

**Record of the Marblehead School Committee Meeting**  
**Wednesday, September 13, 2017**  
**Marblehead High School Library**

**Members Present:** Meredith Tedford, Kate Lipsitz, Jennifer Schaeffner  
Susie Pratt, 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  
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. Tedford thanked the administrators, custodians, and principals and welcomed the students to a new year.

Ms. Pratt commended Ms. Tedford for her work as the chair.

Ms. Lipsitz commended two Marblehead students, senior Derek Marino and junior Billy Ackerman for receiving the MIAA Educational Athletics Achievement Award.

**C. Public Comment**

Mr. Jody Magee, asked each SC member to explain why they made their decision when voting on the change in signage at the Gerry School.

**D. Student Representative**

Melissa Khorda noted the following dates/events:

- Thurs September 14<sup>th</sup> is the Open House at the High School
- Picture day is Thursday and the Activity Fair will be held during Advisory in the field house.
- National Math Honor Society is assisting with tutoring at the High School
- National Honor Society is also providing tutoring
- Practice SATs will be held on Saturday, October 14
- Financial Aid night will be held on Tuesday
- Senior parents have a guidance meeting on October 5th
- College visits have begun
- The Drama Fest will begin Monday September 13
- Marblehead High School won the Dolphin Award for a second year in a row

**II. Consent Agenda & Action Items**

**1. SC minutes: 5/18/2017; 8/14/2017;7/6/17**

Ms. Schaeffner made motion to approve the minutes of 5/18/2017; 8/14/2017;7/6/17 and the motion was seconded by Ms. Lipsitz. The Committee **VOTED** 5-0 in favor.

**2. Acceptance of METCO Donations**

The School Committee voted to create a Metco Program donation fund at a prior meeting. The Rotary Club of Marblehead Harbor donated \$500.00 to this fund. Mr. Harris made motion to accept the donation of \$500.00 from the Rotary Club of Marblehead Harbor. The motion as seconded by Ms. Pratt and the Committee **VOTED** 5-0 in favor.

**3. Gerry Playground parking**

Ms. Perry stated that over the past months she has spoken to police, fire, parents, students and community members and at a meeting in September the public had an opportunity to give their opinions regarding the signage at the Gerry School. In the meantime Mr. Lord and her recommendation is that the hours on the playground remain as is.

Ms. Tedford asked if anyone was in favor of making a motion to approve a change in signage on the Gerry playground parking area. Ms. Schaeffner made motion to amend the signage and the motion was seconded by Mr. Harris. Discussion on the issue followed.

Ms. Schaeffner noted that it was evident that no one has ever complained over the past. However it seems like the public who appeared wanted to change the parking hours for 7 days a week.

Ms. Pratt also had the misconception that the request was to change signage during the week days and considering the neighborhood a change in signage could present a problem on snow days. She does feel that the request is a more significant change than she initially realized.

Mr. Harris stated that 13 people spoke in the public forum and all were in agreement to change parking hours and he understands their desire to have their children play there. He noted that it has been past practice that cars are allowed there and is hoping to reach a compromise that would allow some use for parking while allowing others to use the area for play. He noted that there would be challenges with enforcement might be an issue however in general, signage in Marblehead seems to be self enforced and if the signage was changed it wouldn't be a real burden to anyone in particular.

Ms. Lipsitz stated that there were 9 in favor including a letter and 4 against, as well as the opinion of both chiefs, the Superintendent and the Town Administrator, who agree that there is no need for a change at this time. She is leaning toward no change to the signage.

Ms. Tedford is going to vote no change to the parking as this is a unique situation and given that it has existed for so long and no issues have surfaced of any car owners being irresponsible. In the next few years, the Gerry decision on feasibility will take place and all could change. It would also be difficult to enforce on days school is not in session. Our responsibility and focus is to make sure the students are safe during the school day. Ms. Tedford noted that she was thankful that the public voiced their opinions.

Mr. Harris noted that people do observe the signage. He also noted that we received a legal document which noted that the district is responsible for faulty equipment on the playground regardless of the time of day.

Ms. Schaeffner stated that she feels the request is a dramatic change for this neighborhood.

Ms. Perry stated that when you begin putting up a no parking sign at Gerry School, it will set a precedence for all the other schools.

Ms. Tedford noted that the motion at hand is to amend the Gerry parking signage.

Ms. Tedford asked for a call on the vote. The Committee **VOTED** 1 in favor of changing the parking signage at Gerry and 4 opposed (1for-4 against). The motion failed.

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

**A. District Reports and Updates**

**1. Introduction of district-wide administrators**

Superintendent Perry introduced four new key members to administration: Christine Lyons who is a Curriculum Coach; METCO Director Jessica Castro; School Resource Officer Daniel Gagnon; and Athletic Director Greg Ceglarski.

Superintendent Perry thanked the Police Department and Town Administrator in helping MPS secure a Resource Officer.

Superintendent Perry asked the public to contact Jessica Castro if they are interested in being a host family for some of our METCO students.

**2. Opening Day**

Superintendent Perry gave a brief overview of the opening day for staff and students. This year she didn't begin opening day with a welcoming speech but rather had the teachers go directly to their schools for professional development, trainings and classroom setup however she will speak to them later in the year.

She thanked Mr. Lord, Mr. Matthews, and their staff for working so diligently to get the schools ready for the start of school in August. It's been a smooth opening and unexpected leave of absences were quickly handled by Mr. Bauer and Ms. Bowen. Roundtables with principals have begun and will continue every Tuesday through June. Staff meetings and Professional Development for staff has already begun and hiring continues to fill in the few open slots.

Ms. Schaeffner thanked the Superintendent and other administrators for working to fill in those last minute vacancies.

