

**NEWBURYPORT SCHOOL COMMITTEE  
SCHOOL COMMITTEE MEETING  
Monday, November 5, 2012**

**Newburyport High School  
Meeting Convened at 7:07 PM**

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

**Present: Bruce Menin, Steve Cole, Cheryl Sweeney, Mayor Donna Holaday (arrived late at 8:01 PM),  
Nick deKanter, Audrey McCarthy, Dan Koen**

**CALL TO ORDER/ROLL CALL:**

Vice-Chairman Cheryl Sweeney called the meeting to order at 7:07 PM. Ms. Sweeney called for a roll call, which found Mayor Donna Holaday absent (she arrived at 8:01 PM).

**MOMENT OF SILENCE:**

Ms. Sweeney called for a moment of silence for the victims of Hurricane Sandy.

**PLEDGE OF ALLEGIANCE/READING OF MISSION STATEMENT:**

All those present stood for the Pledge of Allegiance. 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  
**\$46,599.43**

**Motion Passed**

**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:  
**\$386,332.31**

**Motion Passed**

**Mayor Holaday absent for vote**

**Minutes**

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

**VOTED:** To approve, receive and file the School Committee Meeting minutes of Monday, October 15, 2012 as amended.

**Motion Passed**

**Mayor Holaday absent for vote**

**STUDENT ADVISORY COUNCIL REPORT:**

NHS Student Advisory Council member Julia Bradley reported on the following:

- Homecoming – 17<sup>th</sup> – tickets on sale
- Mock Election – 30<sup>th</sup> – 500 students voted – Obama won with 361 votes – there was one write in.
- Veteran’s Day - 9<sup>th</sup>
- No School – 12<sup>th</sup>

**Discussion:**

**Steve Cole** inquired why there so few tickets sold to the Homecoming last year, and why they think it will be different this year. Ms. Bradley said they have allowed more time this year to sell tickets, and hope to be more successful.

**BUDGET UPDATE:**

Superintendent Dr. Marc Kerble explained the current deficit and actions:

The district budget, as of October 22, has a projected deficit of \$548,343. This includes a salary projected deficit of \$214,343, projected special education tuition deficit of \$290,000 and loss of revenue of \$44,000.

The potential additional revenue from Chapter 70 of \$94,000 (additional per pupil allocation from state budget) and from Circuit Breaker on additional tuitions of \$105,400 equals \$199,400.

**Actions in Place:**

- All liabilities, including utilities, have been encumbered.
- Special Education encumbrances have been reviewed.
- All line items in the budget have been reviewed and encumbrances made as stated in #1.
- Circuit Breaker Revolving Account and School Accounts have been reviewed.
- The Assistant Superintendent for Administration, Finance, and Operations is meeting with principals to review FY13 school budgets, examine G2 sheets, and prioritize expenditures.
- Substitutes, in almost all cases, will not be used to cover teachers who are out for professional days. Minimize the use of substitutes for teachers out of their classrooms for meetings. Assistant Superintendent for Curriculum is working with principals regarding professional development plans for teachers.
- Director of Facilities has examined inventory to minimize purchases.
- Superintendent and the Assistant Superintendent will monitor the tuitions collections.
- The Superintendent will monitor new Special Education liabilities and local budget expenditures at weekly Central Office meetings.
- The Finance Subcommittee will meet every other week or third week with the Superintendent and the Assistant Superintendent to monitor the deficit.

Steve Cole stated the Finance Sub-committee met along with Mayor Holaday. They went over the deficit funding sheet, Chapter 70, Circuit Breaker, reimbursements, etc. He explained the need for future expenditures, loss of revenue, school choice revenue, and Title 1 grant reduction. Assistant Superintendent Farrell explained the games revenue has been greatly reduced by the early curfew which has been in effect, and cafeteria revenue.

**Discussion:**

**Nick deKanter** asked for creativity of professional development. Dr. Kerble explained.

**Nick deKanter** asked if we are going to be able to maintain our Professional Development. Dr. Kerble said yes.

**Cheryl Sweeney** asked if there is a projected cost savings for this line item. Ms. Farrell said, not as yet – they are looking at this.

**Bruce Menin** said we are projecting to cover the deficit this year.

**Dan Koen** stated there is a \$400,000 Choice Fund balance remaining. Ms. Farrell explained the use of this fund.

**Dan Koen** asked, if we compare this deficit to the last three years, was this normal? Ms. Farrell said this was the largest she has seen at this point - things are different this year.

**Bruce Menin** said one of the areas that are different this year is that out of district placements moved in after the budget was developed. This can be expensive.

**Steve Cole** inquired if LEA would be responsible for this. Ms. Farrell said it is possible, but depends on the date of move in.

**Cheryl Sweeney** asked what our next steps are. Dr. Kerble said they will be looking at the following:

- Track expenditures
- Monitor budget
- Look at potential hiring
- Special Education
- Try to contain costs
- Out of district placements – work with families to bring students back to the district
- Monitor projections right to the end of the year

**Dan Koen** inquired regarding professional hiring, ABA placement

**Dr. Kerble** explained that one of the things we have done is keep kids in district – we are the envy of other districts – we work with families. We should be proud of our program, but we have additional costs this year.

**Cheryl Sweeney** stated the sub-committee will meet every other week to monitor this.

**Steve Cole** inquired regarding if there were damages incurred by the hurricane. Ms. Farrell said we were very lucky as there was minimal damage. Some shingles blew off the High School roof. Altogether there was about \$1,000 worth of damage – not a bad loss for such a violent storm. We did, however, incur some overtime costs to monitor buildings during the storm.

#### **MSBA UPDATE:**

Assistant Superintendent Farrell explained that there have been 4 submittals for the Nock/Molin project. They toured the building. One firm has since dropped out. Price proposals will be reviewed. The sub-committee will rank these.

Regarding the Bresnahan project – the planning board will meet on Wednesday – re the new model school program - two proposals water/sewer, traffic – will submit Wednesday evening to the building committee

#### **Discussion:**

**Dan Koen** – CM at risk – are prices included. Ms. Farrell explained.

**Dan Koen** inquired if they are aware re solar panels. Ms. Farrell explained.

**Cheryl Sweeney** inquired as to what are we doing – how are teachers/administrators involved in this. Ms. Farrell explained that she has gone to all faculty meetings explained things as they happen. Principals are getting facts together re students – where they will be moving – have had conversations with architects re colors, etc.

**Cheryl Sweeney** asked if there is any level of angst. Ms. Farrell explained. This is a phased occupied construction project.

**Dan Koen** asked did you get face time to everyone from your teams. Ms. Farrell explained. There will be upcoming joint meetings.

#### **SUPERINTENDENT'S REPORT:**

Dr. Kerble reported on the following

- Newburyport University – Dr. Kerble explained professional development. He asked Angela Bik to explain, and thanked all who worked on this. Assistant Superintendent Bik explained that this was happening tomorrow – this has taken a team to develop – there will be 40 different workshop sessions with 18 facilitators from in-house staff presenting. Everyone has worked very hard on this. Dr. Chen and Dr. Craig will be continuing their work with what they have brought to the district. There will also be someone from Teachers21.

**Discussion:**

**Cheryl Sweeney** inquired if most people got their first choice. Ms. Bik said yes. Ms. Bik explained re on-line registration. They learned a lot – the majority of people got their first choice.

**Cheryl Sweeney** asked what is the goal of the day. Ms. Bik explained.

**Steve Cole** inquired regarding PDP level. Ms. Bik explained that all are at PDP level at no cost.

**Mayor Holaday** inquired regarding Common Core – if there could be a presentation to the School Committee. Ms. Bik said yes, of course.

- Leadership at Central Office
  - Dr. Kerble spoke about how he met Assistant Superintendent Farrell. This is Ms. Farrell’s tenth year here. She will be leaving in December – he spoke of Ms. Farrell’s accomplishments. We now have to plan for this vacancy – looking for an interim placement – he will start this process tomorrow.
  - We are looking also for a Special Education Director position – let’s take a look at the district as a whole – as we move forward we need a process – we need feedback from all administrators, etc. We will collect information and present this to the Committee. He thanked the 19 people who gave up Saturday morning – they looked at approximately 20 applications. He commended all the people who applied – they will look at each to see if they are a good match. We must be realistic. We will wait until springtime – have someone start in July. He has talked to Cindy Joyce to see if she will stay on – she is willing to discuss this.

