

**Record of the Marblehead School Committee Meeting**  
**Thursday, May 5, 2016**  
**MHS Library**

**Members Present:** Kathleen Leonardson, Meredith Tedford, Susie Pratt,  
Kate Lipsitz, David Harris, Jr.

**Also:** Maryann Perry, Superintendent  
Dr. Bradford Smith, Assistant Superintendent  
Amanda Maniaci, Business and Finance Administrator  
Ken Lord, Exec. Dir. Of Technology and Operations

**SC Members Absent:**

**I. Initial Business**

**1. Call to Order**

Ms. Leonardson called the meeting to order at 7:30PM.

**2. Commendations**

Superintendent Perry gave a wonderful tribute to Ms. Leonardson for her years of dedication, integrity and leadership as a school committee member, chair and personal friend. Ms. Perry gave a brief biography of The SC members thanked Ms. Leonardson for not only her term on school committee but her dedication to other Town boards as well. Many community members came forward to thank her for her service to the School Committee as well as the many Town Boards she was a member of.

**SC took a five minute recess**

Ms. Tedford commended the Magic Hat Thrift Shop's volunteers and who made possible the distribution of \$70,000 last week. Ms. Perry noted that over the last ten years, the Magic Hat has contributed to the Bell School over \$114,000; Coffin/Gerry \$112,000; Glover \$117,000; Village \$111,000; Veterans \$106,000; and the High School \$140,000 for a total of \$698,548 and they will have another allocation in October. Ms. Leonardson asked for a letter of thank you to be sent to the Magic Hat.

Ms. Pratt commended all the teachers and administrators who worked on the School Improvement Plans.

Ms. Lipsitz commended the Veterans School Jazz Band who participated this year in the Massachusetts Association of Jazz Education Northeast District Junior Festival and who received the bronze medal. Also congratulations Jack Maniaci, Andrew Schroeder and Mike Martelli for receiving outstanding musicianship awards.

Mr. Harris commended the 800+ townspeople who showed up at Town Meeting.

Ms. Leonardson noted that the Senior Art Show will be opening May 9<sup>th</sup> through June 1<sup>st</sup> and the opening reception is May 16<sup>th</sup> from 5:00pm-7:00pm at the Abbot Public Library.

Ms. Leonardson noted that the Drama Club will be presenting Twelfth Night on May 13<sup>th</sup> and May 14<sup>th</sup>.

Ms. Leonardson thanked James Maroney of MHTV for videotaping tonight's meeting and also thanked the Town for attending Town Meeting as well as for voting for the Gerry School Feasibility Study.

**3. Public Comment**

None

**4. Student Representative**

Not present

**II. Consent Agenda & Action Items**

**1. SC Minutes: 3/28/16; 4/5/16**

Ms. Leonardson asked if there were any objections to the minutes, none were noted so she moved that they were approved.

**2. Second reading of update policy BBBC-School Committee Member Resignation**

No change from first reading which was to change the OR to an AND.

Motion to approve policy BBBC-School Committee Member Resignation for 2<sup>nd</sup> reading was made by Ms. Tedford and seconded by Ms. Pratt. The Committee **VOTED** 5 yes, 0 no on a roll call vote: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**3. Second reading of updated policy BDFA-School Councils (Site Based Management Teams)**

Modification to add #5 since second reading. All were in favor of the modification.

Motion to approve policy BDFA-School Councils (Site Based Management Teams) for 3<sup>rd</sup> reading was made by Ms. Lipsitz and seconded by Ms. Pratt. The Committee **VOTED** 5 yes, 0 no on a roll call vote: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**III. Teaching/Learning-Superintendent of Schools**

**A. District Reports and Updates**

**1. School Improvement Plans – Bell, Glover, Coffin/Gerry**

**Bell School**

Principal Donna Zaeske introduced her School Council members by name and introduced the three teachers with her who are Janet Bach, Philo Whatera, and Robin Berg. Presented tonight will be three goal areas which will be in Math, Assessment and Building Vision and Technology Support. The other goals are outlined in the report.

**Coffin/Gerry School**

Sean Satterfield, Principal of Coffin/Gerry. Mr. Satterfield noted that his school has gone from a Level 2 to a Level 1 School with the State since last year and received a visit from the Commissioner.

**Glover School**

Brian Ota, Principal of the Glover School presented his School Improvement Plans with their four goals.

**2. Northshore Education Consortium amended agreement**

Bob Bellucci, Student Services Director, explained that Marblehead Public Schools is a member of the NorthShore Education Consortium. There are 19 districts who are members and there is a charge to belong. NSEC offers special education programs, training for both special education and regular education, and some contracted services. In the past, districts that were not members paid a fee to send a student but the fees were not uniform. Now that more communities provide many of the services in-district, there are fewer needs to send to the Consortium. A set fee schedule was established and one line was added to the agreement which stated “**Non-member tuition and fee differentials should not exceed 10%.**”

Motion to accept the amendment to the agreement with NorthShore Education Consortium date March 2016 was made by Ms. Lipsitz and seconded by Ms. Tedford. The Committee **VOTED** on a roll call vote, 5-0 in favor: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**3. Last day of school for students – June 24<sup>th</sup> – half day. Last day of school staff-June 27<sup>th</sup>**

