. Wertz, in charge of publicity, said that a newsletter keeps events updated. Fund raising amounts to \$150,000 and \$250,000 is needed. Dr. O'Flynn said that the timeline is short

and only 40% of the total cost has been reached to which Mrs. Wertz replied that 60% of the goal has been accomplished in four months and an endorsement from EDP is expected, as soon as tonight. Donations of materials and natural elements are expected. Mrs. Roesler asked if there was any thought to scale back.

Following discussion, Mrs. Bauman moved, seconded by Dr. Gresh, to give permission to begin the work on the playground site. The entity that is doing the work consistent with the plan is Winthrop Fries. Ms. Cuff commented that any monies that the schools donate to the project cannot be just given as a gift but must follow the bidding laws. UNANIMOUS.

C. EXTENDED-DAY PROGRAM CONTRIBUTIONS

Mr. Korb explained that review of the statutes requires purchasing with the bidding process. A meeting had taken place with the Budget Subcommittee and, after a conversation with the Extended Day Program Director, Mrs. Gooby, the recommendation came forth to support a contribution from the EDP revolving fund and counsel has been obtained. Ms. Cuff reviewed the research process for transferring funds, the EDP balance of \$300,000, and the factors that allow availability to fund some of the playground projects (future increase of EDP fees, increase of enrollment, and change of management of the Program). Study revealed that no increase of enrollment was possible, that Doyon parents contribute more than 50% of the revenue, and an equivalent project might be in the future for Doyon. The laws of purchasing have a significant shift after a \$25,000 donation in terms of bidding. Mrs. Bauman thanked the Budget Subcommittee and said they agreed unanimously that no more than \$25,000 be used this year and that maintenance of the project may require further donations yearly. Mrs. Gooby remarked that thanks need to go to the EDP parents.

Dr. O'Flynn moved, seconded by Dr. Gresh, to accept the recommendation from the Budget Subcommittee for a \$25,000 donation to the Winthrop playground project. Mr. Nysten expressed a desire to think hard for other sources of revenue and suggested an action agenda item for future contributions. UNANIMOUS. Mrs. Roesler wants a future agenda item to talk about the need to have a \$275,000 pad for the EDP program. Mrs. Bauman mentioned scholarships; Ms. McMahon, Middle School Assistant Principal, opined that a cash-strapped district should question holding on to that sum of money.

D. FINANCIAL REPORT

1. Approval of Revolving Account for Educatius Program Tuition at Ipswich High School

Mr. Loeb moved, seconded by Mrs. Bauman, to establish an account for the purpose of managing cash receipts and expenditures associated with Educatius tuition revenue. UNANIMOUS. Mr. Dalton reported that four students have accepted and two have made deposits. To Mr. Hopping's question of who would have jurisdiction over the funds, Mr. Dalton replied that a benefit should go to that school for having that money, and Mr. Korb advised that it is important that the principal recommendation go to the Superintendent.

2. FY13 Update

Ms. Cuff reported that the purchasing freeze is remaining in place for the remainder of the year, and the current balance of funds will be used for health insurance, substitutes, and stipends. Chambers Advisory Group (CAG) has reviewed the telecommunications contracts and, with changes, will save over \$6,000 annually, the first year of which will net only 50% of that amount because of the fee to go to CAG. She reviewed the Middle School Student Activity audit and the FY12 End-of-Year audit, changes at the Middle School and High School for programming summer sessions of SPED, an improvement of practice for Choice funding advised by Roger Hatch, SFO at DESE, and a new procedure for grant management for RTTT, Title IIA, and Title I grants to coincide with the State fiscal year, now to end on June 30.

E. STUDENT/PARENT HANDBOOK CHANGES**1. David Fabrizio, Principal, Ipswich Middle School**

Mr. Fabrizio reviewed the two-page references to changes to be made in the Ipswich Middle School Handbook, 2013-2014. Mr. Loeb moved, seconded by Mrs. Bauman, to accept Middle School changes to the handbook. UNANIMOUS.

2. Jeffrey Carovillano, Assistant Principal, Ipswich High School

Mr. Carovillano reviewed the 2013-2014 Ipswich High School Student-Parent Handbook changes from distributed copies to Board members. Mr. Loeb inquired about making the MIAA rules apply across the board. Mr. Dalton and Mr. Carovillano remarked about curricula vs. sports but agreed that uniformity is lacking after an alcoholic suspension and needs to be studied. Mr. Carovillano stated that students were involved in bringing about the changes. Mr. Loeb noted that #6 Exams Exemption does not apply for virtual high school and dual enrollments.

Mr. Hopping moved, seconded by Mr. Loeb, to approve the IHS changes as presented. UNANIMOUS.

