

**IPSWICH SCHOOL COMMITTEE MEETING  
NOVEMBER 21, 2013  
MIDDLE/HIGH SCHOOL ENSEMBLE ROOM**

**OPEN SESSION**

**CALL TO ORDER**

Barry Hopping, Chair, called the meeting to order at 7:04 p.m. with the following members present: S. Player, J. Bauman, R. Roesler, and C. Nylén. Also present were Superintendent W. Hart, Finance Director J. Cuff, Student Representative M. Werner, and High School Assistant Principal J. Carovillano.

**READING OF DISTRICT MISSION STATEMENT**

Maddie Werner read the Mission Statement.

**ANNOUNCEMENTS**

Mr. Hopping read the following announcements:

Executive Session will be held to discuss personnel matters and strategy in collective bargaining.

All schools will dismiss early for the Thanksgiving holiday on November 27.

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

**CITIZENS' COMMENTS**

Andrea Welch, IEA Co-chair and Doyon teacher, along with Kerry Zagarella, Co-chair, and IEA membership, promised support for a school override in 2014.

**HIGH SCHOOL STUDENT REPRESENTATIVE REPORT**

Maddie expressed concern over the fact that the bell system hasn't been functioning for the past 2+ weeks. Also, she is concerned about turnout and enthusiasm for the Tiger Advisory Program (TAP) where teachers work with students (every student has a "safe" teacher). Mr. Carovillano explained that the Faculty Council has four student members who give feedback from students.

**A. SUPERINTENDENT'S ADMINISTRATIVE REPORT**

Dr. Hart spoke about the finalists for the Pupil Personnel Services position and thanked the many people who participated in the search process. The top candidate turned down the offer of a position. After the first of the year, the position will be posted again.

As part of the Educator Evaluation Program, DESE is mandating that assessment tools be submitted. Ipswich, in the process of developing innovative curriculum and assessment work, asked for and was given special dispensation to continue and submit later. DESE is interested and may use Ipswich's work as a District Determined Measures (DDM) model. Dr. Hart said some of the measures will be completed by the end of the year.

Twenty-five teachers from all 4 schools took part in the district's first Professional Learning Community work. Participants were pleased with the collegiality and professional development opportunity.

**I. SCHOOL COMMITTEE PRESENTATIONS****A. CELEBRATION OF TEACHING AND LEARNING**

Jeff Carovillano and International Club students introduced two of the five Educatius students who spoke about their experience thus far in Ipswich. Mr. Carovillano said the other three (from Switzerland, Italy, and China) are involved in extra curricula activities. Mr. Carovillano remarked that five students was a good number for the first year at \$7,000/semester and next year there could be a couple more. Dr. Hart and the School Committee expressed enthusiasm about having the students and how much their presence adds to Ipswich school culture. The girls from Germany and Portugal were commended for their command of English.

**B. FINANCIAL UPDATE, CURRENT BUDGET & FEOFFEE FUNDS**

Ms. Cuff, Financial Director, explained the current, on-track financial status of the FY14 year. Instructional mini-grants (46) total \$166,537.62 and Payne Grants (6) total \$1,237,891. The Winthrop Playground total is \$45,262.13. From the \$1,658,927.50 available from years FY13 and FY14, there is a Feoffees money balance of \$209,236.85 which does not have to be returned to the Feoffees.

Transportation: issuance of 795 passes (38 fewer than last year), ridership at or above optimal levels, and a balance of \$76,000 on 10/18/13 provide coverage for a portion of the regular education transportation.

Ms. Cuff has submitted the FY13 End-of-Year Report to DESE for Capital Projects.

**C. FY15 BUDGET PLANNING AND TIMELINE**

Ms. Cuff reviewed the draft of the budget timeline beginning with November 18 through the Public Hearing on March 6, Bean Counting on April 12, and Town Meeting on May 13. Mr. Hopping is hoping to have an in-depth discussion about the override in December. The Board discussed dialogue with the Long-Range and the Finance Committees.

Mr. Hopping inquired about the lack of a PPS person in budget preparation. Ms. Cuff, Dr. Hart, and principals will have to help with this budget. Mrs. Bauman complained about three nights at the Finance Committee budget sessions. The Board decided to hold on the budget timeline draft until other questions including warrant articles have been settled.

**D. TRI-BOARD MEETING DEBRIEF**

The Board all felt that the meeting was positive and the Superintendent impressed the Tri-Board members with his vision for the district. Mr. Hopping appreciates the support from the other Boards.

**E. MASC CONFERENCE REVIEW**

Mrs. Bauman, Mr. Nylén, and Ms. Player recapped the conference seminars that they had attended at the Massachusetts Association of School Committees Convention on Cape Cod in early November. Areas covered included cost-saving practices, school website, facilities and operations, safety and violence, negotiations, and superintendent evaluation. While they found the presentations interesting and information, some commented that the

presentations spoke about the practices that already exist in Ipswich and that Ipswich should be presenting!

F. SCHOOL COMMITTEE PROFESSIONAL DEVELOPMENT

Dr. Hart presented a synopsis of the David Hutchens short story entitled "Surviving and Thriving in a Learning Organization" which had been previously emailed to the Board. Dr. Hart explained "How important that sense of being a learning community is." What is and always has been doesn't have to stay that way. The Board discussed how the flock of sheep changed from a "knowing group" to a "learning" group to outwit the wolves.

II. SCHOOL COMMITTEE REPORTS

A. VOUCHERS/BILLS

B. SCHOOL COMMITTEE REPORTS

1. ATHLETIC SUBCOMMITTEE

Mr. Hopping reported the discussion regarding the failure of the Mile Lane project at Town Meeting and the need to educate the public more fully. The \$1.9 million stadium turf project will probably become a combination of private funding and Town funds.

