

**NEWBURYPORT SCHOOL COMMITTEE
REGULAR MEETING
Monday, November 18, 2013**

**Newburyport High School
Meeting Convened at 7:03 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 7:03 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 District Mission Statement.

At this point Vice-Chairman Cheryl Sweeney assumed 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
\$14,398.75

Motion Passed Unanimously

On a motion by Dan Koen and seconded by Audrey McCarthy it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$226,808.86

Motion Passed

Mayor Holaday voted present

Minutes

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

VOTED: To approve, receive and file the School Committee Meeting of Monday, October 7, 2013.

Motion Passed Unanimously

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

VOTED: To approve, receive and file the School Committee Meeting of Monday, October 21, 2013.

Motion Passed Unanimously

EDUCATORS OF THE YEAR:

At this point Superintendent Susan Viccaro introduced Sarah Leadbeater and Spencer Wolf, NHS teachers, who have recently been recognized as Educators of the Year. Superintendent Viccaro commented that it was indeed unusual to have two educators recognized for their talents in the same year. A standing ovation was offered to these two talented teachers.

PUBLIC COMMENT:

There was no public comment at this time

NHS STUDENT REPRESENTATIVE: JULIA BRADLEY:

NHS Student Representative Julia Bradley reported on the following:

- Girls Soccer Team won the State Title
- Junior Nick Casleo won the All-State championship for Cross-Country – he was the first student from NHS to win this title individually.
- Eleven students are planning a service trip to Guatemala at the end of next week to work with impoverished children
- BASSFEST this Friday
- Color Day is one week from Wednesday
- The Annual Dessert Auction will be held on the 26th
- Badminton Tournament starts tomorrow

USE OF FACILITIES SUNDAY REQUEST: ELEMENTARY PTO SPRING FEVER 5K:

Vice-Chairman Cheryl Sweeney explained that the Elementary PTO is requesting the use of the Bresnahan School on Sunday on Sunday, May 4, 2013, for the purpose of the Spring Fever 5K race. The PTO would like to use the building for preparation beginning at 8:00 AM. All festivities should be ended at approximately 4:00 PM.

Motion:

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

VOTED: To approve the Elementary PTO request for the use of the Bresnahan School on Sunday, May 4, 2013, for the purpose of the Spring Fever 5K race, for the preparation beginning at 8:00 AM. All festivities should be ended at approximately 4:00 PM.

Discussion:

Dan Koen inquired if this was the same as usual. Yes.

Nick deKanter commented that he was pleased to see such a complete package request put together for the Committee.

Motion Passed Unanimously

LYDIA M. COLLINS MEMORIAL AMPHITHEATER DISCUSSION:

Mayor Holaday explained that this amphitheater was created in memory of Lydia M. Collins a long-time Brown School teacher. With the creation of the new Bresnahan School, which will encompass the Brown School, it has been requested that this memorial be moved to a site at the new Bresnahan School. This memorial was designed as an outdoor classroom. The mayor explained that she walked the Bresnahan site last week and there are a couple of options to relocate this memorial. A vote tonight is required to approve and authorize its move to the Bresnahan site.

Discussion:

Bruce Menin said he supports this, but he commented that when this was created people bought bricks at the site. He would like the bricks to stay at the Brown School site.

Mayor Holaday commented that the time capsule underneath the memorial, that was supposed to be opened in 2002, will be opened.

Audrey McCarthy asked if there was a way we could reach out to people concerning the bricks that were purchased.

Nick deKanter said he was Secretary of the Brown PTO at the time this memorial was created. The records were shoddy to begin with, so he doubted if there were records available.

Bruce Menin commented that an article could be put in the newspapers.

Discussion ensued as to the best way to inform people regarding the bricks, either to keep each brick at the present Brown School site, or move them to the Bresnahan site.

Motion:

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

VOTED: To support the move of the Lydia M. Collins Memorial Amphitheater to a site at the new Bresnahan School.

Discussion:

Dan Koen inquired if funds from the School Budget would be used for this. Mayor Holaday said not at this time. Superintendent Viccaro said some engineering will be involved in moving this memorial, as it is rather large.

