

**Record of the Marblehead School Committee Meeting**  
**Friday September 19, 2019**  
**Marblehead High School Library**

**Members Present:** Sarah Gold, Meagan Taylor, Jennifer Schaeffner, David Harris and Sarah Fox

**Also:**

**Absent:** William, H. McAlduff Jr.-Interim Superintendent

**I. Public Meeting**

**a. Call to Order**

Ms. Gold calls the meeting to order at 7:00pm.

**II. Initial Business and Public Involvement**

**1. Commendations**

**2. Public Comment**

**3. Dan Howells, Student Rep, Junior and Class President**

- It was shared that the Distractology Program simulation had been set-up to share with students the negative effects of distracted driving. Mr. Howells shared that those students who visited during their study hall periods found it to be informative.
- It was shared that the ALICE lock down training occurred earlier that day, (September, 19th). Mr. Howells mentioned that the high school students have an understanding of the training but that he feels the training would become clearer once they will reach the evacuation portion of the training.
- The PSAT's for sophomores and juniors are scheduled for 10/19/19 and sign-ups are currently being held.
- The first home football game is scheduled, Friday September 20<sup>th</sup>. Mr. Howells noted that students have been reminded of the rules so that games can be safe and represent Marblehead positively.
- Mr. Harris mentioned beating North Andover in their first away game win to which Marblehead ended North Andover's thirteen (13) game winning streak. He also commended the sophomore quarter who back stepped up to fill in for the injured starting quarter back.

**III. Finance Organizational Support**

**1. Schedule of Bills**

Ms. Gold apologized to the school committee for leaving the schedule of bills out of the school committee packet. She mentioned to the committee that she would understand if members wanted to abstain from voting.

Mr. Harris shared that he was comfortable voting on the schedule since three other school committee members had reviewed and signed the schedule.

Ms. Fox asked if the Building Committee's invoices would be included in the schedule of bills moving forward to which Ms. Gold replied that she believed they would.

Ms. Gold motioned for the committee to accept the schedule of bills totaling \$211,439.85. The motion was moved by Ms. Fox and seconded by Ms. Taylor. The motion carries, 5-0 in favor.

Ms. Gold Mentioned that since Superintendent McAlduff was not present that they would move on to the communication and discussion items.

Ms. Schaeffner inquired if the committee knew when they would receive an update regarding FY20 reporting. She asked if it would be regular reporting or if that would not take place until the new contracted Director of Business and Finance, Ms. Cresta started in December.

A conversation regarding FY20 reporting began and Ms. Gold shared that the new Interim Business Manager, Mr. Moretti who began on September 7<sup>th</sup> had been tasked with a few very specific things such as confirming the district FTE's and should expect some reporting while Mr. Moretti remained in district. Ms. Gold mentioned that she would follow up with Superintendent McAlduff regarding a plan for FY20 reporting.

#### **IV. School Committee Communication and/or Discussion**

##### **1. MHS Advisory Program Stipend**

High School Principal, Mr. Bauer was present to discuss the school committee's approval of two stipends in the amount of \$1,650 each for a High School Advisory Program. The stipends would cover the ten (10) months of the school year totaling about fifty (50) hours per year.

Mr. Bauer noted that the goal of the program would be for the stipend advisors to make an adult connection with every student to help support the social emotional needs of the students. He shared that the Advisory Program would be designed so that the advisor would follow the students through their four year at Marblehead high School.

A series of questions and answers regarding lesson plans, tracking the success of the program and long-term funding was all discussed. When asked by Ms.Schaeffner how the stipend positions would be funded, it was shared that the funding would come from the Educatius Revolving fund.

Ms. Gold asked for a motion to approve the two stipends in the amount of \$1,650 each to fund the Marblehead advisory stipends. It was moved by Ms. Taylor and seconded by Ms. Fox. The motion carries, 5-0

##### **2. Approval of Policy**

Ms. Schaeffner read a memo introducing the revisions to existing Title IX and Non-Discrimination policies. It stated that the policies were drafted by the district's counsel to make sure the policies have the clarity and specificity required by law.

###### **a. Policy AC+ AC-R**

It was mentioned that policy AC represented the district's Non-Discrimination policy, and that AC-R was a new policy focusing on Non-Discrimination and Harassment Prevention.

