

## REGULAR SESSION MINUTES

November 5, 2015

A meeting of the Swampscott School Committee was held in room B129 at Swampscott High School commencing at 7:03 p.m. with the following members present: Ms. Amy OConnor, Vice Chairman, Ms. Suzanne Wright and Ms. Gargi Cooper. Also Present: Ms. Pamela Angelakis, Superintendent of Schools and Ms. Lois Longin, Director of Curriculum and Instruction and Mr. Evan Katz, School Business Administrator and Student Representative Matthew Zimmer. Ms. Carin Marshall, Chairman, Mr. Ted Delano and Student Representative Will Green were absent.

Ms. OConnor explained that two students were invited to come 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 Clarke School 4<sup>th</sup> grade students Shea Duffy and Stella Sands.

### PUBLIC COMMENT

There is none.

### COMMITTEE COMMENT

Matthew Zimmer stated things were going well at the High School and commented on the boys and girls soccer teams. He added that Will Green was absent with a concussion. He also updated on recycling at the high school. Ms. Cooper questioned whether there was an additional cost for recycling and whether that was reason it hasn't been done. Ms. Angelakis said every other school does it. Mr. Murphy added that at the Middle School the recycling club handles it and that it's picked up at curbside with no additional cost. Ms. Cooper applauded the students for taking on the project.

Ms. Wright spoke about an email regarding the Veterans Day assembly at the High School in which all members were invited to attend.

### CONSENT AGENDA

Ms. Wright questioned whether the bench at the Middle School was the same donation which had been discussed previously. Ms. Angelakis stated it had not been voted previously and that the style of the bench had changed to fit the landscape at the Middle School.

### MOTION:

It was moved by Ms. Wright and seconded by Ms. Cooper to accept the Consent Agenda containing the meeting minutes of October 15, 2015; a donation – recycled Plastic Bench – MS PTO Class of 2015; Donation – Art hanging & display equipment – Class of 1965; and warrant #'s 16-16, 16-17, 16-18 and 16-19. The motion passed 3-0.

### SUPERINTENDENT'S REPORT

#### MCAS Results given by building principals

Ms. Angelakis explained the MCAS results would be presented by each building principal and called forward Mr. Daniels, Mrs. Hunt and Mrs. Phelan to present for the Elementary schools. Mr. Daniels gave an overview of the strengths at each grade level for ELA and Math. He then spoke about areas which needed to be strengthened and added that the District is making good gains. Each principal spoke about their individual school results as well as areas of strengths and weaknesses. Mr. Daniels spoke about an action plan for the District which included a review of the alignment for common core in grade 4 Math. Ms. OConnor questioned whether there were any surprises within the results. Mrs. Phelan felt there was a decline in grade 4 Math overall and that they would be looking at adjustments in the lower grades to match the units with the common core. Ms. Angelakis reminded that each year is a different group of students which bears on the results. Ms. Hunt stated there were gaps with the enVision math program comparing to the common core and that they would be looking at where they needed to supplement within those areas.

Mr. Murphy presented the Middle School results. He explained that all four grades at the Middle School are tested as well as the STE test given to the 5<sup>th</sup> and 8<sup>th</sup> grade. Mr. Murphy presented a three year comparison for each grade level which reviewed growth by the same groups of students. He further reviewed the highlights and areas which the Middle School needs to focus on as well as work to ensure that students have the resources needed to succeed. Ms. Angelakis thanked Mr. Murphy and his team for a great job.

Mr. Rozmiarek came forward to give the High School results. He reviewed test results for each grade level and subject area and explained that student performance at SHS is strong in all measured MCAS areas. He explained that students were coming to the High School well prepared in those content areas.

Ms. Angelakis thanked all for their reports. Ms. OConnor questioned the emphasis put on testing as students move into the Middle School years. Ms. Angelakis stated she felt that testing was just one measure of a student's profile and they have worked at aligning curriculum to make sure the standards are taught and students are learning. Ms. Longin agreed and added that as the years have passed they have reexamined what is best for students and that clearly students mastering skills at all levels is what is best for them.

*Mr. Delano came into the meeting at 8:08 p.m.*

Ms. Cooper expressed concern over anxiety in students at the lower levels. Ms. Angelakis stated the District is working on things at the District level to lessen those anxieties.

### **Personnel Report**

Ms. Angelakis reviewed a few highlights in the personal report. She also stated that Ms. Longin and Ms. Blumstein had both announced their retirements effective at the end of the school year. Ms. Cooper proposed discussion of the Director of Curriculum position and Ms. OConnor also commented that both were larger positions within the Management Team. Ms. Angelakis agreed that she had a few ideas that she was working on and that they would discuss them in the future.

