

**AMESBURY SCHOOL COMMITTEE
SCHOOL COMMITTEE MEETING MINUTES
AMESBURY MIDDLE SCHOOL
JANUARY 6, 2009**

Present at 7:00 p.m. were Thatcher Kezer, Chair, Debra Bibeau, 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. Stan Schwartz led the Committee in the Pledge of Allegiance.

ORGANIZATION MEETING

A. School Committee Reorganization

1. Election of Vice-Chair and Secretary

The Chair asked for nominations for the position of Vice-Chair.

Motion by Debra Bibeau, seconded by Paula Blair to nominate Stanley Schwartz as Vice-Chair of the Amesbury School Committee. Unanimous, Yes, Student Rep., Yes.

The Chair asked for nominations for the position of Secretary.

Motion by Bonnie Schultz seconded by Debra Bibeau to nominate Tom McGee for the position of Secretary. Unanimous, Yes, Student Rep., Yes.

2. Adopt Rules and Regulations for Conduct

Motion by Gale Hanshaw seconded by Tom McGee to adopt the rules and regulations for conduct. Unanimous, Yes, Student Rep., Yes.

3. Meeting Days and Times

Ms. Bibeau stated that there are conflicts with school committee meetings and municipal council meetings. Mayor Kezer spoke with Roger Benson, Municipal Council President, about the conflicts in meetings scheduled for the school committee and the ordinance committee. Mr. Benson stated that if there is an ordinance committee meeting requiring attendance of the Mayor or school officials, the ordinance committee will reschedule their meeting in order to accommodate the school committee.

Ms. Schultz asked about moving the school committee meetings to the high school library so that they are more handicap accessible. The Mayor will talk to Charlie and whoever else needs to be involved and will take this idea to the next step. Ms. Bibeau stated that there is also a separate library entrance so that people do not have to walk through the school

to get to the meetings. Ms. Bibeau asked for a solution to be ready in a month's time as this has been on the table for a few years.

Mr. Schwartz said that in light of the possibility of moving the meetings to the high school, he would like to thank Mr. Curry, AMS Principal, for his hospitality over the years.

Motion by Paula Blair, seconded by Gale Hanshaw to approve the meeting dates and times as presented. Unanimous, Yes, Student Rep., Yes.

4. Subcommittee Appointments
The Chair announced the subcommittee appointments and the chairs as follows:

Personnel Subcommittee Members: Bonnie Schultz, Chair,
Stanley Schwartz and Tom McGee

Motion by Debra Bibeau, seconded by Stanley Schwartz to accept the Chair's Personnel Subcommittee appointments. Unanimous, Yes, Student Rep., Yes.

Budget/Finance Subcommittee Members: Debra Bibeau, Chair,
Bonnie Schultz and Paula Blair

Motion by Stanley Schwartz, seconded by Bonnie Schultz to accept the Chair's Budget/Finance Subcommittee appointments. Unanimous, Yes, Student Rep., Yes.

Policy Subcommittee Members: Gale Hanshaw, Chair,
Tom McGee and Stanley Schwartz

Motion by Gale Hanshaw, seconded by Bonnie Schultz to accept the Chair's Policy Subcommittee appointments. Unanimous, Yes, Student Rep., Yes.

SPED PAC Liaison: Bonnie Schultz

Motion by Paula Blair, seconded by Debra Bibeau to accept the Chair's appointment of Bonnie Schultz as the SPED PAC Liaison. Unanimous, Yes, Student Rep., Yes.

5. Other Appointments:

Athletic/MIAA Liaison – Debra Bibeau
Legislative Liaison – Debra Bibeau
Parliamentarian – Gale Hanshaw
High School Building Committee Liaison – Tom McGee
High School Handbook Liaison – Gale Hanshaw

Motion by Paula Blair, seconded by Stanley Schwartz to accept the Chair's "Other Appointments" as listed above. Unanimous, Yes, Student Rep., Yes.

Discussion regarding how long the High School Building Committee will need to meet. Mr. McGee and Dr. Chaurette stated that it was difficult to answer that question as there is still a punch list of items that need to be completed. The committee was also considering asking the school personnel for a wish list with any funds that had gone unused.

Reorganization Meeting Concluded at 7:20 p.m.

REGULAR MEETING

The regular meeting came to order at 7:21 p.m.

2. PRESENTATIONS

None.

3. COMMENTS BY VISITORS, DELEGATIONS

None.

4. ADMINISTRATIVE REPORTS

A. Curriculum Director's Report

Ms. Imel gave the committee a PowerPoint presentation regarding the Fall local writing assessment. Amesbury students are tested by teachers and scored by teachers in an effort to see which areas students do well in with regard to the MCAS tests and which areas need more attention in order to increase future MCAS scores. Dr. Chaurette summarized Ms. Imel's report by stating that our students are performing better in reading, writing and math overall.

B. Superintendent's Report

Dr. Chaurette commended the emergency management personnel on how well they worked with school department personnel during recent weather challenges. He spoke about issues that need attention to prepare for future weather emergencies, communication being the most important. Without power, cell phones could not be charged, and chain of command issues became apparent. Policies may need to be created on how to proceed in the opening of school buildings to house citizens in the event of power loss, etc. How the costs incurred are covered also needs to be discussed.

The superintendent stated that there was a copy of a letter to all multi-purpose facility technicians in the school committee packets. This letter was sent by the superintendent on behalf of the school committee commending these employees on the fabulous job they did getting the high school ready for the opening day of school.

Dr. Chaurette announced six (6) new Adams Scholarship recipients. They are: Craig Becker, Jr., Kristopher Bucyk, William Hadley, Katie Kozacka, Jessica Marx and Shauna Wade.

