

Record of the Marblehead School Committee Meeting
Thursday, June 7, 2018
Marblehead High School

Members Present: Meredith Tedford, David Harris, Jennifer Schaeffner
Sarah Gold, Meagan Taylor

Also: Maryann Perry, Superintendent
Dr. Bradford Smith, Assistant Superintendent
Ken Lord, Exec. Dir. Of Technology and Operations
Amanda Maniaci, Director of Business and Finance
Robert Bellucci, Dir. of Student Services & Program Acct.
Rachel Bowen, Director of Human Resources

Members Absent:

I. Initial Business

A. Call to Order

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

B. Commendations

Ms. Schaeffner noted that this evening is the first MHS Scholarship Awards Night for the Class of 2018.

Ms. Perry recognized the Bell PTO for giving over \$20,000 to the school for technology.

Ms. Perry noted the success of the first Cultural Feast that had over 100 people in attendance. She explained that with the help of the METCO Director, the idea for the event originated from the METCO students and they worked hard at making it a success. She congratulated all of them.

Ms. Tedford thanked Mr. James Maroney of MHTV and as well as the students assisting him this evening.

Ms. Tedford congratulated the sailing team on their state championship win.

C. Public Comment

The following made public comment. Statements submitted will be held on file.

Jay Morrison, 37 Seaview Avenue-Attended cultural feast and was very pleased and thanked the School Committee and the District for having the METCO program.

Rev. Susan Morrison, 37 Seaview Avenue-Expressed gratitude to the district and Committee, past and present, for bringing METCO to the district. Made suggestions that Marblehead review other successful METCO programs to expand the parent host program and create a Parent Partner Initiative. (full statement on file)

Dr. Cheryl Boots, 67 Elm Street-Proud of the District's METCO program. Proposed a "Friends of Marblehead METCO" program.

Louis Meyi, 16 Sheldon Road-Thanked the District for 50+ years of METCO participation. Is interested in enhancing and improving our METCO program. (full statement on file)

Dan Albert 58 Leicester Road-Noted he's a METCO host family; thanked Mr. Bauer for working at curbing the tardies.

D. Student Representative

Not present due to receiving an award.

II. Consent Agenda & Action Items

1. Student User Fee for 2018-2019

Ms. Maniaci noted that this document was presented to the Committee at the last meeting and the recommendation is to approve the 2% increase.

Ms. Schaeffner made motion to approve to set the 2018-2019 Student Activity User fee at a 2% increase across the current rate schedule. The motion was seconded by Sarah Gold.

Discussion followed. In the future, Mr. Harris noted that he would like the Finance Committee to look at ways of phasing out and eliminating user fees for athletics, clubs and fine arts which he considers co-curricular rather than extra-curricular activities.

Superintendent Perry reminded the Committee that any child who wishes to participate but cannot due to financial hardships will be allowed to participate. No one will be refused based on inability to pay.

The Committee **VOTED** 4 in favor, 1 opposed. The motion passed.

2. Minutes 5/11/18

Ms. Gold made motion to approve the minutes of 5/11/2018. The motion was seconded by Ms. Taylor and the Committee **VOTED** unanimously, 5-0, in favor. The motion passed.

3. Bus Bid

Mr. Lord explained that this is the second bid attempt for a bus as the first bidders did not follow the specifications. The lower bid was from Anderson Blue Bird Bus of New England for \$88,494. This bid is a net after a \$3000 trade in allowance for our 2000 Blue Bird bus.

Mr. Harris made motion to accept the bid from Anderson Blue Bird Bus of New England for a gas powered 67-seat school bus in the amount of \$88,494 which is a net after a \$3000 in a trade in for our current bus. The motion was seconded by Ms. Schaeffner and the Committee **VOTED** unanimously, 5-0, in favor. The motion passed.

III. Teaching/Learning-Superintendent of Schools

A. District Reports and Updates

1. High School Handbook proposed changes

Ms. Tedford made note that a vote on these changes will take place at the next meeting in order to give all members enough time to review the proposed changes.

Dan Bauer, MHS Principal, Mr. Giardi and Lindsay Donaldson, teachers at the High School presented the proposed changes for the student handbook and the reasons for these changes.

They explained the attendance policy and how tardiness affects the entire class including the teacher not just the student who's tardy. Mr. Bauer further explained the reasons for each of the proposed changes. These changes include:

- Tardy to Class
- Tardy to School
- Absences
- Academic Integrity
- Senior Privilege
- Athletic Eligibility
- Increase penalty for Vaping in school

2. METCO Report

Jessica Castro, METCO Director, explained that she has been involved in all aspects of the program from greeting students each morning, observing them in the classroom, sitting with them at lunch, and helping them transition between life in Marblehead and life at home in Boston. She noted that she has had difficult

conversations with both parents and students. Some of the strengths she found noteworthy were the relationships she developed with students and families as well as the relationships with administration at each school. In the future, Ms. Castro would like to expand the Host Family Program; increase communication with the families and become more of a resource for the students and parents. She made note of the success of this year’s Cultural Feast and explained that this was student driven and very successful. Her goal would be to continue the Cultural Feast as well as the Mentoring Program.

Ms. Maniaci presented information on the METCO Annual State Grant Funding and the METCO Budget Revenue.

