

**Record of the Marblehead School Committee Meeting**  
**May 17, 2018**  
**Marblehead High School**

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

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

**Members Absent:**

**I. Initial Business**

**A. Call to Order**

Superintendent Perry called the meeting to order at 7:00pm.

**B. Committee Organization**

**1. Election of Officers**

**a. Chairman:** Superintendent Perry asked for a nomination for the position of Chairman. Ms. Schaeffner nominated Ms. Tedford. The motion was seconded by Mr. Harris. There were no other nominations. The Committee **VOTED** with a show of hands, 5-0 in favor.

**b. Vice-Chairman:**

Mr. Harris nominated Ms. Schaeffner for Vice-Chair. The motion was seconded by Ms. Tedford. There were no other nominations. The Committee **VOTED** with a show of hands, 5-0 in favor.

**c. Secretary:** Ms. Schaeffner nominated Ms. Gold for Secretary. The motion was seconded by Mr. Harris. There were no other nominations. The Committee **VOTED** with a show of hands, 5-0 in favor.

**2. Approvals**

**a. School Committee Code of Ethics-Policy BCA.**

Ms. Schaeffner made motion to approve the School Committee Code of Ethics. The motion was seconded by Ms. Gold and the Committee **VOTED** unanimously, 5-0 in favor.

**b. School Committee Operating Protocols and new Member Checklist were presented to the new members.**

**B. Commendations**

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

Mr. Harris welcomed the two new School Committee members. He also recognized and applauded the other three candidates (Brenda Kim, Luisa Boverini and Sarah Fox) who also ran for a school committee seat.

Ms. Tedford invited the Committee and the community to stop in at the library to visit our student Art Fair.

Mr. Harris thanked Greg Ceglarski for giving up his weekend to accompany the girls sailing team to Rhode Island last weekend when their coach was unable to attend.

**C. Public Comment**

Cindy Loewen, 12 Trinity Road welcomed the two new school committee members.

**D. Student Representative**

Melissa Kordha, Student Representative (not present)

**II. Consent Agenda & Action Items**

**1. Field Trip-**

Superintendent Perry explained that on Friday, May 11<sup>th</sup>, members of the Committee held a brief meeting to approved the boys sailing regatta at Maine Maritime Academy for an overnight and out of state trip. Today, they come before you for approval of another trip for the sailing team to Mount Desert Island May 18-19<sup>th</sup>. The students will be accompanied by their coach and will stay in accommodations provided by their parents.

Ms. Schaeffner made motion to approve the overnight and out of state trip to Mount Desert Island for the boys sailing team. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously, 5-0, in favor.

**2. Minutes: 4/12/2018; 5/3/2018**

Ms. Schaeffner made motion to approve the minutes of 4/12/2018; 5/3/2018. The motion was seconded by Ms. Gold and the Committee **VOTED** 5-0 in favor.

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

**A. District Reports and Updates**

**1. School Improvement Plans (Village, Veterans, High School)**

**Village School SIP: Amanda Murphy, Principal**

**Core Value:** Student Achievement, Resources

**Strategic Goals:** Curriculum, Instruction, Educator Growth

**Goal 1:** Curriculum and Instruction

**School Improvement Goal:** Strengthen our curriculum and instruction in each core academic area with curriculum mapping and alignment.

**Data Sources:** Galileo; Go Math Assessments; AIMSweb; MCAS data; review of curriculum products; teacher feedback.

**Core Value:** Student Achievement

**Strategic Goal:** Instruction, Educator Growth

**Goal 2:** Assessment/Progress Monitoring

**Data Sources:** Galileo Benchmarks; MCAS Scores; AIMSweb; GO Math Assessments; Calkins Reading Benchmarks.

**Core Value:** School Culture

**Strategic Goal:** School Climate and Culture, Instruction, Personal Growth

**Goal 3:** School Climate and Culture

**Data Sources:** Teacher, student and parent feedback; SWIS.

**Core Value:** School Culture, Partnerships and Collaboration

**Strategic Goal:** School Climate and Culture, Educator Growth

**Goal 4:** School Safety

**Data Sources:** Fire drill and lockdown logs; Training attendance records.

**Veterans School SIP: Matt Fox, Principal**

**Core Value:** Student Achievement, Resources

**Strategic Goals:** Curriculum, Instruction, Educator Growth

**Goal 1:** Curriculum and Instruction

**School Improvement Goals**

**Science:** Create/Implement new curriculum maps based upon Massachusetts Science/Technology Engineering 2016 Frameworks

