

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE MEETING
Monday, July 23, 2012**

**Newburyport High School
Meeting Convened at 7:05 PM**

**Room 118
Vice-Chairman Cheryl Sweeney Presided**

Present: Bruce Menin, Steve Cole, Cheryl Sweeney, Mayor Donna Holaday (arrived at 7:20), Nick deKanter, Dan Koen
Absent: Audrey McCarthy

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:

Vice-Chairman Cheryl Sweeney called the meeting to order at 7:05 PM. Ms. Sweeney called for a roll call, which found five members present. Audrey McCarthy was absent, and Mayor Donna Holaday arrived at 7:20 PM. All those present stood for the Pledge of Allegiance.

READING OF MISSION STATEMENT:

Ms. Sweeney read the Newburyport School Committee Mission Statement.

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
\$14,522.78

Motion Passed

Ms. McCarthy and Mayor Holaday absent for vote

On a motion by Dan Koen and seconded by Bruce Menin it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$382,768.72

Motion Passed

Ms. McCarthy and Mayor Holaday absent for vote

On a motion by Dan Koen and seconded by Bruce Menin it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$466,731.92

Motion Passed

Ms. McCarthy and Mayor Holaday absent for vote

Minutes

On a motion by Bruce Menin and seconded by Dan Koen it was

VOTED: To approve, receive and file the Regular School Committee Meeting minutes of Monday, June 18, 2012.

Motion Passed

Ms. McCarthy and Mayor Holaday absent for vote

SCHOOL COMMITTEE CALENDAR:

On a motion by Bruce Menin and Seconded by Dan Koen it was

VOTED: To accept the School Committee Meeting Calendar for 2012-2013.

Discussion:

Bruce Menin recommended eliminating the August 6th meeting date and adding a July 30th meeting date.

Cheryl Sweeney inquired as to whether they should have a public conversation segment to the July 30th meeting.

Steve Cole suggested starting at 7:00 PM.

Dan Koen said it did not matter either way.

Nick deKanter said he was in favor of having an open conversation session.

Cheryl Sweeney said that the July 30th meeting will start at 6:30 PM with open conversation and the regular meeting will start at 7:00 PM.

Nick deKanter said that correction should be made to the calendar stating one session as a Business Meeting and the next as a Working Meeting as discussed at the retreat.

Cheryl Sweeney said she felt a full day retreat is too long – the midyear retreat should be a half day. She asked for comments from the Committee.

Nick deKanter – Yes Dan Koen – Yes Bruce Menin – Yes Steve Cole – Yes

Cheryl Sweeney suggested tabling this calendar until the Finance Committee report on the Business/Working meetings.

The motion was tabled.

Mayor Holaday arrived.

SUPERINTENDENT SELF-EVALUATION:

Cheryl Sweeney inquired how Dr. Kerble would like feedback from the Committee – it was decided as he proceeded.

Superintendent Marc Kerble thanked Cathy Manning for the enormous amount of help she has put forth. He stated this is an entirely new process. At the retreat a lot of topics were discussed.

The binder he distributed contains order of noted, agenda of meetings, opening day, place based education, strategy and action, special education referrals.

Steve Cole inquired as to Central Office Meetings – were there any minutes. Dr. Kerble said no.

Dr. Kerble distributed his 19 page Self-Evaluation.

Standard 1 – Instructional Leadership – The Superintendent promotes the leadership and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.

1.a Curriculum: The superintendent ensures that all personnel design effective and rigorous standards-based units of instruction consisting of well-structured lessons with measureable outcomes in the areas of student targets and curriculum. He assessed himself as **Proficient**

Discussion:

Bruce Menin asked for an explanation of curriculum issues. Dr. Kerble explained.

Bruce Menin asked for a breakdown of focus regarding Science Curriculum at the High School. Dr. Kerble explained.

Bruce Menin asked Dr. Kerble to share his thoughts re. ELA/Math curriculum. Dr. Kerble explained.

Cheryl Sweeney asked for strategy for when curriculum maps will be done. Dr. Kerble said most, not all will be done before we start school or before October 1.

