

**AMESBURY SCHOOL COMMITTEE  
SCHOOL COMMITTEE MEETING MINUTES  
AMESBURY MIDDLE SCHOOL  
SEPTEMBER 21, 2009**

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Present at 7:00 p.m. were Thatcher Kezer, Chair, Stanley Schwartz, Debra Bibeau, Paula Blair, Bonnie Schultz, Gale Hanshaw, Tom McGee, David Jack, Superintendent of Schools and Steve Hanshaw, SAC Representative.

The Chair called the meeting to order. Steve Hanshaw led the Committee in the Pledge of Allegiance.

**2. PRESENTATIONS**

None.

**3. COMMENTS BY VISITORS, DELEGATIONS**

- Gregory Noyes, 8 Clark's Road, was present to ask if any changes had been made to the Athletic Cut Policy since he had attended a Policy Subcommittee meeting in March, 2009. Mr. Noyes stated that he did not think that members of the senior class should be cut from a sports team. He also expressed his concern that there were no standards for the coaches that are hired. Ms. Bibeau stated that she would get the standards and regulations from the MIAA and make sure the athletic director has them. Mr. Noyes further requested that in the future if someone comes to the school committee with an issue that gets addressed by a subcommittee, could the school committee let the citizen know what action, if any, was taken. The Chair suggested that Mr. Noyes submit any requests or concerns in writing.

**4. ADMINISTRATIVE REPORTS**

**A. Business Administrator's Report**

**1. Transportation**

Mr. Bergeron reported that 869 bus passes have been issued to students. We have received \$19,800 in revenue and \$22,650 in receivables. He also made the committee aware that he is working with the bus company regarding timely pick-up and drop-off times as well as driving around any construction that is going on in Amesbury. The Chair suggested that Mike call Rob Desmaris for a schedule of road work to be done. The Chair also suggested that in times of emergency road work it would be best not to call the DPW during the emergency as it could delay their work. Mr. Bergeron also stated that the increase in free and reduced lunch applications could decrease the amount of transportation revenue.

2. **Crossing Guards**

Mr. Bergeron informed the committee that there were no changes in crossing guard positions.

3. **Budget Update**

There are two new special education students at the high school level that may require the addition of staff.

Mr. Bergeron will be bringing the 1<sup>st</sup> quarter projection to the budget/finance subcommittee soon. There are 28 staff members who are moving up the salary scale due to the completion of graduate courses.

The General Accounting Office report that was due on September 25<sup>th</sup> has been completed and submitted.

The DESE has provided a tool online for Amesbury to report how we are using the ARRA funds.

Discussion ensued regarding a meeting of the Municipal Council Finance Committee and the Budget/Finance Subcommittee. Regular meetings may make for a smoother discussion during budget time. Ms. Bibeau will speak to Mr. Neale and ask how the Municipal Council would like to proceed with joint meetings.

Special Education out of district placements are stable as of now.

Mr. Schwartz asked if the Chartwell's manager would be giving a report soon. Mr. Bergeron stated that Mr. Kish would attend the October 20<sup>th</sup> meeting.

**B. Curriculum Director's Report**

1. **Curriculum Update**

Teacher Induction

- Ms. Imel reported that 15 new teachers participated in the Teacher Induction Program. Carol Bartlett did an amazing job in getting books prepared for each new teacher. Maria Ferrandini, former APS teacher, worked with the new teachers throughout the three orientation days. All new teachers were assigned a mentor. Peter Hoyt, former principal, led a bus tour through Amesbury to help the new teachers get acclimated to the town. The three induction days consisted of building based meetings, mentor meetings, peer observations, literacy and John Collins Writing training. The mentors will meet with their mentees throughout the year. A question and answer period followed.

### Professional Development Days

- Ms. Imel spoke to the committee about the workshops that took place during the two professional development days on 8/28 and 8/31. CPI training is ongoing and this year the National Conference on Math is going to be held in Boston and we'll be sending teachers to that conference. She also reported that Amesbury is part of a 3-year grant called Teaching American History which the teachers are very excited about. Ms. Imel has written and submitted a \$30,000 K-12 literacy grant that she will report on at the next school committee meeting.

## C. Superintendent's Report

### 1. Personnel Update

The superintendent reported that the school department is now fully staffed.

### 2. Student Enrollment

Mr. Jack explained the enrollment reports that were included in each school committee packet. He stated that the enrollment at the middle school had increased by 42 students and the high school increased by 9 students. He indicated that the 5<sup>th</sup> grade was filled to capacity and had recently been closed to any Choice students. After October 1<sup>st</sup>, there will be more firm numbers.

### 3. School Committee Meetings Location

Discussion regarding Russ Munroe's suggested configurations for holding school committee meetings at the high school. Once the committee commits to a configuration, cameras will be fixed and hung on the walls. Ms. Bibeau requested that a podium be added to the presentation area. The superintendent expects this room to be ready for a school committee meeting by the 2<sup>nd</sup> meeting in October. Signage was discussed as well as how the public would be notified that the location of the school committee meetings has changed to the high school; Channel 18, local newspapers, town/school website, postings and the high school principal's cable show.

### 4. Whittier Visit

The superintendent confirmed that the school committee will tour Whittier Vo-Tech High School on Tuesday, September 29<sup>th</sup> at 11:00 a.m. The tour will be followed by lunch in the school's dining room. A meeting place will be determined and the members will be notified via email.