The Chair explained the options that the school committee has in order to fill the superintendent position that will be vacant as of July 1, 2009. The options are: A) hire a consultant and proceed with a search for a new superintendent, or B) since there is currently an assistant superintendent in place in the school district, speak to that individual to see if there is interest in moving into the superintendent position. Information regarding the cost of an outside search, the current market place and the number of superintendent positions currently open in Massachusetts will be discussed at the next school committee meeting. The school committee will decide how to proceed in filling this position at their next meeting. Ms. Bibeau stated that there are currently 53 superintendent positions in Massachusetts that will be vacant as of June 30, 2009. She also stated that one more option would be to look for an interim superintendent.

ITEMS FOR APPROVAL OR EARLY CONSIDERATION

A. APPROVAL OF MINUTES

Ms. Bibeau made a correction at the top of page 2439 changing the word “Stanford” to “Stand for Children”.

Motion by Tom McGee, seconded by Bonnie Schultz to approve the regular minutes dated December 16, 2008 as amended. Unanimous, Yes, Student Rep., Yes.

B. BUSINESS

1. Surplus Wood Shop Machinery

Brad Ford submitted a list of wood shop machinery that needs to be declared as surplus. Ms. Bibeau asked if the school department would receive the cost of this machinery. Mayor Kezer stated that under Mass. General Law, any money received by the town must go into the general fund.

Motion by Debra Bibeau, seconded by Bonnie Schultz to approve that the list of wood shop machinery be declared as surplus. Unanimous, Yes.

2. 403b Resolution Adoption

Ms. Bibeau stated that the budget/finance subcommittee voted to adopt the 403b plan and send it to the full committee for adoption. The company overseeing the plan is CPI. Mr. Schwartz added that this was done in accordance with IRS rules.

Motion by Debra Bibeau, seconded by Stanley Schwartz to accept and adopt the resolutions pertaining to the 403b Plan Adoption Agreement as proposed by CPI. Unanimous, Yes. Student Rep., Yes.

3. 2nd Reading Policy EEAB-R Disabled Student Transportation

Motion by Gale Hanshaw, seconded by Stanley Schwartz to approve Policy EEAB-R Disabled Student Transportation on the 2nd reading. Unanimous, Yes, Student Rep, Yes.

2nd Reading Policy IJJ, IJJ-R, IJJ-E Textbook Selection/Adoption

Motion by Gale Hanshaw, seconded by Stanley Schwartz to approve Policies IJJ, IJJ-R and IJJ-E Textbook Selection/Adoption on the 2nd reading. Unanimous, Yes.

4. Memorandum of Understanding

Dr. Chaurette stated that the Memorandum of Understanding included in the school committee packet is required to be signed every year by the Amesbury Public Schools, the Amesbury Police Department and the Essex County District Attorney's office. The District Attorney's office coordinates this process.

Motion by Debra Bibeau, seconded by Tom McGee to accept the Memorandum of Understanding. Unanimous, Yes, Student Rep., Yes.

C. WARRANT

Motion by Paula Blair, seconded by Stanley Schwartz, to approve the warrant dated January 15, 2009 in the amount of \$240,745.77. 6, Yes, 1 Abstain (Hanshaw).

INFORMATIONAL ITEMS

A. Subcommittee Reports

1. Budget/Finance Subcommittee

Mr. Schwartz reported that the subcommittee had met prior to this meeting and had discussed the budget for FY09 and FY10. They voted to move the 403b plan with CPI to the full committee for a vote. As he will not be on the budget/finance subcommittee for the coming year, Mr. Schwartz thanked both the superintendent and the assistant superintendent for being such a pleasure to work with while he was on the subcommittee.

2. Policy Subcommittee

This subcommittee will meet again on January 7, 2009 unless the weather is prohibitive. Ms. Hanshaw told the committee that she has developed a 3-year cycle for reviewing the policy manual.

3. Personnel Subcommittee

Will meet at 6:00 p.m. prior to the next school committee meeting.

4. Student Advisory Council

Mike Bruno stated that he had spoken to Kevin Kish regarding the long cafeteria lines. They set up a meeting date to discuss this issue. The bulletin board issue was discussed with Mr. Murray. There are more bulletin boards coming to the high school and SAC would like to have input as to the placement of the boards. The council discussed which clubs should/should not be charged user fees and decided to leave this issue just as it is.

5. **High School Building Committee**

Mr. McGee stated that the committee discussed how to close out the building committee, however, there is still a punch list and there may be a 2nd wish list. Their next meeting will be January 27th at 6 p.m. Also, the Celebration Ceremony is scheduled for Sunday, February 1, 2009 from 1:00-4:00 p.m. The Mayor added that this celebration is for the whole community to come and see the renovated high school.

COMMUNICATIONS

- Ms. Bibeau stated that the MASC Day on the Hill is scheduled for May 7, 2009 and all student reps. are invited free of charge. She also stated that her MASC President's Retreat will take place on Friday and Saturday, January 9 and 10 in Amesbury.
- Dr. Chaurette brought attention to the fact that each school committee member was given a packet of information from Mr. Thivierge regarding legislation prior to this meeting.

FUTURE AGENDA ITEMS

1. Proposal for Early Release Days
2. AHS Football Reception
3. Update on the Coastal Collaborative

Mr. Schwartz asked the committee if there are other groups that they would like to be invited to a future school committee meeting to have a panel discussion. For instance, the District Attorney's office.

Dr. Chaurette asked for guidance from the committee regarding when and how to handle the reception for the high school football team. Ms. Bibeau suggested that the reception be put off until such time as the committee moves their meetings to the high school.

Motion by Bonnie Schultz, seconded by Tom McGee to adjourn the meeting at 8:34 p.m. Unanimous, Yes., Student Rep., Yes.

Respectfully Submitted,

Tom McGee
Secretary