

**NEWBURYPORT SCHOOL COMMITTEE  
SCHOOL COMMITTEE MEETING  
Tuesday, January 22, 2013**

**Newburyport High School  
Meeting Convened at 7:08 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:**

Mayor Donna Holaday called the meeting to order at 7:08 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:**

Not read this evening.

At this point Vice-Chairman Cheryl Sweeney assumed chairmanship of the meeting.

**PUBLIC COMMENT:**

**Rosanne Nersessian, 466 Merrimac St. CONCERN:** She spoke regarding the Special Needs program re: therapeutic programming, investments, technology, job description and title.

**CONSENT AGENDA:**

**Motions**

**Warrants:**

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  
**\$16,378.30**

**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:  
**\$576,919.23**

**Motion Passed Unanimously**

**Minutes**

On a motion by Bruce Menin and seconded by Mayor Holaday it was

**VOTED:** To approve, receive and file the School Committee Organizational Meeting and regular session minutes of Monday, January 7, 2013, as amended.

**Motion Passed**

**Mayor Holaday voted Present**

Cheryl Sweeney stated that at the January 7<sup>th</sup> meeting the Committee had forgotten to elect an alternate to sign payroll and vouchers for 2013.

**Motion:**

On a motion by Bruce Menin and seconded by Audrey McCarthy it was

**VOTED:** To elect Cheryl Sweeney as alternate to sign payroll and vouchers for 2013.

**Motion Passed Unanimously**

**NHS STUDENT REPRESENTATIVE REPORT:**

NHS Student Representative Julia Bradley reported on the following:

- Mid Term Schedule – today was the first day of the new mid-term exams schedule which Ms. Bradley stated students seemed to like very much
- Dance – Saturday, January 26<sup>th</sup> a dance will be held
- New Semester – new semester begins on the 28<sup>th</sup>

**Discussion:**

**Cheryl Sweeney** inquired as to why the new schedule was liked so much. Ms. Bradley said it makes the day go faster.

**Steve Cole** asked Ms. Bradley if, because of the new schedule, students now had a chance to review. Ms. Bradley said yes.

**SCHOOL IMPROVEMENT PLAN PRESENTATION – BROWN SCHOOL:**

Dr. Kerble introduced Brown School Principal Amy Sullivan who updated the Committee on the Brown School, School Improvement Plan. Ms. Sullivan thanked Bresnahan School Principal Kristina Davis for her help and cooperation. The Brown School plan included the following:

- Implementing the 5 steps of the NMSEE
- Data collection, analysis and dissemination
- Aligned daily instruction design
- Building strong community relationships
- Instruction models to meet student needs
- School climate, school safety, and transition planning

**Discussion:**

**Nick deKanter** stated that this was a nice report and consisted of a lot of work, and praised both Principal Sullivan and Principal Davis for their work in transition planning.

**Bruce Menin** these communications celebrate both schools and honor the history.

**Mayor Holaday** inquired as to the cost of evaluations. Assistant Superintendent Angela Bik explained.

**Steve Cole** commented on student safety regarding flu safety – use of green products – health of teachers and students.

**Dan Koen** commented on a fantastic report and stated it was wonderful how students were being prepared for their first experience.

**Bruce Menin** said this was a real proactive document – it has a forward looking feel to it.

**Dan Koen** stated that he had just looked at the Brown School website – it was a great website.

**Cheryl Sweeney** thanked Principal Sweeney on behalf of the Committee.

**Motion:**

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

**VOTED:** To approve the Brown School Improvement Plan as presented by Principal Sullivan.

**Discussion:**

**Steve Cole** stated he would like Principal Sullivan to include a flu response plan in the Brown School Improvement Plan.

**Dan Koen** inquired, if a Committee member wanted something reflected in a report, does it automatically appear in the report – or does the committee have to vote on it? Is there a procedure involved? Steve Cole responded that he is very concerned regarding the outbreak of flu and felt that a response plan is essential.

**Motion and second to motion withdrawn**

**Motion:**

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

**VOTED:** To approve the Brown School Improvement Plan as presented by Principal Sullivan but to include a safety flu response plan in the plan.

**Discussion:**

**Bruce Menin** inquired if a flu response plan should be included in school improvement plans that the Committee has already voted on?

**Nick deKanter** stated he felt the nurse leader should put together a flu response plan for all students.

**Audrey McCarthy** said that young children are most vulnerable – there should be a district wide flu response policy in conjunction with the Board of Health.

**Dr. Kerble** said he could have the nurse leader put together a plan.

**Cheryl Sweeney** said the plan should reflect each school.

**Bruce Menin** said there is a particular urgency for the flu situation, but there are other concerns – triple E, lime disease, etc.

**Dr. Kerble** stated that the district needs a health response. He felt it is best if this comes from the Superintendent's Office. This is a "now" thing.

**Bruce Menin** said it should involve the Board of Health.

**Dr. Kerble** said he meets with the nurse leader regularly – we can move faster this way.

**Motion and second to motion withdrawn**

**Motion:**

On a motion by Mayor Holaday and seconded by Bruce Menin it was

**VOTED:** To approve the Brown School Improvement Plan as presented by Principal Sullivan.

**Motion Passed Unanimously**

**Motion:**

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

**VOTED:** To instruct the Superintendent to prepare a flu response plan and other health issues and to involve the Board of Health.

**Discussion:**

**Dan Koen** said that where we are at is now.

**Motion Passed Unanimously**

**FY13 BUDGET UPDATES:**

Interim Finance & Operations Assistant Superintendent Dr. Jim Picone distributed a FY13 Budget Concerns sheet to the Committee and audience. He cautioned that things were going to be very tight. Dr. Picone outlined and explained the budget concerns.

**Discussion:**

**Cheryl Sweeney** inquired regarding the School Lunch Program – has anything been happening at the State level. Dr. Picone explained that students are not buying lunches in the numbers like they used to. There has been a drop off at all levels.

**Cheryl Sweeney** commented on the freeze in the budget – not giving supplies to classrooms. Dr. Picone said supplies are given as needed and necessary.

**Dr. Kerble** said the freeze was implemented in October.

**Audrey McCarthy** said there have been some minor adjustments in food services – is this lowering our costs – can we look into the waste that is going on?

**Dan Koen** inquired regarding the shortfall – is this dumpster related – hauling trash away.

**Dr. Kerble** said this should be directed to the Finance sub-committee.

**Bruce Menin** said we should engage the community – broaden conversation.

**Nick deKanter** said this will be on the agenda for Public Conversation for February 4 at 6:30 PM.

**Audrey McCarthy** stated some school districts do not contract with food service companies. Is there any information as to how we are doing business. Dr. Picone explained.

**Mayor Holaday** commented on Circuit Breaker – Governor’s cuts. Dr. Picone said the Governor reduced this by 20 million dollars – we should be OK this year, but we should worry about next year.

**Cheryl Sweeney** commented on increasing slots by Choice – are we ready to talk about it. Dr. Picone said conversation regarding this will be forthcoming.

**Bruce Menin** said this was a terrific comprehensive report. Dr. Picone thanked the people in Central Office for their assistance.

**Mayor Holaday** inquired regarding Pals balance – what happens to this. Dr. Picone said this rolls over to the next year.

**Cheryl Sweeney** inquired regarding Kindergarten.

#### **PUBLIC COMMENT:**

**Dr. Ralph Orland, 4 Wm. Hall DR.**

**CONCERN:** He spoke regarding the following:

- No flu plan
- \$200,000 left at end of school year – not very encouraging
- School Councils – who is sitting on committees – we need to make sure they are following the rules as established by state
- Public Conversation – need agenda items

#### **ESTABLISH SUBCOMMITTEES DESIGNATED BY THE CHAIRPERSON:**

Chairman Mayor Donna Holaday assigned Committee members to the various Sub-Committees for 2013 as follows:

- Finance: Chairman Steve Cole – Cheryl Sweeney, Dan Koen
- Communications: Chairman Nick deKanter – Bruce Menin, Audrey McCarthy
- Joint Education: Chairman Audrey McCarthy – Steve Cole, Cheryl Sweeney
- Policy: Chairman Bruce Menin – Nick deKanter, Steve Cole
- Building: Chairman Mayor Holaday – Dan Koen
- Negotiations: Chairman Cheryl Sweeney – Dan Koen, Bruce Menin
- Teacher Evaluations – Cheryl Sweeney, Bruce Menin
- Superintendent Goals – Chairman Mayor Holaday, Bruce Menin, Steve Cole

**Bruce Menin** commented we also have a representative to the Newburyport Education Foundation. He commented on past committees.