2. ATHLETIC FIELD STUDY COMMITTEE

Mr. Nysten reported that the Town Manager had called a meeting of interested parties involved in the Mile Lane project, old and new fields, and maintenance of all fields. A suggestion was made that the group should meet again, perhaps to establish a group who would be responsible for the funding of fields.

3. BIRTH-TO-THREE SUBCOMMITTEE

Mrs. Bauman thanked the Anderson family for their financial support of Birth to Three.

4. BUDGET SUBCOMMITTEE

Mr. Hopping hopes to have two meetings before the holiday break.

5. COMMUNICATIONS SUBCOMMITTEE

Mrs. Bauman reported on a spreadsheet of competing vendors which she would like to share with the administrators. Mr. Hopping suggested having vendor come to a meeting which Mrs. Bauman will arrange.

6. DAY CARE CENTER SUBCOMMITTEE

7. GRANT SUBCOMMITTEES

Mrs. Roesler discussed timeline setup by a large group: applications taken in at the beginning of the school year; accepted applications submitted to Dr. Hart at the February break; to the Payne Committee by April 1; and decided by June 30. She asked how determinations should be made between mini-grants and Payne grants while keeping their integrity. Ms. Player added that after a kick-off meeting, decisions could be made in mid-May. Mr. Hopping questioned, in discussion for

both types of grants, the responsibility for persons who will read the applications, the quality of fidelity, and the responsibility to complete the process and make the assessments. The reporting piece needs to be firmed up apart from the financial piece and he, Mr. Hopping, would volunteer to be a part of that.

8. LONG-RANGE FINANCIAL PLANNING
9. MUTUAL CONCERNS SUBMITTEE
10. OPERATIONS SUBCOMMITTEE

11. POLICY SUBCOMMITTEE

Mrs. Roesler questioned the need for a second reading on policies—mandatory or just past practice? She mentioned current policies being reviewed: kindergarten assignments; parent requests for certain elementary schools; acceptance of faculty out-of-town children; homework; crisis planning; and media access.

12. SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

13. TECHNOLOGY

Dr. Hart announced that two applicants have come forward for the IT Director position and a decision will be made shortly. Mr. Nylén is meeting every two weeks with the “advisory committee” of the technical community members who can help put together the process for the vendors.

14. NEW BUSINESS

Mr. Hopping led discussion and votes on several items which follow:

a. A letter to OPEB

Mrs. Bauman moved, seconded by Mr. Nylén, to support going forward with a letter regarding HB59 pertaining to OPEB. UNANIMOUS.

b. OPEB draft policy

Mrs. Roesler moved, seconded by Mrs. Bauman, to approve the draft policy endorsed by the Board of Selectmen and the Long-range Financial Planning Committee. UNANIMOUS.

c. Whittier Representative

On December 5, Mr. Hopping will introduce the person who is interested in replacing Ray Morley as Whittier Regional Vocational Technical School representative from Ipswich.

d. Agreement with Institution for Savings branch bank

Mr. Nylén moved, seconded by Mrs. Bauman, to allow the Chair to sign and approve the agreement with Institution for Savings to continue the branch office at the High School. UNANIMOUS.

e. Cable Advisory Committee Representative

Dr. Hart requested and Mrs. Roesler moved, seconded by Mrs. Bauman, to appoint H. O'Flynn as the School Committee member to serve on the Cable Advisory Committee (Verizon). UNANIMOUS.

f. Contractor for Ipswich High School garden plot

Mrs. Roesler moved, seconded by Mr. Bauman, to allow a private contractor to begin clearing brush and make land useable for an Ipswich High School garden plot (extending beyond the Project Adventure area) as part of the mini-grant proposal submitted and granted to Greg Chmura. UNANIMOUS.

g. School security – Phase II

Mr. Hopping asked that the Board give a recommendation to Dr. Hart for moving forward with Phase II of the Security Task Force plan. After discussion of various paths for handling future safety measures, Mr. Hopping asked that the two trained members (Shawn Smith and Meg Finnegan) of the Safety/Security Task Force be contacted and a decision for moving forward be made at the December 5 School Committee meeting.

h. Open Letter to the Community update

Mrs. Bauman reported that R. Roesler and J. Tragert had made revisions, thus reducing the size of the letter to two pages. Feoffees have agreed to sign along with the School Committee. Ms. Cuff will research cost for sending it out to the community and report on December 5.

Mrs. Bauman reported that the School Committee agenda was not on the website; Central Office secretary Karen Cecilio was on vacation. The BOSTON GLOBE reported that the Institution for Savings was awarded the best medium-sized company and a letter will be sent to them from Central Office.

### III. CONSENT AGENDA

Mrs. Bauman moved, seconded by Mrs. Roesler, to accept the following consent agenda items:

Acceptance of November 5, 2013, Open Session Minutes

Acceptance of a payment from New England BioLabs, Inc. to the Ipswich Public Schools in the amount of \$10,000, representing the schools' portion of the FY14 payment in connection with the April 2004 Tax Increment Financing Agreement (TIF).

Acceptance of a donation in the amount of \$1,500 from the Institution for Savings to be deposited in the Class of 2014 High School Activities Account for the class Fashion Show.

Acceptance of a donation in the amount of \$1,454.70 from Keith and Jennifer Anderson to the Birth to Three Family Center. UNANIMOUS.

Mrs. Bauman wished to see the narrative for the \$10,000 amount accepted from BioLabs.

**IV. EXECUTIVE SESSION**

Mrs. Roesler moved, seconded by Mr. Nylén, to go into Executive Session at 9:30 p.m. after which the meeting will adjourn. Roll call vote IN FAVOR: Bauman, Nylén, Hopping, Player, Roesler.