

**AMESBURY SCHOOL COMMITTEE
SCHOOL COMMITTEE MEETING MINUTES
AMESBURY HIGH SCHOOL
March 21, 2016**

Present at 7:00 p.m. were Mayor Gray, Chair; Deb LaValley, Tom McGee, Peter Hoyt, Rob Chamberlain, Gretchen Marinopoulos, and Dr. Gary Reese, Superintendent of Schools.

Absent was Nick Wheeler, Deb LaValley and Katie Veseley.

Mayor Gray called the meeting to order at 7:03 PM and Tom McGee led the committee in the Pledge of Allegiance and read the Mission Statement.

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.

II. COMMENTS BY VISITORS, DELGATIONS

None

III. PRESENTATIONS AND REPORTS BY THE SUPERINTENDENT AND STAFF

A. Report of the Superintendent

Dr. Reese spoke about the following regarding the proposed Budget:

- Clear themes for all schools
- The need to rebuild and meeting the need for all students
- Social/emotional learning needs for all students
- AMS & AHS the need to provide more diverse course offerings and opportunities.
- Level Service – FY16-FY17 difference \$245,469. / 85% change from fiscal year 2016
- **Cashman Elementary**
 - Secretarial Support - \$26,493
 - Kindergarten – increase paraprofessional hours from 19 to 25 and shift .5 PreK position to .8 kindergarten - \$35,000
 - ESL shift from .8 to 1.0 FTE - \$15,300
- **Amesbury Elementary**
 - Secretarial Support - \$26,493
 - Kindergarten – increase paraprofessional hours from 19 to 25 - \$35,000
 - Special Education Teacher - \$45,000
- **Amesbury Middle**
 - East Program Teacher - \$45,000
 - Special Education Teacher - \$45,000
 - Adjustment Counselor (1 FTE) - \$22,500
 - Math Professional Development - \$4,000

- **Amesbury High School**
 - Adjustment Counselor (1 FTE) - \$22,500
 - Technology Teacher (Robotics) - \$54,000
 - College & Career Readiness - \$20,000

- **Amesbury Innovation High School**
 - Special Education Paraprofessional - \$20,000
 - Increase hours for secretary - \$4,000
 - Facility Maintenance - \$3,500

- **Central Office**
 - Part time secretary for superintendent & stipend to administrative support completing work beyond hours - \$18,500

- **FY 17 Recommended Fees**
 - Athletics - Decrease from \$350 to \$285
 - Co-Curricular - Decrease from \$80 to \$50 per student with family cap decreased from \$1200 to \$900 (athletics and co-curricular)
 - Bus Fees - Decrease from \$360 to \$250 (family cap decrease from \$540 to \$450)

Comments from School Committee members – All of the members applauded and thanked Dr. Reese for an outstanding job in rebuilding the budget. They appreciated his work and his efforts on building it back with balance. They felt that Dr. Reese clearly listened to everyone with their concerns and were all very impressed.

IV. COMMUNICATIONS

A. **Student Advisory Council – Katie Vesely**
Katie was absent.

B. **Other**
None

V. ITEMS FOR APPROVAL OR EARLY CONSIDERATION

A. **Melanson and Heath Audit**

John Sullivan, representing Melanson and Heath Firm, spoke on the *Agreed-Upon-Procedures Report*, that was presented to Mayor Gray and Deirdre Farrell on November 19, 2015. He went over some background of the firm and then continued with the overview of the report, touching on the following issues and its recommendations:

- Budget Methodology and offset receipts – recommend discontinuing practice of creating an LEA budget including costs related to revenues or offset receipt.
- Financial Management System and Reporting – recommend that APS work with SoftRight to provide the ability to create a model of next year’s payroll with step increases and calculating contract increase.
- Food Service Fund – recommendation to not have a deficit in that fund in 2016
- Athletic Budget and Revolving Fund – recommendation that charges to the athletic budget line item in the LEA budget should be consistent with the budget intent.

Questions from the committee:

Mr. Chamberlain asked what the best practice was from other districts in the use of revolving accounts. Mr. Sullivan stated that monthly journal entry is a good way to report what is being paid.

Mr. Hoyt thanked Mr. Sullivan and then asked about SoftRight not encumbering payroll. Mr. Sullivan stated that as of now, 2 districts are using this system and the need to work with SoftRight staff. Mayor Gray stated that he thought SoftRight could encumber payroll

B. Meeting Minutes – February 1, 2016

Motion by Mrs. Marinopoulos, seconded by Mr. McGee to accept the minutes dated February 1, 2016. Vote: Yes, Unanimous.