**Audrey McCarthy** said there has been a conflict with Joint Ed – a recurring thing – re: agenda – not getting feedback from City Council – need discussion – a retreat issue.

**Dan Koen** inquired as to weren't we going to have a joint meeting – School Committee/City Council – to iron out issues re: Joint Ed

**Bruce Menin** stated City Council involvement varies depending on elected members of Council.

**Audrey McCarthy** said there has been difficulty with this committee.

**Mayor Holaday** said conversation needs to happen – she will send out a memo.

**Bruce Menin** discussed procedure.

**Cheryl Sweeney** stated she would like conversation regarding sub-committees as a whole – should conversation take place during the retreat or now?

**Bruce Menin** stated the conversation should take place during the retreat.

**Dr. Kerble** discussed meeting the needs of gifted/talented – committees are enormously important – he spoke of sub-committees – dialogue with City Council.

**Angela Bik** spoke of Ad Hoc/sub-committees/ planning committees.

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

Dr. Kerble reported on the following:

- SPED Update - He spoke of professional development for SPED teachers. At a recent workshop Prof. Alan Bloom spoke of:
  - Related services
  - Student needs i.e., goals
  - Website – goals of liaison – protocol
  - Extended year services – prevent regression
- Posting of Pupil Services and Director of Finance & Operations – Dr. Kerble explained why the title of the SPED Director was changed – has to do with authority and leadership – he spoke of duties – new title gives greater authority to make decisions.  
The new title of Assistant Superintendent for Finance is Director of Finance & Operations. These changes will save between \$13,000 - \$15,000.

### **Discussion:**

**Bruce Menin** said these changes will bring greater coherency to what we are trying to do.

### **SUB-COMMITTEE REPORTS:**

#### **GLEC (Greater Lawrence Educational Collaborative):**

Cheryl Sweeney stated the budget report for this needs to be presented. Representative Steve Cole stated he e-mailed the report to the Committee. The Collaborative is doing better this year. It serves 16 school districts. Ms. Oliveria will be coming to a meeting.

### **Motion:**

On a motion by Mayor Holaday and seconded by Bruce Menin it was

**VOTED:** To receive and approve the GLEC report as presented by Steve Cole.

### **Discussion:**

**Bruce Menin** encouraged by the annual report and budget and the turn-around of GLEC. He appreciated Mr. Cole's work.

**Motion Passed Unanimously**

### **Joint Education**

Chairman Audrey McCarthy said they have not met – the first meeting will be in February.

### **Superintendent's Goals**

Chairman Cheryl Sweeney said they have not met.

**Policy**

Chairman Bruce Menin said they have not met.

**Finance**

Chairman Steve Cole said they will have a meeting before February 4.

**Communications**

Chairman Nick deKanter said they met this afternoon. They discussed the following:

- Public Discussion agenda items:
  - February 4 - Food
  - February 26 - Place Based Education
  - March 4 – Budget outlook legislation
  - March 18 – Improved math – Nock
  - April 23 – Building new culture – Bresnahan/Brown Schools
  - May 6 – Foreign Language
  - May 20 – Drugs/consequences – NHS
  - June 3 – Strengthen Science instruction – STEM
- Discussed structure of websites for district

Assistant Superintendent Bik stated Gail has worked on websites for five schools

**Building Committee**

Chairman Dan Koen said they had a meeting last week. Steve Bergholm has been named chairman of the Building Committee. The committee is looking at 75 to 100 references of sub-contractors.

Mayor Holaday attended a recent meeting concerning the design for security and safety of the schools. The City Council has \$5,900 for redesign of the Middle School fields.

**Negotiating Committee:**

Dan Koen, Bruce Menin, Cheryl Sweeney – identifying issues – bargaining session January 29 – series of meetings in March

Bruce Menin attended Martin Luther King breakfast at City Hall – this was a terrific job of organizing.

Mayor Holaday spoke regarding the Superintendent’s Search Committee – she stated if anyone is interested to submit a letter of interest.

**ADJOURNMENT:**

On a motion by Bruce Menin and seconded by Mayor Holaday it was

**VOTED:** To adjourn the meeting at 9:21 PM.

**Motion Passed Unanimously**