SCHOOL COMMITTEE HULL PUBLIC SCHOOLS HULL, MA 02045

SCHOOL COMMITTEE MINUTES MONDAY, JUNE 5, 2017

SCHOOL COMMITTEE MEMBERS PRESENT

Eric Hipp, Chair (present) Stephanie Peters, Vice Chair (present) Jennifer Fleming, Secretary (present) Kelley Huxtable, Member (present) David Twombly, Member (present)

STAFF MEMBERS PRESENT

Kathleen I. Tyrell, Superintendent of Schools Judith Kuehn, Assistant Superintendent David DeGennaro, Business Administrator Maggie Ollerhead, Secretary to the Superintendent

1.0 Call to Order

The meeting was called to order by Eric Hipp, Chair at 7:03 p.m. at Hull High School Second Floor Exhibition Room, 180 Main Street with the salute to the Flag.

2.0 Approval of Agenda

Motion: Stephanie Peters Second: David Twombly

Move to approve the June 5, 2017 as presented

Vote: 5-0-0

3.0 Input from Public on Agenda Items

None

4.0 Student Representative

None

5.0 Approval of Minutes

Motion: Stephanie Peters Second: David Twombly

Move to approve the following minutes as presented:

• Monday, April 10, 2017 Regular Meeting

• Monday, April 24, 2017 Regular Meeting

Vote: 5-0-0

Motion: Eric Hipp **Second:** Kelley Huxtable

Move to approve the following minutes as presented:

Monday, June 15, 2015 Executive Session

Vote: 4-0-1 Jennifer Fleming abstained

Moved 6.0 School Committee Business Items to after 7.9 of Superintendent's Business Items

7.0 Superintendent's Business Items

7.1 Jacobs School Handbook

Ms. Christine Cappadona, Jacobs School Principal, stated that the Jacobs School Handbook had no policy or procedure changes. She said the dates, names, times and other routine edits that do not affect the meaning of the handbook have been made.

Motion: Stephanie Peters Second: Jennifer Fleming

Move to approve the Jacobs School Handbook as presented.

Vote: 5-0-0

7.2 Jacobs School – School Improvement Plan

Ms. Christine Cappadona, Jacobs School Principal, presented the L.M. Jacobs School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Goal 1 to improve instructional practices to challenge and support all learners
- Goal 2 to provide positive learning experiences for students during and beyond the academic school day and to create a positive school culture
- Goal 3 create joint opportunities for partnerships between parents, community and school

Dr. Tyrell informed the Committee that she will be approving the Jacobs School – School Improvement Plan.

7.3 Memorial School Handbook

Mr. Anthony Hrivnak, Memorial School Principal, informed the Committee that there are significant policy changes this year except for a paragraph about overdue fees and clarity on vocational school notification deadline of April 1st. Dates, names and other routine edits that do not affect the meaning of the handbook have been made.

Motion: Stephanie Peters Second: David Twombly

Move to accept the Memorial School Handbook as presented.

Vote: 5-0-0

7.4 Memorial School – School Improvement Plan

Mr. Anthony Hrivnak, Memorial School Principal, brought forward his School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement Area One: Family and Community Engagement
 - Objective: Improve communication between parents/guardians, the school and the community.
- Improvement Area Two: Curriculum and Instruction
 - Objective: Continue the implementation of best practices to address the academic needs of students.
- Improvement Area Three: Assessment
 - Objective: To use assessment data to inform instruction.
- Improvement Area Four: School Culture
 - o Objective: Provide students with increased enrichment opportunities.

Dr. Tyrell informed the Committee that she will be approving the Memorial School – School Improvement Plan.

7.5 Hull High School Handbook Revision

Mr. Michael Devine, Hull High School Principal, informed the Committee that he added the clarity to the vocational school deadline of April 1st with the same wording as the middle school handbook for consistency.

Motion: Stephanie Peters Second: David Twombly

Move to approve the edit to the Hull High School Handbook.

Vote: 5-0-0

7.6 Hull High School – School Improvement Plan

Mr. Michael Devine, Hull High School Principal, brought forward his School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement Area One: School Culture
 - Objective: Increase parental awareness and involvement at Hull High School
- Improvement Area Two: Student Achievement
 - Objective: Continue to meet the increasing social and emotional needs of Hull High School students while also increasing the percentage of students who graduate from Hull High School in four years.
- Improvement Area Three: Assessment
 - o Objective: Increase scores on the SAT, AP and MCAS exams.
- Improvement Area Four: School Culture
 - Objective: Increase the awareness and appreciation of diversity by Hull High School students.
- Improvement Area Five: Instruction
 - Objective: Improve the quality of the instruction that takes place at Hull High School.