**3. Superintendent's Goals**

Ms. Tedford explained that instead of having the Superintendent present her benchmarks three times as in past years, they will require one at mid year and another at the end of the year.

The Superintendent's Goals as presented:

**Student Learning**

- **Allergy Awareness:** By April 2018, implement district wide programming addressing allergy awareness at grade-appropriate levels incorporating building level initiatives to increase awareness and reduce instances of allergen based reactions, parent and community outreach and education.
- **Service Learning:** By April 2018, unify, vertically align, and expand upon the existing district service learning exercises, encouraging students to understand, identify and pursue opportunities to contribute as citizens, in helping others and the community.
- **Science Curriculum Alignment:** By April 2018, develop pilot K-8 science units incorporating the Understanding by Design curriculum model, with recommendations for science kits and textbook adoption.

**District Improvement**

- **High School 1:1 student technology devices:** By April 2018, complete exploration and study, and finalize a formal recommendation for the implementation of High School level 1:1 student device rollout, representative of input from student, faculty, administrative, family and community representation.
- **Gerry School Building Committee:** By April 2018, through participation in the Gerry Building Committee, work with the Owner's Project Manager, designer, and consultants to continue the Bell, Coffin, Gerry Feasibility Study, inclusive of:
  - Educational Program
  - Initial Space Summary

- Preliminary Design Program Options
- Preferred Option selection
- Community engagement, outreach and communication of the project
- **Online Tuition and Fee Payment:** By April 2018, formalize and communicate online tuition and fee payment to students and families across all tuition and fee-based programming, and define and communicate district guidelines regarding associated student fundraising.
- **Human Resource Efficiency:** By April of 2018 develop job descriptions for all positions within the Marblehead Public Schools.

**Professional Practice**

- **District Wide Social Climate and Culture:** By April 2018, revise grade 7-12 wellness/health curriculum, incorporating opioid awareness and prevention through the Youth Opioid Prevention grant, wellness, community partnerships, including the implementation of the High School Resource Officer in partnership with Marblehead Police Department.
- **Communication:** By April 2018, continue to enhance communication and outreach with partners and stakeholders through listening tours, district and building-level climate and culture initiatives, administrative team-building and outreach to families.

Ms. Lipsitz made motion to approve the Superintendent’s Goals for 2017-2018. The motion was seconded by Ms. Schaeffner and the Committee **VOTED** 5-0 in favor.

**IV. Finance Organizational Support**

1. Schedule of Bills
#15456 \$ 5,960.00
#15484 \$ 1,360.00
#15491 \$ 220.32
#15492 \$155,462.23
#15493 \$136,640.05
#15496 \$ 10,287.28
#15508 \$ 67,003.07
#15509 \$191,350.64
#15519 \$ 1,316.13
<b>Total \$569,599.72</b>

Ms. Lipsitz recused herself from this vote as it could be perceived as a conflict of interest. Ms. Lipsitz left the room.

Motion to approve all schedules of bills totaling \$569,599.72 was made by Ms. Pratt and seconded by Ms. Schaeffner. The Committee **VOTED** 4-0 in favor.

Ms. Lipsitz returned to the table.

Mr. Harris asked why it is mandated that all new employees have a physical. Ms. Maniaci noted that she would look into it.

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

**1. School Committee Report Calendar-DRAFT**

- Ms. Tedford noted that the updated SC Agenda Report Calendar for the year will be online with the September 8<sup>th</sup> documents.

- A workshop on collective bargaining will take place later in the year.
- There will not be a meeting on November 2<sup>nd</sup> as the Superintendent and Chair will be at the joint MASC/MASS conference in Hyannis.

Mr. Harris suggested that the committee consider adding another meeting before voting the budget on March 22nd.

**2. Gerry Feasibility Study - DRAFT Schedule**

Mr. Harris stated:

On September 6<sup>th</sup> the Superintendent hosted RDA Raymond Design Assoc. and Leftfield, the Owners Project Managers. Ms. Perry noted that Module 3 brings groups of identified individuals together for a two day workshop to discuss Vision and Mission, what we want this building to have and what the link is between Coffin, Gerry and Bell.

It began with an introduction last week with RDA and Leftfield attending a Coffin/Gerry staff meeting where they explained what was currently going on and how things will get done. This was the beginning of some good conversations between everyone on what is important to us and what we hope to accomplish. The group was asked to put together a Visioning Committee with representation of teachers from every grade level, representation from every specialist, special education staff, inclusion teachers, guidance and members of the Village School for discussion on transition from elementary to Village. Also included was representation from SEPAC, School Committee representative, community members, as well as a parent from the Glover School, and a host of administrators.

Mr. Harris noted that last Thursday was the kick off meeting with the MSBA and we will continue to work on an ongoing analysis of existing facility plans as well as begin site options.

Mr. Harris noted that tomorrow’s Gerry Bldg. Committee meeting has been canceled as there is nothing to vote or delegate. The next meeting will be two weeks from Thursday. He noted that the Listening Tour is posted as a joint meeting on Monday, September 18<sup>th</sup>.

**VI. Closing Business**

**A. New Business**

Ms. Tedford reminded the public that as we kick off a new school year, our meetings and school website are the best places for information regarding the district.

**B. Correspondence**

Ms. Tedford noted that she will send a thank you note for the METCO donation.

**C. Adjournment**

A motion to adjourn was made and the meeting adjourned at 8:45pm. All were in favor.

Respectfully submitted,  
Susie Pratt  
Marblehead School Committee

**Meeting Documents:**

- SC minutes: 5/18/2017; 8/14/2017;7/6/17*
- METCO Donations*
- Superintendent’s Goals*
- Schedule of Bills*
- School Committee Report Calendar-DRAFT*
- Gerry Feasibility Study - DRAFT Schedule*

*Approved 12/7/2017*