1.b Instruction. The Superintendent ensures that instructional practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs interests, and levels of readiness, in the areas of curriculum alignment, pedagogy and follow-up. He rated himself as **Proficient**

1.c Assessment: The Superintendent ensures that all principals and administrators facilitate practices that propel teachers/personnel to use a variety of formal and informal methods and assessments to measure student learning. He rated himself as **Proficient**

Discussion:

Cheryl Sweeney – is Lexia for all students. Dr. Kerble said it is for certain students.

Steve Cole said we need to support or facilitate administrative team teaching discussions after each round of assessments – does this need to be closely monitored. Dr. Kerble said yes.

1.d Evaluation: The superintendent will provide effective and timely supervision and evaluation in alignment with state regulations and contract provisions, through supervision, observations, ratings and ensuring the quality of feedback for improvement. He rated himself as **Needs Improvement**

Discussion:

Mayor Holaday asked what percentage of teachers are using skillful teacher techniques. Dr. Kerble said every teacher is required to take skillful teacher techniques.

Nick deKanter asked if there is a metric in place to chart if teachers are using these techniques. Dr. Kerble explained.

Nick deKanter asked how we know if we are making this shift.

Discussion ensued re: qualitative or quantitative.

Cheryl Sweeney inquired why weekly meetings are being held after school, and will these always be after school. Dr. Kerble said yes and explained why.

1.e Data-informed decision-making: The superintendent will use multiple sources of evidence related to student learning, including state, district and school assessment results and growth data, to inform school and district goals and improve organizational performance, educator effectiveness and student learning, including strategic planning and monitoring. He rated himself as **Proficient.**

Discussion:

Cheryl Sweeney asked why just the Molin/Middle schools only? Dr. Kerble explained that he sees trends and sets benchmarks and meets with staff.

Bruce Menin inquired re: Molin/Middle – does this have to do with AYP. Dr. Kerble explained.

Bruce Menin commented on School Improvement Plans.

Standard 2: Management and Operations: The Superintendent promotes the learning and growth of all students and the success of all staff, ensuring a safe, efficient, learning environment using resources to implement appropriate curriculum, staffing and scheduling.

2.a Environment: The Superintendent will develop and execute effective plans, procedures and operational systems to address a full range of safety, health, motivational and social needs of students, with attention to student discipline and safety of physical plant and facilities. He rated himself as **Proficient.**

Discussion:

Nick deKanter inquired why we need to have safety meetings more often. Dr. Kerble explained these are held so we will be better prepared.

Mayor Holaday inquired, why, under accomplishments Dr. Kerble had not listed the passing of the two new schools by 70% of the voters. She also cited the civil rights audit.

Dan Koen suggested meeting with Steve Bergholm more than twice a year. He explained that this would be more prudent re: cost savings, physical plant issues, etc.

Steve Cole said he would like to see what the plan is to bring this all together. Dr. Kerble said each school has an effective monitoring system, but that he will add this as a “need to do”.

2.b Human resources and management and development: The Superintendent will implement a cohesive approach to recruitment, hiring, induction, development and career growth that promotes high quality and effective practice through hiring and recruitment strategies and practices, development and systemic planning, team culture, and shared leadership. He rated himself as **Proficient**.

Discussion:

Dan Koen inquired regarding exit interviews/employee retention.

Steve Cole stated that exit interviews are important. Dr. Kerble explained that he has conducted several exit interviews.

2.c Scheduling and Managing Information Systems: The Superintendent will use systems to ensure optimal use of time for teaching, learning and collaboration, with attention to planning and efficiency and scheduling of team time. He rated himself as **Needs Improvement**.

Discussion:

Mayor Holaday inquired where 990 would fit in.

2.d Law Ethics and Policies: The Superintendent understands and complies with state and federal laws and mandates, collective bargaining agreements, and ethical guidelines, with special attention to compliance and bureaucracy management. He rated himself as **Proficient**.

2.e Fiscal Systems: The Superintendent will develop a budget that supports the districts vision, mission and goals, allocates and manages expenditures consistent with district/school level goals and available resources, with particular attention to fiscal systems. He rated himself as **Needs Improvement**.

Discussion:

Bruce Menin said we need to identify areas that we might have some savings.

Standard 3: Family and Community Engagement: The Superintendent promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the schools and district.

3.a Engagement: The Superintendent actively ensures that all families are welcome members of the classroom and school community, and can contribute to the classroom and the community’s effectiveness, with special attention to family engagement. He rated himself as **Proficient**.

3.b Sharing Responsibility: The Superintendent continuously collaborates with families to support learning and development both at home and school, with attention to student support and outreach. He rated himself as **Proficient**.

3.c Communications: The Superintendent will engage in regular, two-way, culturally competent and proficient communication with families about student learning and performance, with attention to frequency, teacher communication and cultural sensitivity. He rated himself as **Needs Improvement**.

Discussion:

Steve Cole said communication isn’t as good as it could be. Dr. Kerble explained that sometimes it could be better.

3.d Family Concerns: The Superintendent addresses family concerns in an equitable, effective manner, with particular attention to his responses to families. He rated himself as **Proficient**.

Standard 4: Professional Culture: The Superintendent promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations and continuous learning for staff.

4.a Commitment to High Standards: The Superintendent fosters a shared commitment to high standards of teaching with high expectations for achievement for all including meetings, teams and staff support. He rated himself as **Needs Improvement**.

Discussion:

Cheryl Sweeney inquired if this would be the place to include Mass Tell Survey results?

Steve Cole commented on the Superintendent's response to Science.

4.b Cultural Proficiency and Competence: The Superintendent ensures that all policies and practices enable staff members and students to interact effectively in a culturally diverse environment in which students' backgrounds, identities, strengths and challenges are respected through attention to differing perspectives. He rated himself as **Proficient**.

Discussion:

Mayor Holaday said the play "Rent" and the process around it should be included.

Bruce Menin commented on working with Newburyport Youth Services and the Arts Honors Society.

4.c Communications: The Superintendent demonstrates strong interpersonal, written communication skills, is able to clearly communicate District-wide and school-wide goals, ensure constructive publicity and school pride; he has a pre-planned communications plan in the event of a crisis. He rated himself as **Proficient**.

4.d Continuous Learning: The Superintendent develops and nurtures a culture where staff members are reflective about their practice and use student data, current research, best practices and theory to continuously adapt instruction and achieve improved results. He models these behaviors in his own practice, including reflective practice. He promotes staff development and staff empowerment. He rated himself as **Proficient**.

Discussion:

Cheryl Sweeney asked why the Strategic Plan was not mentioned.

Steve Cole asked when the District Goals will be reported to them.

4.e Shared Vision: The Superintendent successfully and continuously engages all stakeholders in the creation of a shared educational vision in which every student is prepared to succeed in post secondary education and become responsible citizens and community contributors, by creating a shared vision among stakeholders, relationship building and a combination of professional transparency and involving the community. He rated himself as **Proficient**.

4.f Managing conflict: The Superintendent employs strategies for responding to disagreement and dissent, constructively resolves conflict, and builds consensus throughout the district/school community by managing conflict. He rated himself as **Needs Improvement**.

Mayor Holaday thanked Dr. Kerble for all his effort and thought, and inquired where do they go from here?

Cheryl Sweeney said they will give our response back to the Superintendent by next Monday evening, July 30. She asked Nick deKanter to explain the process.

Nick deKanter explained that they will work off the Superintendent's electronic copy, go through it, delete the Superintendents ratings, and enter their own rating. Put comments in the comment section. Do not submit

them to Nick deKanter as yet. These are to be used at the Open Meeting, Monday evening, July 30th. Do not discuss these among each other. After next Monday's meeting, send them to Nick deKanter so that he can make a composite.

Cheryl Sweeney reminded everyone that there will be Public Conversation at 6:30 on the 30th.

ADJOURNMENT:

Motion

On a motion by Bruce Menin and seconded by Steve Cole it was

VOTED: To adjourn the meeting at 9:50 PM.

Motion Passed

Audrey McCarthy absent for vote