**Social Studies:** Explore and create a roll-out process for the new Massachusetts History/Social Science 2018 Frameworks **(PENDING DESE APPROVAL ON JUNE 26, 2018)**

**Data Sources:** Science MCAS tests; Common Science Assessments; Review of curriculum work products.

**Core Value:** Student Achievement

**Strategic Goals:** Instruction, Educator Growth

**Goal 2:** Assessment

**School Improvement Goals:** Use new data from MCAS 2.0 to help evaluate and inform instruction and provide individualized assistance.

Use new state-wide accountability data to evaluate areas of improvement and set future goals.

**Data Sources:** Mathematics MCAS 2.0 results; ELA MCAS 2.0 results; Science MCAS results; State determined accountability data.

**Core Value:** School Culture, Partnerships and Collaboration

**Strategic Goals:** School Climate and Culture

**Goal 3:** Safety

**School Improvement Goal:** Implement the ALICE program and protocols

**Data Sources:** National studies of effectiveness of ALICE; anecdotal feedback from area districts implementing ALICE.

**Core Value:** School Culture, Partnerships and Collaboration, Personal Growth

**Strategic Goals:** School Climate and Culture, Instruction

**Goal 4:** School Climate and Culture

**School Improvement Goals:** Support the implementation of a district-wide initiative for Positive Behavior Intervention and Supports (PBIS).

Explore options for Service Learning.

**Data Sources:** Discipline referrals; attendance data; PBIS products; teacher feedback

**High School: Dan Bauer, Principal**

**Core Value:** Student Achievement, Resources

**Strategic Goal:** Curriculum, Instruction and Educator Growth

**Goal 1:** Curriculum and Instruction

**School Improvement Goal:** Finalize completion of core subject and elective curriculum documents: includes all courses that support graduation requirements.

**Data Sources:** Evaluation of the new curriculum documents and student achievement.

**Core Value:** Student Achievement

**Strategic Goal:** Instruction, Educator Growth

**Goal 2:** Assessment

**School Improvement Goal:** Revision and further development of common assessments in each MHS Department, including formative assessments.

**Data Sources:** Item analysis of common assessments including mid-term and final exams; MCAS Data; common rubric analysis and formative assessment analysis.

**Core Value:** School Culture, Partnerships and Collaboration, Personal Growth

**Strategic Goal:** School Climate and Culture, Curriculum, Instruction

**Goal 3:** School Climate and Safety

**School Improvement Goal:** Continue to provide structures that focus on the promotion of a positive school culture. Develop and implement social-emotional learning and bullying prevention curricula for each grade level, integrating various programs, student expectations, resources and professional development.

**Data Sources:** Survey Data; MHS Discipline; Attendance Data; Discipline Data.

**Core Value:** Student Achievement

**Strategic Goal:** Curriculum, Instruction, Educator Growth

**Goal 4:** Student Achievement

**School Improvement Goal:** Improve performance of at-risk students through creation of models that reduce achievement gaps and meet improvement targets for selected student populations.

**Data Sources:** MCAS Data; SAT Data; Report Card Data

**2. Student User fees for 2018-2019**

Ms. Maniaci presented a comprehensive report for user fees.

