

## REGULAR SESSION MINUTES

December 3, 2015

A meeting of the Swampscott School Committee was held in room B129 at Swampscott High School commencing at 7:00 p.m. with the following members present: Ms. Carin Marshall, Chairman, Ms. Suzanne Wright and Ms. Gargi Cooper. Also Present: Ms. Pamela Angelakis, Superintendent of Schools; Ms. Lois Longin, Director of Curriculum and Instruction; Mr. Evan Katz, School Business Administrator and Student Representatives Matthew Zimmer and Will Green. Ms. Amy OConnor, Vice Chairman and Mr. Ted Delano were absent.

Ms. Marshall explained two students were invited to come up and lead the pledge of allegiance and read the Mission Statement of the District. She gave the Committee some background on each student and introduced Stanley School students Kate Burns and Kristina Martin.

### **PUBLIC COMMENT**

There is none.

### **COMMITTEE COMMENT**

Ms. Wright welcomed Will Green back to the meetings. She acknowledged and thanked Mr. Morrison for organizing the Veteran's Day Event at the High School. She added that she hoped the school makes events such as that a priority in the future. Ms. Wright also reminded everyone of the PTF Holiday Fair on December 12<sup>th</sup>.

Ms. Cooper congratulated the Hadley and Stanley students for their theater performances in conjunction with the YMCA.

Will Green spoke about the recycling club at the High School and said that club was working to get started. He also reminded of a fundraiser for the Student Council at Chipotle on Friday. Ms. Cooper questioned what the other schools do in terms of recycling. Will mentioned that Mr. Andrade's club at the Middle School is very successful and that Gabby LaRiviere was involved in that and is working on the High School's club as well. Ms. Wright mentioned the community service day at the High School before Thanksgiving and said she knew there was a group talking about recycling that day as well.

### **CONSENT AGENDA**

#### **MOTION:**

It was moved by Ms. Wright and seconded by Ms. Cooper to accept Consent Agenda.

Ms. Cooper questioned the book purchases through Amazon. Ms. Longin stated websites are researched for the best pricing and typically Amazon is the lowest.

#### **VOTE ON MOTION:**

The motion passed 3-0.

### **SUPERINTENDENT'S REPORT**

#### **Academic Excellence Certificate – A. Hunt**

Ms. Angelakis read the Certificate and felt it was important to take time to celebrate students for their achievements. She congratulated and presented the award to senior Anna Hunt.

### **Introduction of Human Resources Coordinator**

Ms. Angelakis introduced the new Human Resources Coordinator, Tony Wyman, to the Committee.

### **November 3<sup>rd</sup> PD Day Update - L. Longin**

Ms. Longin reviewed the full-day professional development day on November 3<sup>rd</sup>. She explained the District had joined the Northeast Professional Educators Network which was put together to offer PD programs to smaller Districts along the North Shore. She explained that it helped to provide programs for the smaller groups of specialized teachers such as Health, Physical Education and Art. She gave an overview of some of the programs

teachers were involved in. She stated she had received a lot of positive feedback and felt it was a very successful day. Ms. Marshall asked whether they would be working with that group in the future, Ms. Longin stated they would. Ms. Angelakis referred back to the TELL Survey in which PD was one of the weakest areas noted and she felt this clearly was a need in District and this has addressed that need. Ms. Wright gave her kudos for the whole PD piece. She added that she noticed in the Hadley email the Principal outlined their PD day and that it was nice for parents to know that the day is worthwhile.

#### **Withdrawn students report**

Ms. Angelakis referred back to the previous presentation on enrollment numbers which included new students. She explained these figures represent students withdrawn as of the October 1 report. She referred to the report codes which breaks down where students may have transferred to. Ms. Cooper questioned whether there was an exit interview conducted, especially if transfer is to a private school. Ms. Angelakis stated it was on her list of to-do's and she would be working on that. Ms. Wright questioned whether the District maintains contact with homeschooled students. Ms. Angelakis stated there is a protocol followed and there is contact with those students. There was discussion regarding gender and more males withdrawing and discussion regarding the new St. John's Middle School program.

