

**AMESBURY SCHOOL COMMITTEE  
SCHOOL COMMITTEE MEETING MINUTES  
AMESBURY MIDDLE SCHOOL  
JANUARY 20, 2009**

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Present at 7:00 p.m. were Thatcher Kezer, Chair, Stanley Schwartz, Bonnie Schultz, Paula Blair, Gale Hanshaw, Tom McGee, Charles Chaurette, Superintendent of Schools and Mike Bruno, SAC Representative.

The Chair called the meeting to order. Mike Bruno led the Committee in the Pledge of Allegiance.

**2. PRESENTATIONS**

1. Fine Arts Update: New Courses & Technology – Tom Horan  
Mr. Horan used a slide presentation to show the former music facilities and the new state of the art music facilities at the high school.

**3. COMMENTS BY VISITORS, DELEGATIONS**

None.

**4. ADMINISTRATIVE REPORTS**

**A. Curriculum Director's Report**

Ms. Imel dovetailed her report with Mr. Horan's presentation regarding courses that will be added to the curriculum in the area fine arts, world language and wellness.

**B. Assistant Superintendent's Report**

Mr. Jack handed out a quarterly report that will be discussed at length at the next budget/finance subcommittee on February 3<sup>rd</sup>. He also talked about crisis management protocols. He is planning to have a drill at the schools prior to February vacation. All staff will be trained on the different protocols in the next two weeks.

The main door at the Amesbury Elementary School is now locked and the main office personnel can buzz visitors in. Cashman School will be given the same capability soon.

**C. Superintendent's Report**

Dr. Chaurette gave an up-to-date report on the status of the dissolution of the Coastal Collaborative. Petalworks is now a separate entity called Coastal Connections. Amesbury has joined with the Greater Lawrence Educational Collaborative (GLEC) as an adjunct member. Dr. Chaurette is now on the board of directors for GLEC. Deidre Farrell of Newburyport is managing the finances. \$36,000 will be returned to the district. These funds will be used to pay tuition costs at GLEC. When the final audit is completed, some additional funds may be returned to the district.

**ITEMS FOR APPROVAL OR EARLY CONSIDERATION**

**A. APPROVAL OF MINUTES**

*Motion by Bonnie Schultz, seconded by Gale Hanshaw to approve the regular minutes dated January 6, 2009. Unanimous, Yes, Student Rep., Yes.*

**B. BUSINESS**

**1. 1<sup>st</sup> Reading Policy KF, KF-E, KF-R1 Community Use of School Facilities**

Gale Hanshaw gave an overview of the edits to this policy and its exhibits and regulations. It will move to a second reading at the next school committee meeting. The separate document regarding the rental costs, etc. has been referred to the budget/finance subcommittee for review.

**2. Superintendent Search**

The two options discussed at the last school committee meeting were further discussed. The first option would be to engage in a full search for a new superintendent, the second option would be to promote from within the district.

Dr. Chaurette explained the information he received from the Mass. Association of School Superintendents (MASS). There are over 50 open superintendent positions across the state. Most recently, six out of eight of these vacancies were filled by promotion within the eight school districts. Financially, it can cost between \$8,500 and \$40,000 to conduct a search.

Each school committee member spoke to this issue and recommended that since there was an assistant superintendent who was fully capable of being the superintendent, the consensus was that the school committee should enter into negotiations with David Jack.

The Mayor shared information that Debra Bibeau had given him because she was unable to attend the meeting in person. Ms. Bibeau said that the MASC would be able to help the school committee in a full search, however, her recommendation is that Mr. Jack is qualified and confident and the committee should enter into negotiations with Mr. Jack.

*Motion by Stanley Schwartz, seconded by Tom McGee to initiate negotiations with Mr. Jack for the position of superintendent of schools to include a public interview session at the next school committee meeting. Unanimous, Yes.*

Discussion regarding how to get the word out that Mr. Jack would be interviewed by the school committee at their next meeting. The ConnectEd system would probably be the best way to reach the most people. Also discussed was if the middle school library was a large enough venue for the interview to take place. The consensus was that it would be sufficient.

Dr. Chaurette asked the committee what process they would put in place in order to replace Mr. Jack with a financial person. Mr. Schwartz suggested that a personnel subcommittee meeting be scheduled to discuss the process. The personnel subcommittee will meet before the first school committee meeting in March and report out what has been decided as a process. The budget/finance subcommittee will meet prior to the second school committee meeting in March. In the meantime, the school committee would like to move forward with negotiations with Mr. Jack for the position of superintendent.

### C. WARRANT

*Motion by Gale Hanshaw, seconded by Bonnie Schultz, to approve the warrant dated January 29, 2009 in the amount of \$371,769.13. Unanimous, Yes.*

## INFORMATIONAL ITEMS

### A. Subcommittee Reports

#### 1. **Budget/Finance Subcommittee**

No report.

#### 2. **Policy Subcommittee**

This subcommittee will meet again on February 4<sup>th</sup>.

#### 3. **Personnel Subcommittee**

This subcommittee met prior to the school committee meeting. The superintendent's job description was discussed and edited. The elementary principal job description had been recently updated so there was no discussion. The subcommittee will go through the job description book for the purpose of updating outdated job descriptions beginning with the positions at the central office.

#### 4. **Student Advisory Council**

Mike Bruno stated that the discussion with Kevin Kish, Chartwell's cafeteria manager, went very well. More food choices will be offered and the configuration of the cafeteria lines was discussed. The council would like to set up a subcommittee to meet with Mr. Kish on a regular basis.

#### 5. **High School Building Committee**

Mr. McGee reminded the committee that the Celebration Ceremony for the completed high school project is scheduled for Sunday, February 1<sup>st</sup> at 1:00 p.m. followed by an open house until 4:00 p.m. It was suggested that an announcement be placed on the new town hall plaque.

**COMMUNICATIONS**

None.

**FUTURE AGENDA ITEMS**

1. Proposal for Early Release Days
2. AHS Football Reception
3. Principal and Superintendent's Awards
4. Library Media Teachers Presentation
5. Superintendent's FY10 School Budget

Ms. Schultz asked when the discussion regarding early release days would take place. Dr. Chaurette stated that the issue was with the policy subcommittee now and a proposal will come to the school committee no earlier than April.

***Motion by Bonnie Schultz, seconded by Stanley Schwartz to adjourn the meeting at 8:15 p.m. Unanimous, Yes., Student Rep., Yes.***

Respectfully Submitted,

Tom McGee  
Secretary