**Recommendation Student User Fee School Year 2018-19**

Last fiscal year we exhausted our funding within the User Fee revolving account, as well as intended operating budget appropriation lines funding extracurricular related expenses, in their entirety and closed the expense gap, with out-of-appropriation operating budget funding and additional revolving fund revenue (Tuition Fund and Building Rental Fund). School Committee voted to address this gap and bring District User Fees for school year 2017-2018 to a district-comparable and needs-based figure that was intended on not only balancing the athletic budget, but allowing for a uniform procurement initiative to bring athletes and the athletic department current in uniform renewal and long term purchase planning. As we closely analyze this year’s effect of the increase in user fee and expenses, including major uniform purchasing, with the understanding the School Committee, across all fee-based programming, has recommended annual discussion of smaller incremental cost of living increases to alleviate large ‘catch up’ adjustments, we recommend a 2% increase across the current user fee structure.

Ms. Tedford remarked that we continue to be under the median rate with other communities.

**IV. Finance Organizational Support**

**1. Schedule of Bills**

#16430	\$102,733.55
#16447	\$ 5,795.25
#16449	\$ 14,541.02
#16451	\$181,730.68
#16474	\$161,761.54
#16475	\$ 2,617.35
#16478	\$ 19,222.02
#16479	\$ 8,318.22
#16482	<u>\$ 1,962.75</u>
	<b>\$498,682.38</b>

Ms. Schaeffner made motion to approve the schedule of bills in the amount of **\$498,682.38**. The motion was seconded by Mr. Harris and the Committee **VOTED** 5-0 in favor.

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

**1. Gerry Building Committee Update**

Mr. Harris thanked Ms. Maniaci and Ms. Schaeffner for working on the presentation for Town meeting as well as Mr. Lord and his tech team. Mr. Harris noted that the next phase is to design the school. The Building Committee will meet on Tuesday, May 22<sup>nd</sup> to discuss submittal of the PSR (preliminary schematic report) which is an update to our PDP that was submitted and will contain the preferred option rather than the six options and will refine the space study. The architect continues to refine his design. He noted that Ms. Maniaci is working on a pro-forma budget with Mr. Lord. Superintendent Perry noted that last week, the architect, teachers, and administrators worked together to voice their opinion on what they feel would be important to them in this building. Since the PSR on the Educational Profile that was submitted in February returned with comments from the MSBA and since we reduced the space study based on the MSBA and what would be allowable, she and Mr. Bellucci will redo the entire Educational Profile to make certain that we’ve made the changes recommended by the MSBA and the changes from the initial space summary. This will change the submittal date, Mr. Harris noted, to the end of May which would mean we will appear before the MSBA in August.

**VI. Closing Business**

**A. New Business**

Ms. Perry noted that we have been in communication with the Chief of Police regarding the playground at the Gerry School. The Board of Selectmen have agreed to make the street into a two way street and the playground and paved area next to the playground will have signage to coincide with the winter off street parking bans. The signage will state that between November 1<sup>st</sup> to April 1<sup>st</sup>, parking will be allowed in the lot however between April 1<sup>st</sup> through November 1<sup>st</sup>, the playground and paved area will be chained and blocked off from vehicles to allow for a safe play area for the children. Ms. Perry noted that the school district will continue to maintain the building and the playground and hopes the community abides by the signage that will be posted.

Ms. Tedford noted that the next scheduled school committee meeting is on June 7<sup>th</sup> and the committee will be notified if the time is modified. Also, the last school committee meeting for the year is schedule for June 21<sup>st</sup> but because the Town has voted to hold their Override Election on that day, we would not be able to begin until 8:00pm. Discussion followed and suggestions for moving the school committee meeting to Wednesday was a possibility.

**B. Correspondence**

**C. Adjournment**

A motion to adjourn was made and the Committee unanimously **VOTED** to adjourn at 8:52pm.

Respectfully submitted,  
Sarah Gold  
Marblehead School Committee

*Meeting Documents:*

*Code of Ethics*

*Operating Protocols*

*New Member Checklist*

*Minutes: 4/12/18; 5/3/18*

*School Improvement Plans (Village, Veterans, High School)*

*Student User fees for 2018-2019 document*

*Schedule of Bills*

**Approved at SC mtg 6/20/2018**