

Record of the Marblehead School Committee Meeting
Thursday, October 6, 2016
MHS Library

Members Present: Meredith Tedford, Kate Lipsitz, Jennifer Schaeffner
Ms. Pratt, Mr. Harris

Also: Maryann Perry, Superintendent
Dr. Bradford Smith, Assistant Superintendent
Amanda Maniaci, Director of Business and Finance
Ken Lord, Exec. Dir. Of Technology and Operations
Monica Visco, Director of Human Resources

SC Members Absent:

I. Initial Business

A. Call to Order

Ms. Tedford called the meeting to order at 7:00 pm.

B. Commendations

Mr. Harris recognized the many undefeated sports teams.

Ms. Perry commended the students who took the MCAS and PARCC exams last spring and did extremely well for the district and a hats off to the Bell staff and students for closing the achievement gap and bringing the Bell School to Level 1.

Ms. Tedford thanked Muffy Pacquette who heads up the boosters for the tremendous success of the snack shed as well as a thank you to the volunteers and the contractors and architects who helped with the shed.

Ms. Tedford thanked Mr. James Maroney of MHTV for taping tonight's meeting and the students who helped him last week.

C. Public Comment

none

D. Student Representative

none

II. Consent Agenda & Action Items

1. SC minutes: 9/15/16; 9/21/16. Ms. Tedford asked if there were any changes to the minutes presented and since there were none she asked who was in favor of approving the minutes. The Committee approved unanimously.

III. Teaching/Learning-Superintendent of Schools

A. District Reports and Updates

1. Personnel Report

Ms. Perry and Ms. Visco presented the personnel report. The first page is a comparison with last year's numbers, the second and third pages show this year's actual numbers in count and percentages. This year's total staff was 605.

2. Approval of the sale of the Tiny House

Mr. Lord explained that this was the pilot year for this program. The Tiny House was designed and built by Marblehead High School students and was generously funded by a grant from the Friends of Marblehead Public Schools and is approximately 186 sq ft. The proceeds from this sale will directly fund next year's tiny house and STEAM program at MHS. The house was sold unfinished at silent auction and we have received a bid of \$20,300 for the sale of the Tiny House from Karen Lehman. We are ready to process the sale and need School Committee approval to sell it.

Ms. Pratt made motion to approve the sale of the Tiny House to Karen Lehman in the amount of \$20,300.00. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** unanimously in favor.

3. Appointment of Ken Lord to the Cable Advisory Committee

Ms. Perry explained that the Town has a cable franchise license with both Verizon and Comcast. The current license with Verizon ends in March 2019 and the Comcast license expires in 2020. Under federal law, one can initiate the process of renewing these licenses within 3 years of their expiration date.

The Selectmen have decided to reconstitute the Cable TV Advisory Committee. Historically, the schools have had a representative on this committee. While the appointment is done by the Selectmen, the Selectmen have always deferred to the schools as to who that person should be.

The Superintendent asked that the School Committee vote to appoint Ken Lord as the school representative to the Cable Advisory Committee and to move his name forward to the Selectmen.

Ms. Pratt made motion to appoint Ken Lord as the school representative to the Cable Advisory Committee and to move his name forward to the Selectmen. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously in favor.

IV. Finance Organizational Support

1. Schedule of Bills

#14028	\$	5,384.00
#14055	\$	129,016.35
#14056	\$	15,264.38
#14057	\$	37,566.52
#14058	\$	8,593.56
#14059	\$	4,233.21
#14060	\$	43,200.00
Total		\$243,258.02

Ms. Pratt made motion to approve the schedule of bills totaling \$243,258.02. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** unanimously in favor.

2. YTD Budget Executive Summary

Ms. Maniaci submitted the YTD Budget Executive Summary.

V. School Committee Communication and/or Discussion items

1. Gerry Update

Mr. Harris noted it has been a busy couple of weeks. The Committee met a week ago on Monday. They also went into Boston to meet with the MSBA. The final stages and last step is the certification of a design enrollment for the project. Members of the MSBA will be coming on Friday October 14th and will take a quick tour of the Glover School to see how it's being used programmatically, then visit the Bell School for the same purpose. They stated that in a few weeks we will receive a letter that will be the recommended design enrollment from the MSBA. That will then give the Building Committee and the School Committee November and December to iterate on that document and what kind of impact it will have on the feasibility study and ultimately make the next steps going forward.

Mr. Harris noted that the next Gerry Building Committee meeting will be held on Thursday, October 13, 2016.

2. SC Protocols

Ms. Tedford noted that these protocols are reviewed each year and were created to help clarify the procedures and protocols for school committee members. She asked for a motion to approve the original protocols provided in packet and noted that these protocols were presented at the school committee retreat. Ms. Pratt made motion, Ms. Lipsitz seconded. It was open for discussion.

Ms. Lipsitz noted that she would like the protocols to state that approved meeting minutes will be made available to the public to replace meeting minutes.

Ms. Schaeffner asked if she could make a motion and Ms. Tedford noted that a motion was already made and seconded and a vote needed to be taken on that original motion. The Committee **VOTED** 3 against, 2 in favor.

Discussion followed regarding the need for brevity of the protocols in lieu of those presented. Mr. Harris explained his edits on the protocols. The Committee disagreed on how the protocols should read.

Superintendent Perry stated that the protocols are a way to build a team between the Superintendent, the District and the School Committee. They were developed with the input of MASC and legal. It was created to be a "black and white" document of protocols on how to be a team, how to be collaborative, transparency and how to build trust and relationships.

Ms. Schaeffner suggested that perhaps there should be three readings on the protocols in order for members to have time to discuss and review the protocols. More discussion followed and members could not come to a consensus. Ms. Schaeffner then made a motion to create a protocol sub-committee or advisory committee and that perhaps she and Susie could be on the committee and then present the protocols to the Committee.

Ms. Tedford stated the formation of a sub-committee would be considered a public meeting and open to the public. It may be advisable to table this until the next SC meeting so everyone can come to the table with options and so that she has the opportunity to see what other districts do if they reach this type of impasse and to receive some input from MASC. She noted that the motion was very specific as to what the committee should do and who would be on it and typically it's the chair who appoints people to a sub-committee.

Ms. Schaeffner withdrew her motion and made a motion that the school committee protocols be on the agenda for the next meeting. The motion was seconded by Ms. Pratt and the Committee were unanimously in favor.

VI. Closing Business

A. New Business

Ms. Tedford noted that the Policy Sub-Committee sat with Mike Gilbert, the MASC representative, and worked through all of section A and some of section B. More details will be forthcoming at a future meeting on the process of approving the policies, etc.

B. Correspondence

None

C. Adjournment

A motion to adjourn the meeting was made at 8:14 pm and all were in favor.

Respectfully submitted,
Kate Lipsitz
Marblehead School Committee

Meeting Documents:

SC minutes: 9/15/16; 9/21/16

Personnel Report

Sale of Tiny House Memo

Approval of Ken Lord to Town Cable Advisory Committee

Schedule of Bills

YTD Budget Executive Summary

SC Protocols

Approved by SC 11/17/2016