

**AMESBURY SCHOOL COMMITTEE  
SCHOOL COMMITTEE MEETING MINUTES  
AMESBURY HIGH SCHOOL  
June 6, 2016**

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

Absent were Rob Chamberlain and Sydney Knowlton, SAC Representative.

Mayor Gray called the meeting to order at 7:01 PM and Deb LaValley 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. Retirement Recognition**

Dr. Reese spoke regarding the 14 Educators that were retiring this year. He stated that it will be challenging to lose all these years of service (350 years combined) and experience. He wished them all well.

Dr. Reese presented them with Citations from APS, MA State Senator Connor-Ives and a gift from the School Committee. Mayor Gray read the proclamation from the Mayor that they will also receive. The following are the names of the retirees and years of service to APS:

Anne Marie Ahola(14 yrs.)	Anita Marsh	(30 yrs.)
Anne Bartkiewicz (33 yrs.)	Brenda McAtavey	(32 yrs.)
Cheryl Basque (13 yrs.)	MaryAnn McGrath	(30 yrs.)
Patty Bradley (33 yrs.)	Patti Mooers	(25 yrs.)
Florence Emerson (15 yrs.)	Laurie Pancoast	(28 yrs.)
Roy Hamond (15 yrs.)	Nancy Sullivan	(24 yrs.)
Maureen Hardin (24 yrs.)	Cindy Yetman	(35 yrs.)

Mr. Hamond thanked the committee for his 15 years of service here at APS. He stated best teachers are going out with a young strong team coming in.

Ms. Mooers stated that she is a townie and is vested in the Amesbury Public Schools. It was wonderful to give back to the community and felt that the schools were going in a positive direction.

Mrs. Yetman also is a townie and stated she was proud of it. She thanked the committee for the recognition.

Committee members thanked the retirees for their 350 years of service. They stated they will be replaced but have made a big imprint of the children of Amesbury. They thanked them from the bottom of their hearts.

Representative Jim Kelcourse arrived later and will be presenting his citation personally to the retirees at their designated schools this week. He apologized for his tardiness.

#### **B. Whittier Regional Vocational Technical Update**

Maureen Lynch, Superintendent of Whittier Regional; Chris Leganas, Principal; Tony LeSage and Charlie LaBella Board Members were present to give the committee an update.

Ms. Lynch presented the committee with a snapshot of how they prepare their students for both worlds (education and hands on opportunity)

- Comprised of 11 cities and towns
- Offers 20 vocational programs with the newest being Engineering Technology and more medical choices. Manufactory coming back in the communities.
- Increased enrollment (1238 in 2012 to 1338 in 2016)
- 19 Amesbury students graduated this year –(Overall 97.3% graduate at Whittier with the state rate being 87.3%)
- School Choice closed
- Blind admission policy – accept all different types of students (disability, low income and typical)
- 70% of graduates are going off to 4 year colleges.
- Night school blooming

Committee members thanked them for their presentation and stated it was helpful for the community to hear. Mayor Gray stated that they are fulfilling an important need for the area students.

#### **C. Director of Finance and Operations Search Update**

Dr. Reese updated the committee on the interview process.

- 24 applicants – 10 had licensures
- Interviewed 4 candidates last week with 2 individuals as finalists
- Checking references at this point and have some additional questions
- Goal was to recommend a candidate this evening, now hoping to recommend at the June 20<sup>th</sup> meeting.

#### **D. Report of the Interim Director of Finance and Operations – (Taken out of order)**

Gail Zeman, Interim Director of Finance and Operations presented the committee with a report regarding the following:

- Will end the year within budget – will be able to purchase a couple of outstanding items.
- Drawing down revolving accounts
- Elementary schools are in good shape

- Middle School has remaining funds – will be able to reduce by 50 thousand.
- High School expense available with some teachers' salaries paid for by South Hampton Revolving Account.
- Facilities – 2 projects will need to be done; AES replacement of intercom system and middle school backside stairs need to be fixed.
- SPED – excellent job this year – shifting in line items.
- Benefits – moving target – always difficult line item (SPED also)
- Softright – problem with 3 systems not talking to each other. Working with Softright developers and Susan Lang to help with payroll and EPIMS.
- Develop budget revolving accounts – need to tighten up these procedures.

Mayor Gary asked if the revolving accounts were in good shape. Ms. Zeman stated the are with healthy amounts in them.

Mr. Hoyt thanked Ms. Zeman for her dedication and stated that it was astonishing what she has discovered in the budget. She stated that Amesbury is a wonderful district to be in.

Ms. LaValley echoed Mr. Hoyt's comments and asked for this information to be sent electronically. She asked about the Softright program and payroll. Ms. Zeman stated that it is not a good program – regular, bi-weekly is better than overtime. Need to reach out to Softright and develop a spreadsheet for payroll. Ms. LaValley also stated that she will get the name of the person that has worked on the Middle School brick work.

Mrs. Marinopoulos asked if Softright is a one time purchase. Mayor Gray stated that there is no turning back. Haverhill uses Softright and it was highly recommended. Mayor Gray will get the name to Ms. Zeman.