F. TECHNOLOGY CAPITAL FUNDS

Mrs. Roesler was concerned that the technology plan for infrastructure meshes with the 75 new laptops due to come into the district with a \$48,000 price tag. She wants a technology consultant. Mr. Nylen remarked that the Technology Subcommittee will identify funds for a consultant to review immediate needs. Mr. Fabrizio affirmed that these computers are needed to satisfy the short-term goals of immediate need to continue to work in our schools. Three consulting companies have come in for the infrastructure updating plan and all see the same needs. Mr. Hopping mentioned the available large grants from the Feoffees and proposals for mini-grants are coming in. Policy Subcommittee discussed the issue and thought it made sense to get someone who does consulting for a living to come in and give the green light to the plan on paper. On June 6 a technology presentation will provide some clarification.

G. MANNING FUND UPDATE

Mrs. Bauman still had questions and doubts about the placement of the Manning Fund. Dr. O'Flynn reviewed the subject briefly and asked the intent of the Board for placement of the fund into the Town Trust Fund or into the existing Feoffees to which Mr. Loeb replied that the Feoffees say they don't want it. After discussion, Mr. Loeb moved, seconded by Dr. Gresh, to enlist the Town of Ipswich Trust Fund Commission to become the new custodians of the Manning Fund. Dr. O'Flynn commented that the Town Trust Fund exists specifically for funds like this and Mr. Whiston, as a financier, having handled it for many years, chooses to relinquish the duty. Mrs. Roesler questioned the wording of the original trust document, and Mrs. Emerson assured her that the Trust Fund Commission is very particular to maintain the donor's wishes in handling the trusts. Mrs. Roesler, having been absent when Mr. Colby, President of the Ipswich Trust Fund, made his presentation, said she would abstain. Vote: IN FAVOR – Gresh, Nysten, O'Flynn, Hopping, Loeb; OPPOSED – Bauman; ABSTAINING – Roesler.

II. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE

2. ATHLETIC FIELD STUDY COMMITTEE

Mr. Hopping offered the slot on this committee to anyone on the Board who might wish to take it.

3. BIRTH TO THREE SUBCOMMITTEE

Need for funding was discussed among the Board. Mr. Korb suggested a nominal fee of \$25/semester from ACE and DEEP to free up additional money for Birth to Three.

4. BUDGET SUBCOMMITTEE

5. COMMUNICATIONS SUBCOMMITTEE

Dr. Gresh requested time (15 minutes) on the June 6 agenda.

6. DAY CARE CENTER SUBCOMMITTEE

7. FACILITIES SUBCOMMITTEE

8. FEOFFEEES SUBCOMMITTEE

9. LONG-RANGE FINANCIAL PLANNING

10. OPEB

11. OPERATIONS SUBCOMMITTEE

12. POLICY SUBCOMMITTEE

- (a) Nondiscrimination, AC
- (b) Equal Employment Opportunity, GBA
- (c) Procedure for Professional Staff Hiring, GCD-P
- (d) Student-to-Student Harassment, JBA
- (e) High School Graduation Requirements, IKF (Proposed Revision, first reading)

Mr. Dalton reviewed the changes in physical education requirements and the requirements for admission to Massachusetts State colleges and universities. Math and science requirements are stronger.

Mr. Hopping moved, seconded by Mr. Nysten, to accept the four revisions for second reading (a-d) and (e) High School Graduation Requirements, IKF for first reading. UNANIMOUS.

13. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

14. TECHNOLOGY EDUCATION SUBCOMMITTEE

15. OTHER

Mr. Hopping personally thanked Jeff Loeb for his many years of service saying that the School Committee is in a better place for his expertise. Mr. Loeb noted that he is aware of community and teacher notice of division on the Board and urged them to take advantage of the fact that there are changes coming and to become unified. Similar stories of dysfunction of the other School Committees came from the three candidates for Superintendent.

III. CONSENT AGENDA

A. CONSENT AGENDA

Dr. O'Flynn moved, seconded by Mr. Loeb, to accept the Consent Agenda as follows:

- Acceptance of School Committee Minutes of 4/25/13 Open Session
 - Acceptance of School Committee Minutes of 5/2/13 Open Session
 - Acceptance of donation of \$2,500 from Novartis to the Winthrop School (matching donation for the Annual Fund)
 - Approval of the Ipswich High School Advanced Project Adventure Class Overnight Field Trip to NH, June 7-9, 2013
 - Acceptance of donation of \$1,000 from EBSCO Industries to the Ipswich High School Student Racing Challenge Team to travel to Charlotte, NC.
- UNANIMOUS.

IV. ADJOURNMENT

Mr. Hopping moved, seconded by Mr. Loeb, to adjourn at 11:05 p.m. UNANIMOUS.