

Record of the Marblehead School Committee Meeting
Thursday, June 2, 2016
MHS Library

Members Present: Meredith Tedford, Susie Pratt, Kate Lipsitz,
David Harris, Jr., Jennifer Schaeffner

Also: Maryann Perry, Superintendent
Dr. Bradford Smith, Assistant Superintendent
Amanda Maniaci, Business and Finance Administrator
Ken Lord, Exec. Dir. Of Technology and Operations

SC Members Absent:

6:30 PM

I. Initial Business

1. Call to Order

Ms. Tedford called the meeting to order at 6:32PM and asked for a vote to go into executive session to discuss strategies with respect to collective bargaining because an open meeting may have detrimental effect on the bargaining position of the school committee (Nurses Contract).

Ms. Pratt made motion go into executive session to discuss strategies with respect to collective bargaining because an open meeting may have detrimental effect on the bargaining position of the school committee (Nurses Contract). The motion was seconded by Mr. Harris and the Committee **VOTED** on a roll call vote: 5 yes, 0 no, roll call vote: Ms. Schaeffner-yes; Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes. The motion passed.

2. Commendations

Ms. Tedford thanked Mr. James Maroney of MHTV for filming tonight's meeting.

Ms. Pratt thanked the students and teacher at Vets for their performance at the Music and Arts Festival. The awards were:

Orchestra: First place; Mixed Chorus: Second place; Select Chorus: First place; and the Select Chorus won Top overall choir for the festival.

Mr. Harris noted that the High School Baseball Varsity team beat Concord-Carlisle 3:0-congratulations as they move on to the play offs. Girls Softball team did not win, they lost 9-6 and we're still awaiting to find out about LaCross.

Ms. Tedford commended the students at the Bell School who participated in their first Fun Run which raised over \$7,000.

3. Public Comment

None

4. Student Representative

Not present

II. Consent Agenda& Action Items

1. SC Minutes: none

2. Third reading of update policy BBBC-School Committee Member Resignation

Motion to approve policy BBBC-School Committee Member Resignation for 3rd reading was made by Ms. Pratt and seconded by Ms. Lipsitz. The Committee **VOTED** 5 yes, 0 no on a roll call vote: Ms. Schaeffner-yes; Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes.

3. Third reading of updated policy BDFA-School Councils (Site Based Management Teams)

Motion to approve policy BDFA-School Councils (Site Based Management Teams) for 3rd reading was made by Ms. Pratt and seconded by Ms. Lipsitz. The Committee **VOTED** 4 yes, 1 no on a roll call vote: Ms. Schaeffner-no; Mr. Harris-yes; Ms. Lipsitz-yes; Ms. Pratt-yes; Ms. Tedford-yes.

4. Approval of Facility Contracts

Mr. Lord explained that the bid and contract forms used are the standard ones supplied to us by the Town. Becky Curran the Town procurement officer and our Town Counsel Lisa Mead created the templates that we use.

Gerry Boiler Repair

This bid was for repair work to the Gerry boiler that includes two section leaks, a steam leak and rebuilding of the combustion chamber. Only one company bid on this, Atlantic Power Services from Seekonk for \$18,383.00 which was below our estimates and their reference calls made so far have been positive.

Ms. Lipsitz made motion to approve the contract for the Gerry Boiler repairs to Atlantic Power Services from Seekonk for \$18,383.00. The motion was seconded by Ms. Pratt and the Committee **VOTED** unanimously, 5-0.

Roofing Repairs

Two companies bid for this and Greenwood Industries of Worcester was the low bid \$24,715 and this is the limit. If it goes over then we need to go to bid again. Mr. Harris made motion to approve the contract for the Roofing Repairs district wide to Greenwood Industries of Worcester to a cap of \$24,715.00. The motion was seconded by Ms. Pratt and the Committee **VOTED** unanimously, 5-0.

HVAC Mechanical Repairs

This bid is for time and materials work on our HVAC Mechanical Systems. Typical repairs would be for actuators, roof top unit repairs, etc. Four companies submitted bids for this and the low bidder was Ambient Temperature Corporation for a contract of \$16,150.00. Ms. Pratt made motion to approve the contract for the HVAC Mechanical Systems to Ambient Temperature Corporation for a contract total of \$16,150.00. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** unanimously, 5-0.

Door Hardware Repairs

Bid is for time and materials work repairing door hardware such as crash bars, door closers, hinges, locks, etc. We received two bidders and the low bidder was Pasek from Boston for a bid of \$25,650.00. Ms. Lipsitz made motion to approve the contract for the Door Hardware Repairs to Pasek for a contract total of \$25,650.00. The motion was seconded by Ms. Pratt and the Committee **VOTED** unanimously, 5-0.