3. Athletic Report

Greg Ceglarski, Athletic Director, explained that over 70% of HS students participate in athletics. He thanked his Assistant Athletic Director, Mark Tarmey, for helping him transition into this position and for his help with the program over the year. He contributed a good year to the new online registration, noted the creation of a fundraising form in order to regulate and be aware of fundraising efforts, and has improved coaching retention by having them apply each year ahead of the season start. Anticipated changes for next year will include: a fully functioning online payment system; uniform upgrades; new academic standards; weight room project started; protective nets installed at Piper Field and to design a new web site.

5. ALICE Presentation

Dan Bauer, Matt Fox, Amanda Murphy and Donna Zaeske briefly explained their work with ALICE protocol. Currently, the only protocol practiced is lockdown.

ALICE is an acronym for Alert; Lockdown; Inform; Counter and Evacuate. The purpose of ALERT is your first notification of danger. The purpose of LOCKDOWN is to secure in place, and prepare to EVACUATE or COUNTER, if needed. The purpose of INFORM is communicate the violent intruder’s location and direction in real time. The purpose of COUNTER is to create Noise, Movement, Distance and Distraction with the intent of reducing the shooter’s ability to shoot accurately. Counter is NOT fighting. The purpose of EVACUATE is to remove yourself from the danger zone when it is safe to do so.

Traditional lockdown has remained unchanged for years and Department of Homeland Security, the FBI, and NEMLAC recommend ALICE. It was noted that it does not replace lockdown but rather it’s another option for the teachers in the event of an active shooter.

Superintendent Perry will continue to build a Task Force with emergency services and is working on forming a coalition of Marblehead Schools. Ms. Perry noted that she has contracted with ALICE Training Institute for training and a time has been identified for Train the Trainer with Administrators and Emergency Services this August. There will be faculty training and parent information sessions as well.

4. Curriculum Report

Was moved to the June 20th agenda.

IV. Finance Organizational Support

1. Schedule of Bills

#16532	\$	680.00
#16539	\$	417.00
#16538	\$	37,600.06
#16504	\$	16,884.68
#16520	\$	22,674.59
#16525	\$	<u>401,713.58</u>
		\$479,969.91

Motion to approve all schedules of bills totaling **\$479,969.91**.

Ms. Schaeffner made motion to accept the schedule of bills totaling **\$479,969.91**. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously, 5-0, in favor. The motion passed.

2. YTD Budget Executive Summary

Ms. Maniaci presented her report and noted that the Committee needs to vote on this report due to the transfers made. Transfers – Executed since last monthly finance report. Transfers are requested and executed through Town Finance.

1. Transfer of \$8,838

from: **11 436 2 2110 30 90 550 METCO Clerical Salaries**
to: **01 101 2 2210 30 31 300 High School Clerical Salaries**

To move salary expenses out of the METCO grant and into HS clerical budget aligning with grant appropriation and to close out the METCO grant. When a full time bus monitor was added as a grant expense earlier in the year, an adjustment was made to move the clerical salary out of the grant into the operating budget. This transfer finalizes and balances that move and was requested by Dr. Smith during the grant close out period.

2. Transfer of \$17,255

from: **11 436 2 2230 51 31 550 METCO Professional Teacher Salaries**
to: **01 101 2 2310 10 31 500 HS Special Education Teacher Salaries**

To move salary expenses over the allocated \$50,000 out of METCO grant and into the operating budget as requested by Dr. Smith during the grant close out period.

3. Transfer of \$7,979

from: **01 101 2 4110 32 96 700 Custodian Overtime (\$4,000)**
01 101 2 3300 33 95 535 Bus Driver Overtime (\$3,979)
to: **26 502 3 4220 40 97 705 Insurance Reimbursement Expenses**

To charge eligible charges from the Gerry School steam leak to the Insurance Reimbursement Expenses once the claim was processed. Maintenance charges from Gerry School work were paid directly by the insurance company. These charges were paid upfront and filed for reimbursement as ‘indirect claims’.

Ms. Gold made motion to accept the YTD Budget Executive Summary and transfers. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously, 5-0 in favor. The motion passed.

V. School Committee Communication and/or Discussion items

1. Gerry Building Committee Update

Mr. Harris made note that the next Gerry Building committee meeting will be Thursday, June 14 at 7:30pm at the High School.

He noted that the building committee is working at finalizing the preliminary schematic report that gets submitted to the MSBA. He stated that Superintendent Perry, Assistant Superintendent Brad Smith, and Mr. Bellucci have been working on the budget as well as updating the Ed Plan that will be submitted to the School Committee. Ms. Maniaci has done a preliminary budget that looks at bringing the three schools together and that will also be submitted to the MSBA.

VI. Closing Business

A. New Business

- Ms. Tedford informed the members that they have received an invite to Dollars for Scholars.
- The Unsung Hero Awards will be held Tuesday, June 12, 2018 at 6:00pm at the Corinthian Yacht Club.
- The next School Committee meeting will be held on Wednesday, June 20th at 7:00pm. The meeting is changed due to the Town’s Special Election on Thursday, June 21st.

B. Correspondence

None

C. Adjournment

A motion to adjourn was made and seconded to adjourn at 10:00pm.

Respectfully submitted,
Sarah Gold
Marblehead School Committee

Meeting Documents:

Student User Fee for 2018-2019

Minutes 5/11/18

Bus Bid

High School Handbook proposed changes

Curriculum

METCO Report

Athletic Report

ALICE Presentation

Schedule of Bills

YTD Budget Executive Summary

Approved at SC mtg 6/20/2018