Meeting Minutes – March 7, 2016

Motion by Mr. McGee, seconded by Mr. Hoyt to accept the minutes dated March 7, 2016. Vote: Yes, Unanimous.

C. Warrant - \$375,180.48 (3/17/16)

Motion by Mr. Hoyt, seconded by Mrs. Marinopoulos to accept the Warrant dated March 17, 2016 in the amount of \$375,180.48. Vote: Yes, Unanimous.

D. Joint School Committee/City Council Education Committee

Mr. McGee spoke about this committee and the proposed format scope that was emailed to City Councilors and School Committee Members. The following is the format:

***Objective:** To facilitate a better understanding of the mission of the Amesbury Public School by providing a venue for dialogue between the Amesbury City Council and the Amesbury School Committee.*

Representative from each of these bodies as well as the Superintendent of Schools shall meet at least quarterly to become better informed about topics such as:

- *Challenges the district may be facing*
- *Current and future education programming*
- *Budget and financial updates*
- *Strategic planning process and progress*
- *Major leadership changes*
- *Capital/facilities needs of the schools*

As well as to provide members with venue to ask question in order to better understand the above and the mission of the Amesbury Public Schools in general.

***Makeup:** The Subcommittee should be comprised of three members of the Amesbury School Committee and three members of the Amesbury City Council. There shall be a lead School Committee member and a lead City Council member who will work with the Superintendent of Schools to determine agendas and meeting times. The lead School Committee member shall report to the full committee.*

Motion by Mr. McGee, seconded by Mr. Hoyt to accept the proposed format scope of subcommittee for the joint School Committee/City Council Committee as stated.

Vote: Yes, Unanimous.

Motion by Mr. Hoyt, seconded by Mrs. Marinopoulos to elect Deb LaValley, Tom McGee and Rob Chamberlain as the subcommittee, representing the School Committee on the Joint School/City Committee. Vote: Yes, Unanimous.

E. National School Board Conference (April 9-11, 2016: Boston)

Dr. Reese stated that there are funds available to attend this conference. Please let him know soon if interested and he will register and set it up. You may attend one or all sessions.

F. Horace Mann Building

Dr. Reese distributed a hand out on the Inspection Report that was done by Smith & Wessel Associates, Inc. on January 26, 2016 for the former Horace Mann School, 10 Congress Street. This inspection was done as an option to house the Innovation High School. This report is informational only and it is not a good option for the Innovation School. The full report can be viewed on the web.

VI. INFORMATIONAL ITEMS

A. Subcommittee Reports

1. Finance/Budget Subcommittee

Mr. Chamberlain spoke about the following about tonight's meeting:

- Chart of accounts – differences of salaries (21 pay periods versus 26)
- Heating cost lower this year
- Revolving accounts balance – forecast where balances will be at end of year.
- Good discussion on attrition trends – looking into exiting survey for families
- Senior survey – student satisfaction of APS
- AIHS discussion – lease versus purchase

2. Policy Subcommittee

Mr. Hoyt stated that they met last Friday and discussed the following:

- Negative balances and policy on action to take. First Reading will be at the April 4th meeting.
- Narcon policy – standing doctors' orders
- High School Mascot Policy – our responsibility to respond to the discussion
- Board Policy – need to change the policy to state, “review policies annually as needed”.
- Next meeting – April 11 at 6PM

3. Personnel Subcommittee

Mr. McGee stated they continue to work with the unions. Next month will be discussing job descriptions.

VII. FUTURE MEETINGS AND AGENDA ITEMS

- School Resource Officers/Attendance Officer (4/4/16)

VIII. PRESS CONFERENCE

None

IX. EXECUTIVE SESSION:

Executive Session: Pursuant to MGL c 30A, S 21 (a) (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Director of Student Services.

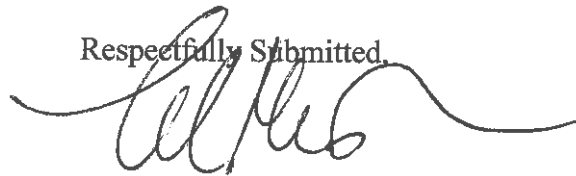
Motion by Mayor Gray to go into Executive session. Roll Call was taken.

Vote: Yes, Unanimous.

VI. ADJOURNMENT

Adjourned at 8:14 into Executive Session

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Tom McGee', with a long, sweeping horizontal flourish extending to the right.

Tom McGee, Secretary