HS Control Replacement RFPs

This RFP is for replacing the HVAC Control system at the HS. An RFP allows us to review and rate the proposal on a number of factors before opening the cost proposal. This proposal will be given to SC for voting at next meeting. We only received one proposal from Automated Building Systems. They have done several projects for us in the past.

Boiler Maintenance & Repair contract renewal

For the past several years we have used Combustion Services from Cambridge. They have provided excellent service, very responsive for emergency calls and offer a good deal of advice and guidance on our various systems. The contract is for yearly cleaning and adjusting of all our boilers as well as emergency and regular service calls when problems come up. We went out to bid on this two years ago and the bid for this was a one year contract with two options to renew the contract each year at our discretion. We are asking the Committee to exercise our 3rd year option for their existing contract of \$19,480.00. Next year we will need to go out to bid again. Ms. Pratt made motion to exercise our 3rd year option and approve the contract for Boiler Maintenance & Repair to Combustion Services of Cambridge for a contract total of \$19,480.00. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously, 5-0.

Fire Alarm Inspections and Maintenance Renewal

This year we have a contract with Ron Seaboyer to provide our annual fire alarm inspections as well as maintenance throughout the school year. They have been very responsive this year. I recommend exercising the year two option with Ron Seaboyer. This is a time and materials contract for repairs plus the base bid for the annual inspections in the amount not to exceed \$9,100.00. Ms. Lipsitz made motion to exercise our 2nd year option and award the contract

to Ron Seaboyer in the amount not to exceed \$9,100.00. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously, 5-0.

Elevator Maintenance and Inspection

The bid opening for elevator maintenance and inspections will be held on Friday, June 3rd. Mr. Lord noted he hopes to have a recommendation to the Committee at their June 16th meeting.

5. Approval of School Handbooks

Superintendent Perry noted that there are no significant changes in the High School and Middle School handbooks and most changes in the Elementary Handbook is housekeeping changes. The principals are present to answer any questions the Committee may have. Ms. Pratt made motion to approve the school handbooks. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** unanimously, 5-0.

III. Teaching/Learning-Superintendent of Schools

A. District Reports and Updates

SEPAC Report: Executive Board presented

Superintendent Perry noted that members of the executive board of the Special Education Parent Advisory Council will speak to the Committee this evening. Also present is Mr. Robert Bellucci the Student Services Director and the Special Education Chairs. Mr. Bellucci noted that it is a state requirement to have a parent advisory council. Required to have a parent advisory council; must present an annual report; open to any parents of a student; and authorized to provide advice to the district on special ed programs and policies. The Special Education Liaison, Martha Krol, acts as the liaison to the district and the Special Education attend the SEPAC meetings on a rotating basis. Mr. Bellucci introduced co-chairs Scott Solberg and Kate Bailey Roeser who in turn gave a report on accomplishments, goals and operating protocols of SEPAC.

IV. Finance Organizational Support

1. Schedule of Bills

#13445	\$ 6,528.00
#13462	\$ 85.00
#13476	\$ 10,749.44
#13477	\$ 7,797.65
#13478	\$ 30,219.23
#13480	\$ 1,815.00
#13481	<u>\$116,360.37</u>
Total	\$173,554.69

Motion to approve all schedules of bills totaling \$173,554.69.

Ms. Lipsitz made motion to approve the schedule of bills dated June 2, 2016 in the amount of \$173,554.69. The motion was seconded by Mr. Harris and the Committee **VOTED** unanimously in favor, 5-0.

2. YTD Budget Executive Summary

Ms. Maniaci presented her report and noted that non essential expenses have stopped and is projecting a balanced close.

Mr. Harris made motion to accept the YTD budget report of June 2, 2016. The motion was seconded by Ms. Pratt and the Committee **VOTED** unanimously, 5-0.

V. School Committee Communication and/or Discussion items

1. Sub Committee Updates (Curriculum, Policy, Budget)

VI. Closing Business

A. New Business

Ms. Tedford noted that the SC Retreat will be held on July 20, 2016.

B. Correspondence

None

C. Adjournment

A motion to adjourn the meeting was made by Ms. Pratt. The Committee **VOTED** unanimously, 5-0. The public session of the meeting ended at X:XX PM.

Respectfully submitted,
Kate Lipsitz
Marblehead School Committee

Meeting Documents:

Policy BBBC

Policy BDFA

Multiple Facility Contract Sheet

School Handbooks High School, Veterans, Elementary

SEPAC documents

Schedule of bills

YTD Budget Executive Summary

Approved by SC 9/22/2016