## **ITEMS FOR APPROVAL OR EARLY CONSIDERATION**

### **A. APPROVAL OF MINUTES**

*Motion by Bonnie Schultz, seconded by Gale Hanshaw to approve the regular minutes dated September 1, 2009. Unanimous, Yes.*

### **B. BUSINESS**

#### **1. MSBA Statement of Interest**

The superintendent explained that the school committee needs to submit a Statement of Interest for a renovation/re-build for the Amesbury Elementary School to the MSBA by October 23<sup>rd</sup>. Once the school committee votes approval of the Statement, the municipal council will also need to vote in the affirmative before submission. This Statement does not commit the school department to anything, it just starts the process. MSBA will come to Amesbury to look at the elementary school and its current condition. A study will be done at a later date. If a renovation is deemed an emergency, the project timeline could move up considerably. The MSBA considers eight areas when assessing a project and they are:

- (1.) Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists, as determined in the judgment of the Authority;
- (2.) Elimination of existing severe overcrowding, as determined in the judgment of the Authority;
- (3.) Prevention of loss of accreditation, as determined in the judgment of the Authority;
- (4.) Prevention of severe overcrowding expected to result from increased enrollments, which must be substantiated, as determined in the judgment of the Authority;
- (5.) Replacement, renovation or modernization of the heating system in any schoolhouse to increase energy conservation and decrease energy related costs in the schoolhouse, as determined in the judgment of the Authority;
- (6.) Short term enrollment growth, as determined in the judgment of the Authority;
- (7.) Replacement or addition to obsolete buildings in order to provide a full range of programs consistent with state and approved local requirements, as determined in the judgment of the Authority; and
- (8.) Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts, as determined in the judgment of the Authority.

*Motion by Debra Bibeau, seconded by Gale Hanshaw to enter into a Statement of Interest for the Amesbury Elementary School and begin the process to establish a timeline for a possible renovation. Unanimous, Yes, Student Rep., Yes.*

The superintendent will be sending more information to the Mayor so that the Mayor may file a Resolution for consideration at the October 13<sup>th</sup> Municipal Council meeting. A formal vote by the school committee will be taken at the October 6<sup>th</sup> meeting.

**2. School Committee Goals 09-10**

The committee discussed their goals in the “SMART” goals format put together by Ms. Bibeau and Ms. Schultz. The Chair stated that there is a concern with Goal 3 regarding the use of webinars by teachers. Ms. Imel explained that webinars take place during school time which would take teachers away from being in front of their students. The school committee decided to meet again for further discussion on their goals. This meeting will take place at 6:00 p.m. prior to the October 6<sup>th</sup> school committee meeting.

**C. WARRANTS**

*Motion by Debra Bibeau, seconded by Stanley Schwartz to approve the warrant dated September 24, 2009 in the amount of \$311,035.18. Unanimous, Yes.*

**INFORMATIONAL ITEMS**

**A. Subcommittee Reports**

**1. Budget/Finance Subcommittee**

This subcommittee will meet on October 6<sup>th</sup> at 5:00 p.m.

**2. Policy Subcommittee**

This subcommittee will meet on October 7<sup>th</sup> at 8:00 a.m. in the superintendent’s office.

**3. Personnel Subcommittee**

Ms. Schultz reported that the personnel report was discussed at the meeting and that the schools were fully staffed at this point.

**4. Student Advisory Council**

Steve Hanshaw represented the Student Advisory Council. He reported that SAC had met on September 14<sup>th</sup>. During the recent elections, no members of the freshman class ran for a spot on the council. SAC will meet again on 10/13 to discuss how to rally the freshman class.

**5. High School Building Committee**

Mr. McGee stated that the next meeting would be on 9/22 but he will not be able to attend. Mr. Jack will attend and may have a report at the next school committee meeting.

**COMMUNICATIONS**

- Ms. Bibeau recognized the Mayor for the coordination of the tremendous tribute ceremony for fallen soldier, Jordan Shay.
- Ms. Bibeau also thanked those who participated in the Relay for Life, especially great work done by the Hanshaw family.

- Ms. Bibeau stated that this was a big week for legislation both state and national; Charter and Readiness schools.
- Ms. Hanshaw reported on the Academy's first Ride for Education. There was lots of community participation. Thanks to Donna Georges, Principal, for putting that event together.
- Ms. Schultz reminded everyone that the AEFI Wine Tasting fundraiser would take place on 10/5 at 5:30 p.m.
- Mr. Jack informed the committee and the community that LOWE's home improvement team of 12-15 employees, worked on the garden at the Cashman School as part of their giving back to the community. A letter of thanks will be sent to LOWE's through Leslie Barnaby.

### **FUTURE AGENDA ITEMS**

1. Status Update on GLEC (10/09)
2. School Committee 09-10 Goals (10/6/09)
3. Superintendent's 09-10 Goals (10/09)
4. Lunch at Whittier (9/29/09)
5. Therapeutic Program Report (10/6/09)
6. Home Schooling (10/09)
7. Sparhawk School (10/09)
8. MASC Resolutions and Delegate Election (10/20/09)
9. Food Service Report (10/20/09)
10. Elementary School Improvement Plans (11/5/09)
11. Middle and High School Improvement Plans (11/17/09)

***Motion by Bonnie Schultz, seconded by Tom McGee to adjourn the meeting at 8:50 p.m., Unanimous, Yes.***

Respectfully Submitted,

Tom McGee, Secretary

### **Amesbury Public Schools Mission Statement**

***The Amesbury School District is unconditionally committed to every child, ensuring that all students experience success through the development of attitudes and skills necessary for lifelong learning by providing the highest quality staff, meaningful learning experiences, and a vitally involved community.***