#### **Hardships/waivers for fingerprinting for FT chaperone's/parents**

Ms. Angelakis stated she was contacted by one family who is having difficulty with the cost of fingerprinting. She referred the Committee back to its original vote against allowing waivers. She explained she would be attending the PTA Leadership meeting on December 10<sup>th</sup> and possibly could speak to them about each PTA dealing with waivers or hardships. There was discussion regarding PTA/PTO funding and Ms. Angelakis stated she would speak to the PTO's and Building Administrators to see if there were any other issues and would bring it back before the Committee. Ms. Marshall said she would be interested to know if any other principals have gotten those requests.

#### **Appointment of Director of Student Services**

Ms. Angelakis stated she was coming forward with a recommendation to appoint Martha Raymond as the Director of Student Services for the 2016-2017 school year. She understood the agenda did not request a vote and that she could put the vote on the next meeting agenda. She explained that Mona Blumstein would be retiring at the end of the school year and that she would be transition to a .6 in January with Ms. Raymond assuming the .4 position. She gave the Committee an overview of Ms. Raymond's credentials and was recommending the appointment so the District was moving into the 16/17 school year with a qualified person in that position. Ms. Marshall agreed that it would be placed on the next meeting agenda for vote. There was discussion regarding positions and titles and Ms. Wright questioned whether Ms. Blumstein had an official job description. Ms. Angelakis stated she would look into that as well as revise as needed. It was agreed to place the item on the next agenda as a vote requested.

#### **K-12 Educational Vision**

Ms. Angelakis explained she would highlight some of the slides which were presented earlier this morning in response to questions about the status of a new school and where the District stands. She gave an overview of the members of the Leadership Team as well as the vision of the project which was charged to the Team by the School Committee. She reviewed the proposed model and grade configuration. She explained the plan would be presented at each of the schools and the Team would be working forward to see how viable the plan is. Ms. Marshall added that they would be collaborating with the Town as well. Ms. Cooper questioned whether the presentation would be posted on the website and Ms. Angelakis stated it would. Ms. Wright questioned the timeline and Ms. Angelakis stated it was her intention to put together the Statement of Interest by January 2017 and that she needed to start working backwards from that date to create a timeline. Ms. Cooper questioned whether there was a way for the public to ask questions. Ms. Angelakis said she did not have that set up but people were welcome to email with questions. She added the survey would be going out in January with the census forms to every household.

#### **SCHOOL BUSINESS ADMINISTRATOR**

##### **FY 17 Budget**

Mr. Katz referred to his memo which outlined the budget process for the next three months. There was discussion surrounding deadlines and Ms. Marshall questioned whether the Committee would be voting on the budget at the

February 11<sup>th</sup> meeting. Ms. Angelakis stated it would need to be voted at that meeting and that they would need to schedule the public hearing on the budget prior as well. Ms. Cooper questioned whether there would be an additional Committee as a whole meeting and Ms. Angelakis agreed that was important. Mr. Katz stated that could be scheduled in December.

**UNFINISHED BUSINESS**

**Policy DBC Budget Deadlines and Schedules - vote requested**

Ms. Marshall read the policy. Ms. Wright stated there were no changes and that since the date is specifically referred to in the Town Charter it needs to remain in the policy.

**MOTION:**

It was moved by Ms. Cooper and seconded by Ms. Wright to approve Policy DBC – Budget Deadlines and Schedules. The motion passed 3-0.

**SUBCOMMITTEE REPORTS**

Ms. Marshall questioned the status of the Facilities Director position. Ms. Angelakis stated she had met with Mr. Younger and a posting has been drafted. She hoped it would be posted by Monday and that the process is moving along.

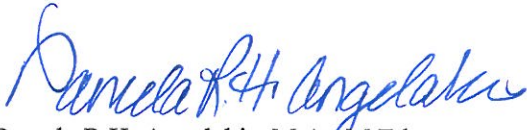
Ms. Angelakis also added that she had a lengthy discussion at the Leadership meeting and that it was voted that the District will move to PARCC testing for grades 3-8 for this year. High School grades will still administer MCAS due to graduation requirements. She added that Districts are required to submit their decision to DESE by December 18<sup>th</sup> and also that those Districts choosing PARCC would be held harmless for this school year which helped in making the decision to make a change. Ms. Angelakis stated she would keep the Committee updated as she receives more information.

**ADJOURNMENT**

**MOTION:**

At 8:23 p.m. it was moved by Ms. Wright and seconded by Ms. Cooper to adjourn. The motion passed 3-0.

Respectfully submitted,



Pamela R.H. Angelakis, M.A., M.Ed.  
Superintendent of Schools  
/pan

1/8/16

Date: