

Record of the Marblehead School Committee Meeting
Thursday, May 04, 2017
Marblehead High School Library

Members Present: Meredith Tedford, Kate Lipsitz, Jennifer Schaeffner
Susie Pratt

Also: Maryann Perry, Superintendent
Dr. Bradford Smith, Assistant Superintendent
Amanda Maniaci, Director of Business and Finance
Ken Lord, Exec. Dir. Of Technology and Operations
Monica Visco, Director of Human Resources

Members Absent: David Harris

I. Initial Business

A. Call to Order

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

B. Commendations

Senior Art Show at Abbot Public Library takes place from May 4th through May 27th.

Ms. Tedford commended the Odyssey of the Mind students who qualified for the 2017 Work Finals.

C. Public Comment

None

D. Student Representative

Melissa Kordha, Student Representative

- Junior and Senior classes were successful in selling prom tickets.
- Student council is working together with seniors for the annual carnival that begins tonight.
- The Seniors are holding an art show May 9th.

II. Consent Agenda & Action Items

1. SC minutes: 4/24/2017

Ms. Pratt made motion to approve the minutes of 4/24/17. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** 4-0 in favor.

2. Books declared as surplus-Veterans School

Ms. Pratt made motion to approve the list of books presented as surplus which will be donated to a charity. The motion was seconded by Ms. Schaeffner and the Committee **VOTED** 4-0 in favor.

3. Approval of Building Maintenance Contracts

- Ms. Schaeffner made motion and Ms. Lipsitz seconded the motion to approve the following list of Building Maintenance contracts and to have the Chairman sign for the Committee, the first one being:
FY17 contract amendment
 - **Ambient Temperature Control - \$3500** – to cover some additional repair work that exceeded their base estimated time and materials contract for this fiscal year. Motion passed unanimously, 4-0.

- Ms. Pratt made motion and Ms. Lipsitz seconded the motion to approve the contract to **Ron Seaboyer – Fire Alarm testing and maintenance** – 1 year contract extension not to exceed \$19,300, and to have the Chair sign for the Committee. Motion passed unanimously, 4-0.
- Ms. Lipsitz made motion and Ms. Pratt seconded the motion to approve the contract to **Greenwood Industries – Roofing repairs** -1 year contract extension not to exceed \$24,715, and to have the Chair sign for the Committee. Motion passed unanimously, 4-0.
- Ms. Schaeffner made motion and Ms. Lipsitz seconded the motion to approve the contract to **Ambient Temperature Corporation – HVAC Mechanical Repairs** – 1 year contract extension not to exceed \$16,150 and to have the Chair sign for the Committee. Motion passed unanimously, 4-0.
- Ms. Schaeffner made motion and Ms. Pratt seconded the motion to approve the contract to **Boston Mechanical Services – On Call Plumber** – 1 year contract extension not to exceed \$23,895 and to have the Chair sign for the Committee. Motion passed unanimously, 4-0.
- Ms. Schaeffner made motion and Ms. Lipsitz seconded the motion to approve the contract to **City Elevator – Elevator testing and maintenance** – 1 year contract extension not to exceed \$21,954 and to have the Chair sign for the Committee. Motion passed unanimously, 4-0.

4. Approval of overnight trip to Bournedale

Ms. Schaeffner made motion to approve the overnight trip for Grade 6 students to Bournedale. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** 4-0 in favor.

III. Teaching/Learning-Superintendent of Schools

A. District Reports and Updates

1. Odyssey of the Mind presentation

Teacher Robin Berg noted that 42 children from the Bell School were involved in Odyssey of the Mind this year. Odyssey of the Mind is a creative competition that teaches students to think in different ways to solve an open-ended problem. The students learn to identify problems and work as a team toward a solution without limiting possible solutions or their potential success. The students went to Sutton for a tournament and all five teams qualified to go to the 2017 World Finals in Michigan. Some students gave a demonstration of their project and explained how they came about solving the problem.

2. School Improvement Plans (Bell, Glover, Coffin/Gerry)

Principals Zaeske, Ota and Satterfield presented their School Improvement Plans. The four goals of each of the schools are as follows:

- Goal 1: Curriculum and Instruction
- Goal 2: Assessment/Progress Monitoring
- Goal 3: School Safety
- Goal 4: School Climate and Culture

3. Approve to establish Capital Fund for Northshore Education Consortium

Superintendent Perry explained that we are partners in the Northshore Education Consortium and they are requesting to establish a Capital Fund. All participating district Superintendents are members of the Board of Directors.

Ms. Pratt made motion to approve the establishment of a Capital Fund for the Northshore Education Consortium. The motion was seconded by Ms. Lipsitz and the Committee **VOTED** 4-0 in favor. Ms. Schaeffner asked that we have a future presentation on the definition of the consortium.

IV. Finance Organizational Support

1. Schedule of Bills

Ms. Lipsitz made motion to approve the schedule of bills in the amount of \$148,211.67. The motion was seconded by Ms. Pratt and the Committee **VOTED** 4-0 in favor.

2. YTD Budget Executive Summary

Ms. Maniaci gave a brief explanation of the YTD budget executive summary. All members unanimously approved to put this report into the official record.

V. School Committee Communication and/or Discussion items

1. Superintendent’s Evaluation documents

Ms. Tedford noted that she tried to simplify and condense the evaluation documents by color coding the goals and eliminating the standards that weren’t pertinent. She also explained the process to reviewing the documents and filling in the evaluation form. She encouraged each member to make an appointment with the superintendent.

VI. Closing Business

A. New Business

Ms. Tedford noted that over the year she has taken notes regarding additional reports that the committee might be interested in receiving next year.

Ms. Tedford gave a brief clarification in regards to the Metco Director hiring process. She noted that initially the Superintendent, administrators, parents and central admin performed the first round of screenings. In the final round of interviews, Ms. Lipsitz will be present as the SC representative.

Ms. Tedford noted that there will need to be an executive session meeting in the near future and she will get back to the Committee regarding dates.

Mr. Harris noted that he cannot make the workshop scheduled for May 24th. Ms. Tedford as the Committee for their availability on either May 30th or 31st.

B. Correspondence

C. Adjournment

A motion to adjourn was made and seconded at 8:25 pm. All were in favor.

Respectfully submitted,
Kate Lipsitz
Marblehead School Committee

Meeting Documents:

- SC minutes 4/24/2017*
- Books declared as surplus-Veterans School document*
- List of Building Maintenance Contracts*
- Field trip approval of overnight trip to Bournedale*
- School Improvement Plans (Bell, Glover, Coffin/Gerry)*
- Capital Fund for Northshore Education Consortium request*
- Schedule of Bills*
- YTD Budget Executive Summary*
- Superintendent’s Evaluation documents*

Approved 6/1/2017