Dr. Tyrell informed the Committee that she will be approving the Hull High School – School Improvement Plan.

7.7 Out-of-State Field Trip – Memorial School

Mr. Anthony Hrivnak, Memorial School Principal, requested permission for the grade eight team to take the grade eight students to Canobie Lake Park in Salem, New Hampshire on Wednesday, June 14, 2017. This is the end of year trip for grade 8 and it supports the "motion" standards of the grade 8 curriculum.

Motion: Stephanie Peters Second: Eric Hipp

Move to approve the out-of-state field trip to Canobie Lake Park in Salem, New Hampshire.

Vote: 5-0-0

7.8 FY17 Budget Discussion

Mr. David DeGennaro gave his recommendation for end of year expenses as discussed at the budget subcommittee meeting, stating that conservative spending and a variety of favorable circumstances and savings left some resources for much needed items. He recommended allocating the surplus funds as follows:

- HHS stage curtain \$15,000
- Smart Boards/projectors/technology \$92,999
- Athletics \$26,000
- JES sign \$2,000

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Dr. Tyrell agreed with Mr. DeGennaro's recommendations.

Motion: Eric Hipp Second: Stephanie Peters

Move to approve end of year expenditures recommendation by the School Business

Administrator. **Vote:** 5-0-0

7.9 Last Day of School

Dr. Tyrell recommended that schools are dismissed early on the last day of school, June 21, 2016 as follows:

Hull High School – 10:50 a.m.

Memorial School – 11:15 a.m.

Jacobs School – 11:45 a.m.

No lunches will be served.

Motion: Stephanie Peters **Second:** David Twombly

Move to approve the last day of school as an early release day with no lunches served.

Vote: 5-0-0

6.0 School Committee Business Items

6.1 Superintendent Search

The Committee discussed sending out the Superintendent search survey, finalizing a job description and posing internally, externally or both. Ms. Peters requested the Committee go into executive session to discuss salary. Dr. Tyrell stepped out to call Mr. James Lampke, Town Council, to clarify if that is an appropriate reason for executive session since it was not posted earlier. Dr. Tyrell came back into the room and stated that Mr. Lampke said the Committee could go into executive session for the purpose of negotiation strategy with non-union personnel including the incoming Superintendent of Schools.

7.10 School Committee Calendar Dates 2017-2018

The Committee discussed adding dates to the calendar for potential Superintendent search meetings. The meetings could be tentative and cancelled if not needed. Add Monday, June 26, 2017 at 6:00 pm. for this year and change Monday, July 10, 2017 to 6:00 pm. Add Monday, July 17, 2017 at 6:00 pm (tentative). Change Monday, August 21, 2017 to Monday, August 7, 2017 at 6:00 pm. and add (tentative) to Monday, November 13, 2017.

Motion: Eric Hipp Second: Stephanie Peters

Move to adopt the School Committee Calendar 2017-2018 with the amended dates.

Vote: 5-0-0

8.0 School Committee Policy Issues

None

9.0 Old Business Items

9.1 Sub-Committees

- SSVT Planning Committee will meet next week.
- Capital Outlay Committee is regrouping.
- Community Outreach Committee met and discussed creating a newsletter and doing

press. releases.

• Wellness Committee met and discussed Epipen's in the schools.

9.2 Acceptance of Donations

None

10.0 New Business

None

11.0 Approval of Warrants

None

12.0 Correspondence to and Comments from School Committee Members

Committee members comment that Graduation was great. Mr. Hipp said he volunteered at Grad Night and it was a really cool program. He said he could see it on the kid's faces. Mr. Devine sent a special thank you to the custodial staff for changing graduation from outside to inside so quickly.

13.0 Adjournment

Motion: Stephanie Peters

Second: Eric Hipp

Motion to go into Executive Session at 8:58 p.m. to discuss negotiation strategy with non-union personnel including the incoming Superintendent of Schools. An open meeting may have a detrimental effect. The Committee may reconvene in Open Session.

Roll Call Vote: Ayes: David Twombly, Stephanie Peters, Eric Hipp, Jennifer Fleming and Kelley Huxtable.

Attachments:

- 1. Jacobs School Handbook
- 2. Jacobs School School Improvement Plan
- 3. Memorial School Handbook
- 4. Memorial School School Improvement Plan
- 5. Hull High School Handbook Revision
- 6. Hull High School School Improvement Plan

These Minutes of a meeting of the Hull School Committee were approved and adopted by the Committee on September 18, 2017.

Jennifer Fleming, Secretary Hull School Committee