###### **b. Policy ACAB**

It was also shared that policy ACAB was the district's Sexual Harassment policy.

Ms. Gold made a motion to approve policies AC, AC-R and ACAB. The motion was moved by Ms. Schaeffner and seconded by Ms. Taylor. The motion carries, 5-0.

Ms. Taylor noted that MASC was in the process of revising their policies as well.

Ms. Fox inquired if the committee was required to read the policies before they changed them and voted on the change to which the consensus was, no.

### **3. Search Consultant Decision**

Ms. Gold shared that there was an open meeting held last Tuesday September 10<sup>th</sup> to interview the four search firms who submitted proposals to assist with the Superintendent Search. She shared that out of the four firms including the Collins Center, HYA, MASC, NESDEC that the Collins Center had to unfortunately withdraw their proposal application.

Ms. Schaeffner clarified if the committee would be making a motion or having a discussion first to which Ms. Gold stated that she felt a discussion would be best.

Mr. Harris asked if members were assigned to complete reference checks with each firm. It was shared that Ms. Gold reached out to Hingham regarding NESDEC, Ms. Fox reached out to an additional twelve (12) references for NESDEC to which she did not speak to all and Ms. Schaeffner spoke to four (4) references for MASC.

After each committee member shared their reference check updates, Mr. Harris thanked Ms. Fox and Ms. Schaeffner for all the calls they made. He also inquired if the committee thought HYA should be removed from consideration to which the consensus remained that there was no need to create a motion to eliminate HYA since everyone was in agreement to move forward with a decision.

After a discussion, it was unanimously decided that the committee was interested in both MASC and NESDEC. After further discussion it was decided that working with NESDEC would be the best fit for the Marblehead Public Schools Superintendent Search. It was also mentioned by multiple committee members that since MASC was involved with the recent Interim Superintendent Search, that it would be to the benefit of the district to utilize what resources MASC may still have readily available to the committee.

Ms. Gold made a motion to enter into a contract with NESDEC pending successful contract negotiations for the Superintendent Search for Marblehead Public Schools. The motion was accepted by Ms. Schaeffner and seconded by Ms. Taylor. The motion carries, 5-0.

### **4. Discussion of Community Communication**

Ms. Gold opened the conversation sharing that a quote from an article written in a Maine newspaper regarding the hiring of a former employee had recently been brought to her attention. She shared that her intention was to reach out to the press that published the article to comment and thought that it would be best to discuss her intentions with the school committee prior to reaching out to the Maine publication. Ms. Gold read a prepared statement.

Ms. Schaeffner shared that she did not think it was necessary to release a statement. Ms. Fox stated, "My only concern with seeking them out to give a statement is potentially dipping our toe into a pond we don't want to get into and opening ourselves up for issues." After a discussion, no vote was taken, however, it was unanimously decided that it was not necessary to respond to the published quote and to focus on moving the school district towards a positive direction, focusing on the future and not the past.

A discussion regarding how to better communicate with the community occurred. Ideas about newsletters, open forums and office hours were discussed.

Ms. Taylor mentioned being as proactive and efficient as possible.

Mr. Harris mentioned the successful tweeting of Marblehead High School Principal, Mr. Bauer.

Ms. Fox mentioned that MASC may be able to offer some good suggestions.

Ms. Schaeffner mentioned the importance of more structure with sub-committee reporting.

Ms. Gold also referenced community engagement and how she would like the school committee to walk in the holiday parade this year to which everyone decided was a great idea.

## **5. Building Project Update**

### **a. Report on Progress**

Mr. Harris shared an update regarding the new elementary building project. Mr. Harris shared that the building committee discussed a communication plan regarding the public at a recent meeting. He shared the importance of proper communications more specifically with property abutters that would be more directly impacted by the noise and deliveries. Regular website updates, newsletters and an informative Facebook page was all discussed.

It was also shared that the building committee was able view a 3-d walk through of the new school last week. Mr. Harris shared that it was exciting to visualize the way hallways, entryways and lighting would all look.