### **Superintendent Goals**

Ms. Angelakis referred the Committee to her goals report which was in their packets and reviewed any changes which she had made. Ms. Angelakis gave an overview of each of the four goals to the Committee. Ms. Wright questioned how the Committee is evaluating progress or success of the goals. Ms. Angelakis stated through the feedback and evidence she keeps the Committee would be able to judge progress. There was discussion regarding the communications goal and interaction between the Superintendent and the town government side. Ms. Angelakis stated she would be meeting monthly with Mr. Younger and the Board of Selectmen Chair before their Tri-Chair meetings in an effort to keep each other more informed. Ms. Wright expressed concern about additional meetings. Ms. Angelakis stated they would try it to see if it was productive. Ms. Angelakis updated the Committee on Technology and the changes within that goal. She explained she would be looking into an SEA grant for additional Tech work and also had contracted a company to review the infrastructure of the District and determine any needs. Ms. OConnor expressed concern with the Tech plan and capital requests. She also stated she would feel more comfortable with a rubric to be used to assess the progress of Ms. Angelakis. Ms. Angelakis stated that was fine and Ms. Cooper added she would like to meet to get that moving. Mr. Delano pointed out there was no vote requested on the agenda item. Ms. OConnor stated she would like to set up a workshop meeting to get that accomplished.

### **SCHOOL BUSINESS ADMINISTRATOR**

Mr. Katz explained that after meeting with Ms. Angelakis and Mr. Castellarin over the past few months it appeared that the FY16 budget was out of balance. He explained that there was a math error which resulted in the SPED budget being underfunded. He stated they were looking at the budget to get a sense of the exact impact. Mr. Katz also updated on the breakfast food service program which is getting a good response at the elementary schools, as well as tracking energy use at the High School. He also updated that they were still negotiating two contracts. Mr. Delano questioned if the line items affected by the budget were identified. Mr. Katz stated they were. Mr. Katz also updated on the FY17 budget and said the Leadership Team has started the process and is looking at the major accounts. He added that they felt that the overall indications were that next year's budget will have a number of challenges and will be tight.

### **UNFINISHED BUSINESS**

#### **Policy EEAA, Walkers and Riders – vote requested**

Ms. Wright stated the policy needed to be changed to reflect a two mile distance and it could be accepted as amended.

#### **MOTION:**

It was moved by Mr. Delano and seconded by Ms. Wright to accept policy EEAA as amended. The motion passed 4-0.

#### **Policy EEAG, Student Transportation in Private Vehicles – vote requested**

Ms. Wright stated the policy was reviewed by the District's attorney and changes were reflected in red. There was also discussion on the permission slip as well as where backup documentation should be kept. Ms. Angelakis stated that Central Office should keep the originals but building sites should retain copies. Ms. Angelakis stated they would review a policy on paperwork.

#### **MOTION:**

It was moved by Ms. Wright and seconded by Mr. Delano to accept policy EEAG as amended. The motion passed 4-0.

**Chemical Health Policy Update – vote requested**

Ms. Wright explained that since the last meeting a list of procedures was put together for violations of the Chemical Health Policy. She reviewed the changes to the policy as well as a checklist for students. She further reminded that student athletes would still fall under MIAA rules. Ms. Cooper questioned which the Committee would be voting on. Ms. Wright stated the checklist and procedure is for the school to implement and it is just the Policy which falls under the Committee. Ms. Cooper questioned whether the public could be notified of the change as well as interaction between the Police Chief and Superintendent. Ms. Angelakis stated she would work with the Chief to compose a letter. Mr. Delano added that he hoped the community would recognize the hard work that the Subcommittee put into the new policy.

**MOTION:**

It was moved by Mr. Delano and seconded by Ms. Wright to accept the updated Chemical Health Policy. The motion passed 4-0.

**Policy DBC Budget Deadlines and Schedules – second read**

Ms. Wright explained that during the policy review Mr. Gilbert had suggested removing dates within the policy. After review of the Town Charter, Ms. Wright stated the date is specified there and until the Town Charter changes it needs to remain consistent. She stated her suggestion was to adopt the policy as is. Ms. OConnor stated it would be added to the next agenda as it was marked second read.

**SUBCOMMITTEE REPORTS**

Ms. Wright stated they would be scheduling a communications subcommittee meeting.

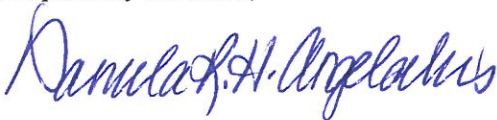
Ms. OConnor also stated a workshop meeting would be scheduled.

**ADJOURNMENT**

**MOTION:**

At 9:15 p.m. it was moved by Mr. OConnor, seconded by Mr. Delano and voted by roll call vote to enter into executive session for the purpose to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Mr. Delano – yes; Ms. Weight – yes; Ms. OConnor – yes; Ms. Cooper – yes.

Respectfully submitted,



Pamela R.H. Angelakis, M.A., M.Ed.  
Superintendent of Schools  
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Date: