

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE MEETING
Monday, June 4, 2012**

**Newburyport High School
Meeting Convened at PM**

**Room 118
Mayor Donna Holaday/Cheryl Sweeney Presided**

**Present: Bruce Menin, Steve Cole ,Cheryl Sweeney, Mayor Donna Holaday, Nick deKanter,
Audrey McCarthy, Dan Koen**

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:

Chairman Mayor Donna Holaday called the meeting to order at 7:02 PM. Mayor Holaday called for a roll call, which found all members present. All those present stood for the Pledge of Allegiance.

READING OF MISSION STATEMENT:

Mayor Holaday read the Newburyport School Committee Mission Statement.

At this point Vice-Chairman took over chairmanship of the meeting.

CONSENT AGENDA:

Motions

Warrants:

On a motion by Dan Koen and seconded by Nick deKanter it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$33,463.78

Motion Passed Unanimously

On a motion by Dan Koen and seconded by Mayor Holaday it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$140,559.36

Motion Passed Unanimously

Minutes

On a motion by Nick deKanter and seconded by Dan Koen it was

VOTED: To table until the next meeting the Regular School Committee Meeting minutes of Monday, May 21, 2012.

Motion Passed Unanimously

NHS STUDENT REPRESENTATIVE REPORT:

NHS Student Representative Julia Bradley reported on the following:

That last week was Senior Week ending with the graduation yesterday. All of the underclass projects are due by the end of the week. There are trips planned, one to Canobie Lake. The Student Advisory Council has a lunch planned. The science MCAS testing is taking place. Move Up day is this week, as well as class officer elections.

FOOD SERVICE UPDATE

Director of Food Services, Sheryn Seale, and the Regional Representative from Chartwell's Food Service presented to the Committee on the upcoming changes by the USDA to school lunches effective July 1. Ms. Seale prepared a light dinner buffet showcasing the food that is served at the High School for students. Chartwell's has been in the Newburyport schools since 2007.

Asst. Supt. Deirdre Farrell commented during the PowerPoint presentation on the slides showing Ms. Seale's participation at the Mayor's Health Fair, and also different presentations by vendors to students such as Coca-Cola on the recycling of bottles.

Mrs. Seale spoke of the new dietary guidelines known as "My Plate" replacing the old pyramid. She also spoke about the High School health fair that Chartwell's participated in and brought their regional dietician to present to students with lots of free giveaways. They had a "Got Milk" booth where students had their photos taken and displayed with a milk mustache after consuming the milk shakes prepared by Mrs. Seale.

Also, Mrs. Seale applied for and was awarded an EBC grant allowing her to speak with all of the PreK classes about nutrition and could serve the children fruits and vegetables.

One slide gave a snapshot of the financials showing the growth from year to year in student participation in the lunch program 40.5% to 43%. The lower grades are closer to 60% and it falls off in the High School due to the many choices. In order to count as a reimbursable (by state and federal standards) lunches, the lunch must be considered a complete meal with every component required. This year, 2012, through the end of March there was an intake of \$536,070 as compared to \$476,590 in 2010. Total costs were \$517,315 in 2010 to \$532,827 in 2012, having increased 2.5-3.0% each year due to inflation and higher food costs. We continually work at increasing revenue to stem the costs.

Labor costs depends on illnesses and absences. In 2010-2011, we had little absences, in 2011-2012, we saw an increase due to flu illnesses and operations. We currently have 17 FTE employees with a head count of 13-14 for fractional employees.

Asst. Supt. Farrell commented that with the introduction of Chartwell's we saw an immediate increase in the amount of students taking school lunch. Chartwell's continues with a focus point of ways to improve.

Mrs. Seale reported on the new guidelines by the USDA effective July 1, 2012, with additional changes in 2013 and 2014. Ms. Menucci stated that Chartwell's has been preparing for these changes and are about half way there. There will be a variety of nutrient dense vegetables to be offered, i.e., dark greens, orange and red vegetables as legumes provide essential vitamins and minerals. Students will

receive ½ cup at the lower grade levels, and 1 cup at the High School level. We anticipate higher waste levels by students who will be forced to take more components. One half of all grains served will need to be whole grain, and there will be a strict guideline on the amount of carbohydrates served. The bread and rolls will be smaller than they are use to now.

There has always been a minimum number of calories to be served and now there will be a maximum as well. Sodium content will also be monitored and thus some of our more popular soups and processed foods will be discontinued. We are using more fresh herbs to stem the sodium content. No trans fats will be allowed as well as <10% of total calories can be from fat.

The new menu planning will be by age groups: K-5, 6-8, 9-12. The three menus will be specific with different serving sizes for the different age groups.

One Chartwell's becomes certified there will be better reimbursement from the government, but we will be more strictly monitored.

Mayor Holaday asked how Chartwell's will get around monitoring the different age level students in the same building. Mrs. Seale said there is a menu that crosses over grades 4-8, so it should not be a problem.

Asst. Supt. Farrell commented on the calorie count now is determined by the week, and this will change to daily calorie count.

Mrs. Seale anticipates a rise in food costs due to the new guidelines. We will have to look at the meal prices, currently \$2.50 at the elementary level, to possibly rise as well. Asst. Supt. Farrell said that we will capture the total year costs and speak to a possible rise in price at the next school committee meeting.

Mrs. Seale and Ms. Menucci commented on the local farmers that Chartwell's has been doing business with, Syd Wainer, and others that use flash freezing methods to get more fresh local produce.

Mayor Holaday commented on a new business in Newburyport, a British company, that they may wish to check out that is in the food service business.

Asst. Supt. Farrell said that part of contracting with Chartwell's was for the large buying power that they have.

Mrs. Seale stated that we need to embrace the new guidelines and will have to make connections at every level, students, teachers, administrators, and parents. We have 10 minute nutrition lessons for teachers. We will also be sending home information regarding the upcoming changes.

Asst. Supt. Farrell said they have been discussing sending information or FAQ sheets such as "Did you know...." That you can prepay online, that breakfast is served at the High School, etc. etc.

Dan Koen asked about the food handlers. Mrs. Seale stated that all of the employees are certified and continue to renew their certifications. All are allergy awareness trained as well. Each school has a CPR certified person as well and each school have shared information and continue to receive training throughout the year.

Asst. Supt. Farrell stated that on professional development days everyone has training from custodial staff through Steve Bergholm, and the cafeteria staff on working with young children, etc. Mrs. Seale recognizes and awards her staff on a regular basis.

Audrey McCarthy commented that the best promoters are the kids. How can you get them involved to promote the food? It was a delicious array of food that you served us this evening.

Mrs. Seale commented that she has been involved with the students, perhaps more at the Middle School. High School students tend to be very busy. I plan to be included in the Nutrition classes more this upcoming year and have the students prepare some stir fry recipes. I also would like to start a Food Service Committee.

Asst. Supt. Farrell commented that Mrs. Seale sits on the Wellness Committee, in fact the only member to have never missed a meeting. We have lucked out with Mrs. Seale and Ms. Menucci here in Newburyport, they are very dedicated.

Supt. Dr. Kerble thanked Mrs. Seale and Chartwell's as they also donate Red Sox ticket for staff raffles every year.

SUPERINTENDENT'S SELF-EVALUATION UPDATE:

Background Information:

The School Committee has a Superintendent's Evaluation sub-committee that met in November to recommend a direction that the whole School Committee should proceed with the Superintendent's evaluation.

Supt. Kerble stated that in July a new evaluation system was implemented and we are trying to learn the system at this time. Some of the goals have changed. I know more now than we I did in the fall when the sub-committee met. At that time it was determined that there were too many goals, and we discussed my self-evaluation as it is totally different from last year's process. In the document I have handed you is included a rating sheet. Bruce (Menin) and I believe this was a result of past meeting conversations. You must all evaluate me at the next School Committee meeting on June 18. The new rubric is very specific about what has to be done next year. We need to get through the goals for this year so that I may have time to self-evaluate. This will be part of the 5-part cycle next year. We are trying to make sense of the transition and want to see the evaluation of the Superintendent that is made public. Last year it was a 50 minute process read out. We should narrow the focus for the Superintendent.

Mrs. Sweeney stated: So it is up to us as to how to proceed in melding the old and the new evaluation systems. We had a 1-4 rating score last year, what would be the most valuable way to get us to the next step? I am looking to the committee for input and suggestions on how to proceed.

Nick deKanter stated: This is a transition year and a similar evaluation criteria. There is a 4 point scale not unlike last year and we are used to thinking in that way. Dr. Kerble should let us know how he has made out to date, the we should each evaluate.

Dan Koen stated: Personally I would like to do it differently this year. I would like to sit privately with the Superintendent to discuss his accomplishments. You have already done this and I would like to do something along those lines. I need to meet with him to get this done.

Vice-Chair Sweeney stated: Last year, Dr. Kerble gave us the goal and the accomplishments made toward that goal, then we had a section for comments. The new evaluation system says the Superintendent needs a goal as stated in the new evaluation. Shouldn't we move toward the four stated definitions?

Nick deKanter: I have no problem with that. We used numbers and it is easier to compile. 3=proficient and 4= exemplary.

Dr. Kerble stated: Please look at the rubric in Section 3 of the new eval system. I want to point out to the committee where it talks about leadership with curriculum, instruction and assessment evaluation. There is a difference. Under curriculum, I added what "I" wanted to accomplish under this category. When we look at "Proficient" in the rubric everything gets ramped up quite a bit. The Needs Improvement and Proficient categories will be the most used. The new system is a lot tougher.

Nick deKanter: Moving forward we will have better definitions and it will be a challenge to address through our goals for next year. We need to make clear in our comments that we are changing to a new evaluation system and that the grading system had also changed. This needs to be communicated publicly.

Bruce Menin: I am trying to wrap my head around the new system.

Cheryl Sweeney: We are going to need more background information in order to rate. What do we want to use as indicators, etc. to assist the Superintendent with his goals?

Bruce Menin: I am comfortable with moving to the Proficient and Exemplary ratings. We always have used comments. As long as we have flexibility for one more year, we should use it. Also, I would like to sit down with the Superintendent in order to inform my evaluation.

Audrey McCarthy: As I am new at this I need to understand, we will give Dr. Kerble's rating with an explanation?

Dr. Kerble: We could have comments boxes, two- one for the superintendent and one for the committee members' comments.

Mayor Holaday: Are we under obligation to evaluate the Superintendent by July 1?

Steve Cole: If there is a new system in September do we have flexibility now?

Cheryl Sweeney: I do not recall that.

Steve Cole: Do we have the last document that includes model contract language?

Dr. Kerble: We are working on this in June, July & August with the administrators to get this done.

Audrey McCarthy: Again as a newcomer, we will get a self-evaluation from the superintendent, but do we get information from anyone/anywhere else?

Bruce Menin: We have not gone outside the Committee.

Dr. Kerble: I should provide as much back up information as I can for the committee. I have had the principals provide me with a portfolio; I could do the same for the committee. Something that is missing is the rubric and the indicators.

Audrey McCarthy: Will we get any kind of input from the principals?

Cheryl Sweeney: Should we go back to last year's format or should we use the new system adding the paragraphs? Do we comment on our own ratings?

Mayor Holaday & Cheryl Sweeney combined to comment: This discussion is for 2011-2012 to end and close out this year. If we use some of the new language and indicators and standards for the upcoming year we won't be making as big of a leap.

Nick deKanter: We can't be designing a format here.

Bruce Menin: As long as we all agree on what we want to see.

Dan Koen: asked Nick how he compiled all of the data last year?

Nick deKanter: stated that he focused on commonality of words and consistency in comments. It is quite time consuming but not necessarily difficult. I do not want the process to get in the way of the evaluation.

Cheryl Sweeney: What we need to do is reconvene the sub committee and come back with recommendations. Is there anything we want in the next week or two?

Mayor Holaday: What is the amount of information (detail) we will get, for example, each bullet is commented on or just the end of each section?

Cheryl Sweeney: This should be discussed with our indicators as well; sub-section or whole section. We should return on June 18 with a document.