Mr. Harris mentioned that the sub-committee to choose the construction manager met earlier that evening to discuss the requests for qualifications (RFQ's) that were submitted. He noted that the six (6) companies that submitted their RFQ's were:

Agostini  
Bond Brothers  
Gilbane  
Shawmut Construction  
Walsh  
Dimio

Mr. Harris noted that once all qualified candidates had been confirmed the requests for proposals (RFQ's) would go out and remain open for two weeks. The process would then be to hold open interviews and once the building committee selected a candidate, bring that candidate to the school committee to affirm the vote. It was noted that the timeline would be the end of October.

Ms. Schaeffner inquired if the new construction manager would be part of the design and development process to which Ms. Fox and Mr. Harris agreed that to their understanding of the timeline, they would unfortunately not be able to provide much input.

### **b. Discussion on Naming the New School**

Ms. Schaeffner mentioned that a discussion regarding the process of naming the new elementary school should be further discussed.

Ms. Fox noted that the community should be involved and the school committee should decide what that would look like.

Mr. Harris did clarify that it has been confirmed that the school committee has the final say in naming of the new elementary school but that all considerations would be accepted.

Ms. Taylor mentioned the variety of ways to include the community reminding the committee of the importance of remaining aware of community members that do not have access to technology and mentioned the potential of a naming sub-committee.

Ms. Gold stated that the first step would be to put together a way to receive ideas and that reaching out to the technology department regarding setting up an email for submittals would be a good place to start.

After a discussion, it was decided that the email address would be a productive starting point and that a sub-committee may not be necessary. It was also decided that Ms. Schaeffner would be in charge of placing “name the school” boxes around town.

Ms. Gold suggested that most submissions should be in by Thanksgiving.

#### **6. Dates for Joint BOS Meeting (Board of Selectmen)**

Ms. Gold informed the school committee that there would be a joint meeting with the Board of Selectmen scheduled for next Thursday September 26<sup>th</sup> at 7:30pm at the High School. She shared that the meeting was being held to discuss an article that had been voted on at a previous town meeting discussing ways in which the town and schools could work together to coordinate with each other to best use funds throughout the town.

#### **7. MASC Joint Conference**

Ms. Gold mentioned that the MASC/MASS Joint Conference is scheduled for November in Hyannis and that she would like to be able to send at least two committee members. Ms. Taylor confirmed the dates would be November 6<sup>th</sup>-9<sup>th</sup>.

Ms. Schaeffner and Ms. Fox expressed interest in attending depending upon the days that would be coordinated to attend.

Ms. Gold stated that she would add discussing the conference further as an agenda item at another upcoming meeting to confirm plans for the attendees.

### **Closing Business**

#### **1. New Business**

Ms. Fox shared that Sustainable Marblehead had reached out to both herself and Mr. Harris sharing a document about initiatives they would like Marblehead Public Schools to take up. It was decided that Ms. Fox would reach out to Sustainable Marblehead about scheduling a time to meet with the Building Committee and/or the School Committee.

It was also decided that Ms. Fox would share the information with the Superintendent for consideration to present at a future school committee meeting.

Ms. Gold also stated that per Superintendent McAlduff’s recommendation that the committee should confirm a potential date to begin the orientation process for the Superintendent Search with NESDEC.

After confirming meeting calendars, it was decided that Wednesday, October 2<sup>nd</sup> at 7pm would be best for all for scheduling. Ms. Gold would reach out to NESDEC to confirm the date, plan for the evening and time frame allotted for the orientation.

**2. Correspondence (MTRS) (NEASC)**

Ms. Gold shared that a letter from NEASC addressed to High School Principal, Mr. Bauer informed the high school that the Committee on Public Secondary Schools voted to accept the high school's five (5) year progress report and accepted its accreditation.

Ms. Gold also shared that the Massachusetts Teachers Retirement System alerted Marblehead Public Schools that they had been selected as one of the schools who would be audited regarding their employee census data this year.

**3. Adjournment**

Ms. Gold adjourned the meeting at 9:24pm

Respectfully Submitted,  
Sarah Fox, Secretary  
Marblehead School Committee

*Meeting Documents:  
Schedule of bills totaling \$211, 439.85  
Advisory Program Stipend Materials  
Policy Revisions AC and ACAB  
New Policy AC-R  
Superintendent Search Consultant Decision Materials  
Community Engagement Discussion Memo  
Massachusetts Teachers Retirement System, MTRS audit letter  
New England Association of Schools and Colleges, NEASC approval accreditation letter*

*Approved 11.21.19*