Superintendent Perry asked the Committee to consider to vote June 24<sup>th</sup> as the last day of school for students and to vote it a half day. Last day of school for staff is June 27, 2016. Ms. Tedford made motion that the last day of school for students is 6/24/16 and that this day will be a half day. The motion was seconded by Ms. Pratt and the Committee **VOTED** on a roll call vote, 5-0 in favor: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**4. MHS Varsity Sailing Trip-Overnight and out of state**

The MHS Varsity Sailing team has qualified for the Down East Regatta to be held in Castine, Maine on May 14<sup>th</sup> and 15<sup>th</sup>. Mr. Harris made motion to approve an out-of-state and overnight trip for the MHS Varsity Sailing Team to Down East Regatta in Castine Maine. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** on a roll call vote, 5-0 in favor: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**5. Annual trip to Bournedale for Grade 6-overnight trip.**

Ms. Tedford made motion to approve an overnight trip for Village School Grade 6 to Bournedale. The motion was seconded by Ms. Pratt and the Committee **VOTED** on a roll call vote, 5-0 in favor: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**IV. Finance Organizational Support**

**1. Schedule of Bills**

None this meeting.

**2. YTD Budget Executive Summary**

Ms. Maniaci noted that there is no budget freeze and all buildings are currently looking to use their discretionary funds for needed items. She also noted that this is the first year we didn't have to go into the operating budget to support this area as it has been completely self sustaining. Changes were made in billing, marketing, collection changes, subsidies are slightly up for free and reduced and full price sales are slightly up over last year and the projection is that we will finish as self sustaining. Last year we took \$120,000 out of our operating budget and this year we've used 0. Ms. Maniaci also noted that this year the Substitute line will also come in under budget.

Mr. Harris made motion to accept the YTD budget report presented to the Committee on May 5, 2016. The motion was seconded by Ms. Tedford and the Committee **VOTED**, 5-0 on a roll call vote: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**3. Support staff salary and benefit package**

Ms. Maniaci noted that School Committee policy GDA states that the Committee votes the salary increases and benefits for 52 week clerks that are not in a bargaining unit. These benefits align with unit contracts.

Motion to approve the salary table for 52 week clerks/secretaries with a an increase of 2.5% across all groups and steps and will be effective July 1, 2016 was made by Ms. Pratt and seconded by Ms. Lipsitz. The Committee **VOTED**, 5-0 on a roll call vote: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

Motion to approve the clerks annual benefits as outlined within the document presented as of July 1, 2016 was made by Ms. Pratt and seconded by Mr. Harris. The Committee **VOTED**, 5-0 on a roll call vote: Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes; Ms. Leonardson.

**V. School Committee Communication and/or Discussion items**

**1. FY16 SC goals discussion**

Ms. Tedford explained that this year the Committee adopted the governance rubric that is recommended by MASC. There are five sections: Goals, Operating Protocols, Meetings, Monitoring and Community Engagement and the rubric identifies 1-4 with 1 being the weakest and 4 being the strongest. Ms. Tedford stated that next year she hopes they can summarize or tally everyone's scores. Ms. Leonardson noted that the area of most importance for her is the Operating Protocols and emphasized that the Committee continue to work at being disciplined in doing what they are suppose to do. Ms. Tedford felt that the biggest area that needs improvement is the Community Engagement area. She noted that the Committee followed most of the requirements in box 2 but they still need to figure out the best structure for community feedback. Ms. Pratt and Ms. Lipsitz agreed that this was the area they felt needed improvement. Mr. Harris noted that the SC meetings occurring in the different schools should continue and were helpful. He also noted that MHTV setting up remotely and broadcasting the meeting at a later time is very useful. Ms. Pratt stated she too sees the benefit of having meetings at other schools. She also feels we should continue working on the data dashboard and Ms. Perry and Ms. Maniaci noted that they will present the draft of IDashboard at the second meeting in June. Ms. Leonardson suggested that perhaps the Committee could have a program that would inform the community

what a school committee does. The Committee agreed on the importance of a sub-committee update once a month.

**VI. Closing Business**

**A. New Business**

Ms. Perry explained that she was speaking with Ms. Pratt about how school committee members can see what’s going on in the schools without overstepping the protocols that have been put in place. Ms. Perry stated that she spoke with her principals and they decided that at the first of the month they would send her a list of five events that they feel school committee members may be interested in and she in turn will send that out to the Committee.

**B. Correspondence**

Mr. Harris that there is a Town election next week, Tuesday May 10, for all town departments.

**C. Adjournment**

Motion was taken to adjourn, all in favor. Meeting adjourned at 9:00pm.

Respectfully submitted,  
Mr. Harris  
Marblehead School Committee

**Meeting Documents:**

SC Minutes: 3/28/16; 4/5/16

Policy BBBC

Policy BDFA

School Improvement Plans, Bell, Glover, Coffin/Gerry

Northshore Education Consortium amended agreement

Last day of school for students – June 24<sup>th</sup> – half day. Last day of school staff-June 27<sup>th</sup>

MHS Varsity Sailing Trip-Overnight and out of state

Annual trip to Bournedale for Grade 6-overnight trip.

YTD Budget Executive Summary

Support staff salary and benefit package

FY16 SC goals and rubrics

**Approved by SC 9/22/2016**