**Discussion:**

**Bruce Menin** said he is encouraged about putting all this on the table. He inquired if there was anyone in the district who could help us with this.

**Mayor Holaday** inquired regarding Finance, School Building projects – is there an opportunity for us to do some restructuring – get feedback to help us with this.

**Bruce Menin** asked as to what the Superintendent needs from the Committee – Dr. Kerble said nothing as yet.

**SPECIAL EDUCATION UPDATE:**

Dr. Kerble stated he has enjoyed working with Cindy Joyce and previous administrators. He explained his handout “Equal Access to a Common and Differentiated Learning Environment”. He stated he thinks these are great recommendations.

**Discussion:**

**Bruce Menin** asked for an explanation regarding protocol for out-of-district placement requests. Dr. Kerble explained. He stated we have a great staff.

**Dan Koen** said he understands that we have sent some of our staff to these out-of-district placement places – is that so? Dr. Kerble said yes. We have a policy in our district of inclusion. We want to integrate our students, and we do a great job. Our job is to make sure we do the best we can for all students.

**Dan Koen** said descriptions of our programs are key.

**Bruce Menin** commented on working with PAC parents – what are their roles? Dr. Kerble explained.

**PUBLIC COMMENT:**

**Rosanne Nersessian, 466 Merrimac St.**      **CONCERN:**    She addressed Special Needs questions – new director, programs, reduction of budget and risk management.

**Brenda Reffet**      **CONCERN:**    Newburyport University – costs, grant money. She commented on the evaluation process, the Assistant Superintendent leaving, comments in the newspaper. She was disappointed in the comments and how this was presented. She feels the Committee needs to rebuild the trust they have lost with this situation. Regarding initiatives – she encouraged the Committee to reach out to the community who do not have children in the system.

**Dominique Deare, Warren St.**      **CONCERN:**    There is much promise here – the community needs to be informed and feel involved. She spoke about the retreat.

**Dr. Ralph Orlando, 4 Wm. Hall DR.**      **CONCERN:**    He spoke about the budget deficit, substitute teachers, budget – now is the time to start formulating this, and the fact that the community need to be involved.

**SUB-COMMITTEE REPORTS:**

Nick deKanter and Ms. Farrell explained unexpended expense funds.

**Policy** – Bruce Menin read the new Mission Statement for the 2<sup>nd</sup> reading.

**Motion:**

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

**VOTED:**            To accept the Mission Statement as written for the second reading.

Draft Mission Statement

Newburyport School Committee

Newburyport Public Schools prepare students to live successfully and meaningfully in the community and the world. The Newburyport Public Schools teach our students to collaborate, to creatively and critically think, and to effectively communicate.

Our schools provide safe and inclusive settings for all students: are academically rigorous with high standards for comprehensive curricula, and high expectations for student and staff behavior, growth and performance. We promote the social and emotional competence of all students, as well as their health and wellness. We engage the entire community in the education process.

**Roll Call Vote:**

**Bruce Menin – Yes**

**Steve Cole – Yes**

**Cheryl Sweeney – Yes**

**Mayor Holaday – Yes**

**Nick deKanter – Yes**

**Audrey McCarthy – Yes**

**Dan Koen – Yes**

**Motion Passed for second reading**

**Communications** - Nick deKanter invited the public to come to the next School Committee discussion – we will be discussing partnerships we are developing in higher education. The discussion will be at 6:30 – please join us.

**Joint Education** – Audrey McCarthy said they met today. They discussed the budget deficit, MSBA, gate passes, foreign language, food service, etc.

**Superintendent's Goals** – Mayor Holaday said they have not met recently. There will be a meeting Thursday at 9 AM re the Superintendent evaluation.

**NEF** – Cheryl Sweeney said there will be an Auction Saturday evening – fantastic things will be auctioned off – raffle tickets are on sale – this will be held at the Masonic Hall.

Steve Cole commented on the term risk management that he used previously – he explained why he used this term.

Bruce Menin encouraged the Committee to reschedule the retreat.

Cheryl Sweeney settled with the Committee on a date for the retreat – Tuesday, 6-9 PM – November 13<sup>th</sup>.

**ADJOURNMENT:**

On a motion by Audrey McCarthy and seconded by Steve Cole it was

**VOTED:** To adjourn the meeting at 9:07 PM.

**Motion Passed Unanimously**