PUBLIC COMMENT:

Ralph Orlando, 4 William Hall Dr.: I am clear to speak when I sit in this chair to the School Committee, and when I speak I hope there is no retort. I am sorry I was late and missed a 30 minute discussion on food service and 20 minutes on the superintendent's evaluation process. I am not here to evaluate but there are three subjects I would like the committee to discuss, 990 hours at the High School, and a contingency plan when the principal stated there was not one; there is also a concern with the science department, and also drug abuse. I did not see any discussion or follow up by the committee here. Has anyone followed up on these topics? I commend parents who have served and I am upset that nobody discusses anything further when these subjects come up.

MSBA UPDATE:

Assistant Superintendent Farrell said that we heard from the MSBA regarding additional information needed for the Nock/Molin project, i.e., transportation policy, class size, etc. etc. We have to get this done by Wednesday. There is no other news regarding the Bresnahan project at this time. The next Building Committee meeting is scheduled for June 20 at 6:30 in the Mayor's Conference Room.

Bruce Menin: Is there something important tomorrow?

Mayor Holaday: Yes, there is a very important vote tomorrow, June 5, for our schools, our seniors and our community.

SUB-COMMITTEE REPORTS:

NEF- Cheryl Sweeney reported that on June 6, there is an evening planned at Nicholson Hall to honor Richie Eaton with the ED Award, as well as the display of the Partnership grants projects. All are welcome.

Joint Ed – Audrey McCarthy said they met today prior to this meeting and heard the MSBA report. She said they also discussed continuing to train staff and consistency throughout the district. The next meeting will be in August.

Superintendent's Goals – no report

Policy - Bruce Menin said they have not met since last report.

Finance – Steve Cole said they have to reschedule due to end of year activities.

Communications – Nick deKanter said they have not met since last report.

EBC – Nick deKanter said they are now officially part of the NEF and they will continue their efforts with Partnership grants with teachers and the Bridge Builder awards to businesses and industry who have brought real world experiences to the schools.

Cheryl Sweeney commented that ex School Committee member and one of the founders of the NEF received the Ed Molin Award at the Chamber's annual meeting. Well deserved.

SUPERINTENDENT'S REPORT:

Dr. Kerble reported on the following:

- I would like to congratulate the seniors and thank the administrators, teachers, custodians, etc. for planning and pulling off yesterday's graduation ceremony. I got to know a lot of the seniors and I can say they will be missed.
- I would also like to announce the new principal for the Molin School is Tara Rossi and I will arrange a time to introduce her to the committee and the public.
- Nock principal search is underway and we have interviews scheduled for this week.
- I attended the Molin School concert, there were great numbers and the quality of the program was wonderful.
- We received a note from Northern Essex: Joshua McDonough was chosen to be a Presidential Scholar award recipient.
- Matt LaChapelle & Wendy Crofts advisors of the NHS Model UN team attended a conference the week of May 15. The team took home the top prize of Best Delegation. They were among 300 students from 27 New England public & private schools participating. The award is particularly significant because our students were given a forum to exhibit many of the skills we try so hard to teach at the High School. The accolades and awards are deserving of praise for our students and our school system.
- Announcement of Retirees: Sue LaBay, Agnes Manning, Deb Webb, Christine Dahlsen, and Steve Smith.
- Foreign Language plan: I spoke with Angela and Deirdre and if we receive more funding we will restore foreign language and FTEs at the High School. Barry presented a plan that looked at explore and flex classes at grade 8, two out of six days would give them 72 hours of instruction. We could have a .5 Spanish and .5 German at grades 7 & 8.
- STEM – it is difficult to get all of the admin and staff together with all of the end of year schedules. We have a meeting next week with stakeholders including Olin College, as well as plans to UMass Lowell. Timing is everything. We cannot do it all and will try to accomplish by year's end.
- Restorative Justice: the three Mikes and Bruce met to discuss looking into a different discipline system for drug/alcohol infractions at the High School.
- 990 Hours at NHS: We have had some ideas and positive conversations with the DESE about what is sustainable and other make sense solutions. We are committed to 990 in September. We will make it happen. Mike and Deirdre continue to work on it.
- I have spoken with a retired superintendent about correspondence with College Board and the AP data that is available to share. I wish to thank all parents, teachers and administrators who have been working on this.
- I wish to thank Deirdre Farrell for all of her work with MSBA, tomorrow is a big day. I also thank the Mayor and Dan Koen for their work on the Building Committee.

