

**Record of the Marblehead School Committee Meeting**  
**February 16, 2017**  
**Marblehead High School School**

**Members Present:** Meredith Tedford, Susie Pratt, Kate Lipsitz,  
Jennifer Schaeffner, David 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

**Members Absent:**

**I. Initial Business**

**A. Call to Order**

Ms. Tedford called the meeting to order at 6:30PM and asked for a motion to go into Executive Session to discuss a strategy session in preparation for negotiations with non-union personnel (Principal, Assistant Principal and Assistant Superintendent) and to vote on past executive session minutes.

**Initial Business and Public Involvement (continued)**

The Committee returned to open session at 7:06PM.

**B. Commendations**

Ms. Pratt commended the Tri-M Music Honor Society for their generous gift of \$1,100 to the Give a Note Foundation.

Superintendent Perry noted that after a seamless transition and successful year for Principal and Asst. Principal at the Village School, she is happy to announce that Amanda Murphy has accepted the position of Principal at the Village School, pending successful contract negotiations. Similarly, she announced that Steve Gallo will be Assistant Principal at the Village School pending successful contract negotiations.

Ms. Tedford thanked James Maroney of MHTV for taping this evening's meeting.

**C. Public Comment**

Jody Magee, 13 Guernsey Street came forward and presented an argument for amending the No Parking signs at the Gerry School playground. The change would extend the use of the playground and surrounding area for students and neighborhood children without parked cars in that area. He suggested that the sign reads:  
No Parking 6am to sunset.

**D. Student Representative**

Melissa Kordha, student representative.  
National Art Honor Society planning an auction.  
Freshman class sold valentines and flowers  
Students have begun the placement process  
Juniors have begun the college search  
Junior officers and members of that class are looking for donations for the Junior Auction held in March

**II. Consent Agenda & Action Items**

1. SC minutes: 1/12/2017. Ms. Tedford asked if all were in agreement to approve the minutes. All were and the minutes stand as approved.

2. The Committee acknowledged the receipt of a donation of \$2500 to the Jamie Slavet TLC Exergaming Bike Challenge for students given by the Fairbairn Philanthropic Fund-Malcolm and Emily Fairbairn.
3. The Committee acknowledged the receipt of a donation of Office Furniture by Jonathan Freidin. (one steel desk, three 4-drawer file cabinets, two 2-drawer file cabinets, two office chairs, one steel bookcase)

**III. Teaching/Learning-Superintendent of Schools**

**A. District Reports and Updates**

**1. French Exchange Program discussion for 2017-2018**

Mary Francois, teacher at Marblehead High School, explained how the French exchange program works into the curriculum and gave specifics of the program between Marblehead and Grasse, France. She noted that Marblehead High School has done this exchange for two years and last year it was decided to do the program every other year. This year in place of the exchange the students are doing a cross cultural project working through Google and hopefully the exchange can continue next year. Basically French students come here to stay in the fall and our students go to France during April vacation to stay with a host family in Grasse. Superintendent Perry referred to the MPS Travel policy and explained that our legal counsel created this policy year ago to indemnify the district.

Ms. Pratt made motion to approve the French Exchange Program for 2017-2018. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** 5-0 in favor.

**2. School Calendar 2017-2018**

Superintendent Perry explained that they met with several groups in the community as well as with the Union. The topics of conversations included:

- Fractured school weeks
- Professional Development days on Wednesday
- Parent Conferences
- Observance of Religious holidays
- Starting before Labor Day
- No-school the Friday before Labor Day

Ms. Perry noted that when developing this year's calendar they worked to try to address some of the concerns of parents and this will be a pilot year. Here is a highlight of what is being proposed:

- Staff first day will now be Monday, August 28<sup>th</sup> (opening day for the district will happen at the full day PD day in October)
- Students' first day will be Tuesday, August 29<sup>th</sup> (Aug 29, 30, 31)
- K screening has been moved to the last week in August (Aug 29,30,31)
- First day for K is Tuesday, September 5<sup>th</sup>
- Professional Development half days will now start in November.
- Parent conferences are shifted to one whole day (December 8<sup>th</sup>) and a half-day and evening conferences on (December 13<sup>th</sup>). The High School will have a full day PD on December 8<sup>th</sup>

Ms. Schaeffner asked the committee to consider having a half day on December 22<sup>nd</sup> to allow parents to leave early if they are traveling. The Union President noted that this would defeat the purpose of eliminating half days and that school was well attended this year without a half a day.

Ms. Lipsitz asked to add first day of preschool on this calendar.

Ms. Tedford stated that the Committee will vote on this calendar at the March 2<sup>nd</sup> SC meeting.

**3. Kindergarten Tuition 2017-2018**

Ms. Maniaci explained that this report came before the Committee at a previous meeting. To recap briefly, the school administrative budget and finance team is recommending a 3% increase for the 2017-2018 full day kindergarten tuition rate. This would set the annual rate at **\$3,362**, an increase of \$98 over school year 2016-2017. The recommended increase directly aligns with the COLA increases of the collectively bargained School Department Unit Contracts for school year 2017-2018. Kindergarten tuition revenue pays kindergarten professional teaching and support staff and associated fringe insurance, and a 3% increase will keep pace with salary increase expenses. The district will continue to offer sliding scale financial aid, installment payment options, and appropriate discounts for twins/siblings, second year students.

As in past practice, a vote to set the FY18 Kindergarten tuition rate will be reflected pro-rata to set the Pre-School peer-model tuition rate for FY18. An increase relative to the recommended Kindergarten tuition rate, or 3%, for FY18 would be an annual Pre-School peer-model tuition rate of **\$2,100**, an increase of \$60 over school year 2016-2017.