UPDATE ON F14 BUDGET:

Nancy Lysik, Executive Assistant to the Superintendent for Finance & Human Resources was introduced. Ms. Lysik updated the Committee on the FY14 budget; Special Education Tuition, Contracted Services, Special Education Transportation, Transportation (additional bus) Buildings & Grounds, Food Services, Revenue Deficit, Carry Over FY13 Revenue, etc. She was unable to project Circuit Breaker FY14, or Choice FY14 at this time. The remaining projected deficit is \$707,207.39.

Discussion:

Cheryl Sweeney inquired if this was this years' budget we are talking about. Yes. She questioned the first 3 items on the report.

Dan Koen asked if there was any possibility of any of the out-of-district students coming back before the end of the school year. Uncertain at this time.

Superintendent Viccaro commented that she met today with food services concerning their budget. They reported that buyership is on the rise.

Cheryl Sweeney asked if we had a signed contract with food services. Not as yet.

Bruce Menin asked if they could get a walk-through as to what has happened. Ms. Lysik said last year we had a freeze, so this year most personnel requisitioned items during the summer. The deficit is higher this year.

Bruce Menin commented IA's were hired based on IEP's.

Superintendent Viccaro suggested a development of checkpoints on the budget in the future – so that the budget is not drained all at once. She also recommended that money should also be put in the budget to cover leave of absence situations.

Audrey McCarthy inquired regarding Chartwells. Superintendent Viccaro said they are looking at hours and people who are working. They are looking at ways to increase the number of buyers. Chartwells continues to be cooperative. It may be necessary to increase the price of lunches in the future.

Audrey McCarthy asked if Chartwells anticipated an increase in participation in the winter months.

Nick deKanter commented that 3/4th of this deficit is state mandated. He suggested bringing in our legislatures to a School Committee meeting. Ms. Lysik said at present 31% of the budget is being spent on Special Education.

Cheryl Sweeney asked how confident Ms. Lysik was that potential additional funds will come in. Ms. Lysik said pretty confident.

Nick deKanter said they need to lobby on this.

Bruce Menin said he wanted to make it clear that the Committee is not blaming Special Education for this.

Superintendent Viccaro said that Newburyport has been heading in this direction for a couple of years. We are up against the wall this year.

Dan Koen inquired regarding the Special Ed Program within the district – can we meet the needs with our programs.

Mayor Holaday suggested we wait until we get Circuit Breaker funds information. This will happen within six weeks. We should then look at city reserves, etc. – we will have a better sense of where we are then.

Cheryl Sweeney suggested asking the Finance Subcommittee to develop a plan. Superintendent Viccaro said she has addressed this; they are looking at a number of things.

Cheryl Sweeney inquired as to what has happened to our Contingency Fund. Ms. Lysik said this has gone to Special Education.

Steve Cole spoke regarding the above. He added the following:

- Mass. Constitution speaks regarding frugality
- We must do better on projecting costs
- Meal counts
- We must reach out to area communities that have food services that are doing well

Bruce Menin said we really need to set benchmarks and communicate publicly.

Superintendent Viccaro said we have a calendar for decision points.

Bruce Menin suggested having another session of Public Comment after the Special Ed presentation.

Cheryl Sweeney inquired as to when the Finance Subcommittee will meet again. Steve Cole said in December.

UPDATE ON FY14 BUDGET:

Dr. Barbara Dee, Director of Pupil Services presented updates on the Special Education program to the Committee. Her report included the following:

- What is Special Education
- There are 29 Out-of-District students
- Eligibility Criteria
- Specially Designed Instruction
- Program Development to keep students in-district
 - ✓ 3 students=a program
 - ✓ Landmark \$187,605.38 = 3.75 Special educators
 - ✓ Learning Skills Academy \$157,546.96 = 3.15 Special educators
 - ✓ North Shore Consortium \$243,064.75 = 4.86 Special educators
 - ✓ Classroom space is a concern
- In-District Program Development 2013-2014
- New Projects
 - Language-Based Learning Disabilities Continuum of Services-Service Delivery Pattern Guide DRAFT (Frameworks Committee)
 - Collaborating with Emily Russin regarding literacy interventions, resources and service delivery at elementary level
 - ESY programming collaboration with NYS
 - Train trainers
 - Social Thinking
 - Connections at NECC, NSCC and Pentucket for Post Grad opportunities
- Update Since September Report