#### **E. Report of the Superintendent**

Dr. Reese spoke about the following updates:

- Spring sports – Boys Baseball – Cal Champs; Girls Softball – Cal Champs; Boys Tennis played today, lost 3-2; Track Team – Division 4 State Champs. Mr. Bizzilian received the Boston Globe Coach of the Year Award.
- Water & Lead Tests – Annual testing was November 15<sup>th</sup>. Result – lead and copper found in one bubbler. Bubbler was shut down and replaced.
- End of year activities – Seniors have had their Baccalaureate; Senior dinner dance and Friday will be their graduation.
- End of Cycle Evaluation Report –
  - Professional Practice Goal – Work in progress – Evidence: joint School Council Meeting flyer; Survey Monkey Survey
  - Student Learning Goal – awaiting MCAS results in the fall
  - District Improvement Goal – Evidence: weekly parent communication; survey monkeys on SPED Director, Principal hiring and Exit survey; Facebook and Twitter pages.
  - Four standard of Rubrics: I. Instruction Leadership: Instruction; Data-Informed Decision Making; II. Management and Operations: Environment; III. Family and Community Engagement: Communication which matches with district improvement goals; IV. Professional Culture: Commitment to High Standards, social emotional needs of our students; Managing Conflicts, navigate conflict within our Team, maximizing potential.

#### **IV. COMMUNICATIONS**

##### **A. Student Advisory Council – Sydney Knowlton**

Sydney was absent – no report.

##### **B. Charter School Cap Resolution**

Mr. Hoyt read *The Resolution Against Lifting The Cap* on Commonwealth Charter School that 19 school districts have signed on to.

Discussion amongst the committee on how the formula is broken, districts are paying more than they should be paying, \$13,000-\$14,000 a year for each child attending Charter School. Not against Charter Schools, but formula needs to be looked at. A vote was tabled until next meeting so that members could look into it and send suggestions to Mr. Chamberlain and Dr. Reese.

##### **C. Other**

Ms. LaValley stated that the joint meeting of school committee and city council was June 1<sup>st</sup>. The following was discussed:

- Statement of interest of Amesbury Elementary School
- Innovation School
- Financial review

Next meeting is August 29<sup>th</sup>. Mr. McGee stated that he was happy about opening up the lines of communication between both committees.

Mr. McGee stated will be reviewing the committee goals at next meeting. Please come prepared on how we are doing, rollover, add and end of year review.

Mrs. Marinopoulos commented on the exit surveys. How are they getting the information, would like real time data, practice on moving forward.

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

##### **A. Administering Medication to Students (JLCD) – First Reading**

Mr. Hoyt read the policy aloud and stated the second reading and vote will be at next meeting. Dr. Reese stated that he met with the district nurses' who are in agreement with adding this policy.

##### **B. Meeting Minutes – May 16, 2016**

*Motion by Mr. McGee, seconded by Mr. Hoyt to accept the minutes dated May 16, 2016.*

*Vote: 5 Yes – 1 (Mayor Gray) abstained.*

##### **D. Warrant - \$459,424.79 (5/26/16)**

*Motion by Ms. LaValley, seconded by Mr. McGee to accept the Warrant dated May 26, 2016 in the amount of \$459,424.79. Vote: Yes, Unanimous.*

**\$113,973.03 (6/9/16)**

*Motion by Mr. Hoyt, seconded by Mr. Wheeler to accept the Warrant dated June 9, 2016 in the amount of \$113,973.03. Vote: Yes, Unanimous.*

## VI. INFORMATIONAL ITEMS

### A. Subcommittee Reports

#### 1. Finance/Budget Subcommittee

Mr. Chamberlain absent, no report.

#### 2. Policy Subcommittee

Mr. Hoyt stated the subcommittee met on May 23<sup>rd</sup>, and the following was discussed:

- Dr. Reese stated the Grant Policy states that a vote must be taken place by School Committee to accept AEFI and all Grants.
- In attendance were Judy Dodier, Ralph Noon, AEFI Members, Woody Cammett and Susan Mroz. Discussion about the plan for the renovation of the high school courtyard.
- The following was discussed: Courtyard will be named *Caring Starts Today (CST)*; Mr. Cammett will have final approval; 3 students from each high school grade levels will be on the committee, these students will be selected before the end of this school year.
- All prior class gifts, that are in the courtyard, will be preserved (bench, sundial, 2-3 time capsules).
- Planting from Class of 2013 in memory of Elaine Blood and Brad Ford.

Next meeting will be Monday, June 27<sup>th</sup> at 5:30.

#### 3. Personnel Subcommittee

Mr. McGee spoke about process of Superintendent Evaluation:

- Performance Levels – Exemplary – Top of the hub; Proficient – Great skills, meeting requirements, state want us to aim for this rubric; Needs Improvement – Growing, can improve; Unsatisfactory – Have not seen the growth.
- Next step – fill out forms and get back to Mr. McGee by Friday. Subcommittee will compile, analyze with committee and vote with school committee on June 20<sup>th</sup>.
- Comments valuable – unique group of folks on this School Committee, synthesize with this group.

***Motion by Ms. LaValley, seconded by Mrs. Marinopoulos to suspend the rules and continue after 9:00 PM. Vote: Yes, Unanimous.***

## VII. FUTURE MEETINGS AND AGENDA ITEMS

- Superintendent's Evaluation (6/20/16)
- School Committee Mid-Cycle Goals Review(6/20/16)
- Sports Team Recognition (6/20/16)
- *Mid-cycle*
- *Summer Date Meetings*

**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. AFT Teachers, Paraprofessionals, MPFT.*

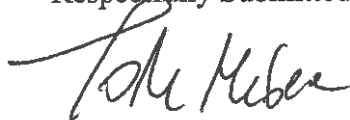
*Motion by Mayor Gray to go into Executive session. Roll Call was taken.*

*Vote: Yes, Unanimous.*

**IX. ADJOURNMENT**

*Adjourned at 9:03 PM into Executive Session*

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tom McGee". The signature is written in a cursive, flowing style.

Tom McGee, Secretary