Mayor Holaday: I thank DR. Kerble for commenting on all of the previous topics. What are the details on Restorative Justice?

Bruce Menin stated that he and Mike Parent, Mike Testa and Mike Nesson will meet to pilot this in September. It is an alternate approach to first time offenders by keeping them in school as opposed to suspending. It will present a voluntary alternative for kids. We cannot wave MIAA rules, however.

Steve Cole respectfully disagrees with Dr. Kerble. AP scores are not okay, 3.5-1.3 are not good.

Dr. Kerble stated that he never said the scores were good, but I will not speak bad about folks who work hard for us.

Cheryl Sweeney asked what Plan B is on 990? Are we still looking for 7.2 hours to make-up?

Asst. Supt. Deirdre Farrell said that it is 13.2 hours in the last report that we are looking for. We have embraced the 12:17 dismissal on early release days. We are also requesting the freshman, sophomore, and junior projects that culminate in senior year, can this time worked on the projects count towards time on learning as they are required. We have to compile this information and report to DESE by the third week in June.

Cheryl Sweeney asked what if the DESE does not accept the plan.

Dr. Kerble commented that the new evaluation system is the biggest thing in his 36 years in education. We have to do it right. If we take away early release days it will not help us with the time we need to implement. It would be a very last resort. I understand how people feel. We adopted a calendar and we will get assistance from the DESE.:

ASSISTANT SUPERINTENDENT'S REPORT:

Assistant Superintendent Farrell reported on:

- School Choice- we will have a lottery for the 10 seats at grade 9 tomorrow.
- School Health Advisory Council- we had a reflection on the year in review and we came up with 9 recommendations. The council is represented by teachers from PE and wellness, an AJH rep, the lead nurse, etc.
- - Change the name to reflect the new USDA guidelines
 - Education component for the classroom
 - Bullying education
 - Continue to exploit with the Director of Youth Services
 - Committee meetings (2) to target alcohol/tobacco/drug to educate the community
 - Ensure representative membership
 - Appoint a student so that they can attend meetings
 - Participate in the Mayor's Health Fair
- I wish to thank Dr. Susan Abkowitz who will be stepping down as the school physician after 10 years. She has been a source of wealth and knowledge and at the beck and call of nurse leader,

Beverly Heinze-Lacey with any and all her support. She is moving on. I will introduce a new physician once we find a replacement.

Assistant Superintendent Angela Bik reported on:

- Time is short to get things done; aligning the Common Core, looking at data, building assessments. We are trying to squeeze to get it all in. Summer curriculum requests are at an all-time high.
- You cannot miss the Celebrations of Learning in all of our schools.
- There is lots of transition work going on to make things seamless from year to year.
- Place Based Education teachers have been interviewed, and the training of the Community Collaborators is being planned.
- We are working with other districts to send teams to participate in trainings and workshops so that we can collaborate among each other in sharing information.
- The Data Teams are sending proposals for work forward.
- We are working at building the tech integrators to cover the loss of the tech integrators at the Molin/Middle and High schools this year. We are trying to learn all of their duties and responsibilities in this transition process.
- I am also on the team for the new Nock Principal position.

Steve Cole wanted to comment on the grade 7 students who assisted in placing 1300 flags at the cemetery, as well as the NHS band at the Memorial Day ceremony.

At this time Dr. Kerble stated that there would be an Executive Session for purposes of contract negotiations.

Motion

On a motion by Nick deKanter and seconded by Bruce Menin it was

VOTED: To go into Executive Session for the purposes of Contract Negotiations and will not be returning to public session.

Roll Call:

Mr. Menin: Yes

Mr. Cole: Yes

Mrs. Sweeney: Yes

Mayor Holaday: Yes

Mr. deKanter: Yes

Mrs. McCarthy: Yes

Mr. Koen: Yes

Motion Passed

Meeting Adjourned at 9:10 PM