Best Program district-wide review – still going on
Special Education Eligibility Intake Form – in use
Draft eligibility criteria all disabilities in process
Live IEP meetings – acquiring technology
Section 504 – Mary Ellen Sowyrda training with building coordinators; new eligibility forms provided
Guidelines and Process for Additional Adult Support – in use

- Update
Process and Procedures Manual – in process
IA Handbook – in use
New forms and process ESY – in use
TFL changed to Team Coordinator – in use
Job Description – pending
- Due Process
3 settlements
1 possible hearing
45 Day Evaluation Placements 2
- Professional Development
November 5, instructional Assistants Allan Blume & Jane Harding/NE ARC
Landmark Consultation 10 hours/school
Conferences:
 - HWT
 - V&V
 - LIPPS
 - RAVE-O
 - Social Thinking

Discussion:

Cheryl Sweeney asked if we were fulfilling all of our IEP's. Yes

Bruce Menin asked what our cost shares with other districts were. 50/50

Steve Cole inquired regarding SPED in general – how does the District stand – how realistic was that. Very confident.

Dan Koehn asked if Dr. Dee has considered the new facilities that will be acquired at Bresnahan/Molin – does she see any gains there. Dr. Dee commented regarding this.

Cheryl Sweeney asked regarding outside placements – do they get a team meeting every year, who participates. Dr. Dee said yes they do and explained further.

Cheryl Sweeney thanked Dr. Dee on behalf of the Committee for doing a wonderful job.

SUPERINTENDENT'S REPORT:

Superintendent Viccaro updated the Committee on the following topics:

- She submitted a draft of the 2014/2015 to the Committee to look at and asked them to forward her feedback.

Discussion:

Cheryl Sweeney asked how much time do we have. December/January

Cheryl Sweeney asked Assistant Superintendent Bik to provide the Committee with information concerning early release days.

Bruce Menin asked if this has gone out. This will go out, but as a DRAFT.

- At the next School Committee meeting the will be provided with a full update on the Building Project. There are some policies they will have to approve.

- She distributed a Boston Globe article regarding area community's budgets.
- She asked Committee members to review the various sub-committees that are up and running and prepare a review for her. She asked them to review the School Committee policy on sub-committees.
- She commented on the wonderful breakfast that was prepared by Newburyport educators for Danvers teachers. It was a collective community effort.

PUBLIC COMMENT:

Roseanne Nesserin, 466 Merrimac Street

CONCERN: She commented that the School Calendar was a nightmare for her. Students deserve continuity of learning. She thanked Mr. Menin for his comments. Special Education students deserve the same education as everyone else.

Dr. Ralph Orlando, 4 Wm. Hall DR.

CONCERN: He stated we have some problems. He still does not know what the deficit is. There is no plan for the deficit. How do we prevent this from happening again?

COMMUNICATIONS SUB-COMMITTEE:

Nick deKanter reported that the sub-committee has discussed the Public Conversation portion of the School Committee meetings. They suggest that three of four times a year we have a Public Forum meeting to discuss a subject in depth, and that the School Committee has office hours attended by the public to discuss what is on their minds.

Motion:

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

VOTED: To approve three (3) Public Forum sessions.

Discussion:

Cheryl Sweeney questioned a Foreign Language Forum.

Steve Cole raised the question of calling this a Public Hearing instead of Public Forum.

At this point discussion ensued regarding this issue.

Mayor Holaday suggested tabling this motion.

Mayor Holaday withdrew her motion.

Dan Koen withdrew his second to this motion.

The motion was tabled.

Cheryl Sweeney reported that Saturday evenings NEF Auction was most successful.

ADJOURNMENT:

Motion:

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

VOTED: To adjourn the meeting at 9:19 PM.

Motion Passed Unanimously