Ms. Pratt made motion to approve the 2017-2018 annual rate for All Day Kindergarten to **\$3,362** which is a 3% increase over this year as well as an increase in the 2017-2018 Pre-School annual rate to \$2,100. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** 5-0 in favor.

**4. Rental Facilities 2017-2018**

Ms. Maniaci noted that this report came before the Committee at a previous meeting and the recommendation was to increase the total fee structure by 3%. Last fiscal year we exhausted our funding within the Building Rental Revolving account in its entirety. Funding supported auditorium theater stipends, custodial and maintenance staffing salaries and overtime, and relevant contract services and supplies expenses pertaining to building maintenance and renter usage. The facilities contract rates did not increase this school year.

A 3% increase across the fee structure for school year 2017-2018 would capture increasing costs in salary/stipend/overtime contractually binding payments as well as increases in general maintenance contracted services and supplies.

Ms. Lipsitz made motion to approve a 3% increase across the total fee structure for rental facilities. The motion was seconded by Ms. Pratt and the Committee **VOTED** 5-0 in favor.

**5. High School Program of Study**

Principal Dan Bauer explained that after speaking with lead teachers and guidance, the following changes were suggested for the 2017-2018 Program of Study:

**Add courses:**

Engineering – CP1 2.5 credits (Science & STEAM)

Mindfulness Course – 2.5 credits – Family & Consumer Science

Preparing for Life After High School – 2.5 credits - Family & Consumer Science (Laurie Ford)

Podcast 101 – 2.5 credits - English elective

RTI Math 9, 10, 11 – Supportive class for Algebra I, Geometry and Algebra II. Remediation of math skills, preparation for MCAS as well as SAT Math and supporting current math class.

Entrepreneurship Course – This component has been part of the Marketing course.

Introduction to Spanish 1 & Global Spanish 2 – Change to introduction Spanish program for first year language students.

**Credit Adjustments:**

Credits to move to next year

Grade 10 – 25 (same) Grade 11 – 55 (was 50) Grade 12 – 85 (was 75) Graduation – 120 (same)

Advanced woodworking – move to 2.5 credits from 5.0 credits

Tiny House – all 3 courses – Honors credit and 5.0 Science Credit (Science, Build & Design)

**Classes Not Running:**

No Organic Chemistry – did not run, lack of interest

No Textiles courses – no staffing

Book Design/Printmaking – no interest, did not run in past  
 Only Bio 5+1 offered – MCAS year and no regular Bio offered this past year  
 Preparation for SAT Math – hasn’t run in years  
 Microsoft Office – focus on other areas of business & technology  
 Jazz Combo CP1 – Focus on Jazz Band & Jazz Band (H)  
 Spanish 1 CP2 & Spanish 2 CP2 – New structure – replaced by Introduction to Spanish 1 & Global Spanish 2  
 Programming in Java & Exploring Computer Science – Low enrollment, focus more on other computer technology courses, staffing

**Changes:**

Science – prerequisites – no grades or math pre-requisite, rely upon teacher recommendation & previous math class.  
 Name change – Pre-Algebra to Integrated Math  
 Adding DECA component to Marketing  
 Senior Project – There is not an English paper as part of the requirement

Ms. Schaeffner requested an enrollment list of stating head count in each class.

**6. Goals Update**

Ms. Tedford stated that there was an issue with scheduling teachers for Superintendent Perry’s goals therefore the goals update will be moved to another meeting.

**IV. Finance Organizational Support**

**1. Schedule of Bills**

#14538	\$ 32,400.01
#14541	\$ 1,352.59
#14555	\$ 681.93
#14561	\$ 21,993.47
#14565	\$211,005.68
#14566	\$ 14,199.32
#14567	\$ 9,208.00
Total	\$290,841.00

Motion to approve all schedules of bills totaling \$290,841.00 was made by Ms. Lipsitz and seconded by Mr. Harris. The Committee **VOTED** 5-0 in favor.

**2. YTD Budget Executive Summary**

Ms. Maniaci presented here YTD Budget Executive Summary. All were in favor of accepting the FY17 February YTD Finance and Budget Executive Summary.

**3. FY18 Preliminary Budget**

Superintendent Perry noted that the snow days made scheduling the SC and FinCom Liaison meeting impossible last week and this meeting will be rescheduled for Monday, February 27<sup>th</sup> at 8:30am.

**V. School Committee Communication and/or Discussion items**

**1. Gerry update**

Mr. Harris noted that they met with the MSBA and were one of the towns invited to conduct a feasibility study. We will begin preparing the RFS for the Owners Project Manager. The next meeting with the MSBA will be on May 1<sup>st</sup>.

**VI. Closing Business**

**A. New Business**

Mr. Harris made note that the MASC January newsletter referenced a bill that passed on January 3<sup>rd</sup> requiring every MA school to have AED on site. Mr. Lord noted that our district has had AED devices in all locations for some time as well as trained staff.

**B. Correspondence**

Ms. Tedford noted she will send out thank you letters for the donations.

**C. Adjournment**

A motion to adjourn the meeting was made and the meeting adjourned at 8:40PM.

Respectfully submitted,  
Kate Lipsitz, Secretary  
Marblehead School Committee

**Meeting Documents:**

*SC minutes: 1/12/2017*

*Acknowledgment of donation of \$2500 to the Jamie Slavet TLC Exergaming bike challenge for students by the Fairbairn Philanthropic Fund-Malcolm and Emily Fairbairn*

*Acknowledgment of donation of Office Furniture by Jonathan Freidin*

*French Exchange Program discussion for 2017-2018*

*School Calendar 2017-2018*

*Kindergarten Tuition 2017-2018*

*Rental Facilities 2017-2018*

*High School Program of Study*

*Schedule of Bills*

*YTD Budget Executive Summary*

*FY18 Preliminary Budget*

Approved 3/2/17