

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE ORGANIZATIONAL MEETING
Monday, January 7, 2013**

**Newburyport High School
Meeting Convened at 7:00 PM**

**Room 118
Bruce Menin Presided**

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

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:

Bruce Menin called the meeting to order at 7:00 PM. Mr. Menin called for a roll call, which found all members present except Mayor Donna Holaday. All those present stood for the Pledge of Allegiance.

READING OF MISSION STATEMENT:

Mr. Menin read the Newburyport School Committee Mission Statement.

ELECTION OF VICE-CHAIRMAN OF SCHOOL COMMITTEE:

Nomination:

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

VOTED: To elect Cheryl Sweeney as Vice-Chairman of the Newburyport School Committee for the term of the year 2013.

Discussion:

Steve Cole commented on the leadership Ms. Sweeney has shown in the past, her concern regarding student achievement, her efforts to engage the community, and her work as an educator. He stated he would vote for her.

Dan Koen stated he commended Ms. Sweeney for her work. He has learned much from her and appreciated her dedication.

Bruce Menin commented on Ms. Sweeney's honesty and her integrity.

Roll Call Vote

Bruce Menin	- Cheryl Sweeney
Steve Cole	- Cheryl Sweeney
Cheryl Sweeney	- Cheryl Sweeney
Nick deKanter	- Cheryl Sweeney
Audrey McCarthy	- Cheryl Sweeney
Dan Koen	- Cheryl Sweeney
Mayor Holaday	- absent for vote

Cheryl Sweeney was elected Chairman of the Newburyport School Committee for the term of the year 2013.

ADOPTION OF SCHOOL COMMITTEE RULES & REGULATIONS 2012-2013:

Motion

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

VOTED: To adopt the School Committee Rules & Regulations 2012-2013 as stated in the booklet until such time as the School Committee are able to make modifications.

Discussion:

Bruce Menin commented on e-mails.

Dan Koen inquired if there was a need to make a further motion regarding electronic voting.

Audrey McCarthy inquired when will new changes be made, and why were they voting for this at this time.

Mr. Menin replied it was so they can have a set of rules. This was done traditionally at this time.

Cheryl Sweeney said that on page 3 of the Rules & Regulations this is stated that this must be done at the first meeting in January.

Motion Passed

Mayor Holaday absent for vote

APPROVE DESIGNEE & ALTERNATE TO SIGN PAYROLL AND VOUCHERS:

Motion

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

VOTED: To approve Dan Koen as the designee to sign payroll and vouchers for 2013.

Discussion:

Bruce Menin stated that Dan Koen has done a great job doing this.

Motion Passed

Mayor Holaday absent for vote

ADJOURNMENT OF ORGANIZATIONAL MEETING:

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

VOTED: To adjourn the Organization Meeting at 7:12 PM.

Roll Call Vote:

Bruce Menin - Yes

Steve Cole - Yes

Cheryl Sweeney - Yes

Nick deKanter - Yes

Audrey McCarthy - Yes

Dan Koen - Yes

Motion Passed

Mayor Holaday absent for vote

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE MEETING
Monday, January 7, 2013**

**Newburyport High School
Meeting Convened at 7:13 PM**

**Room 118
Cheryl Sweeney Presided**

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

CALL TO ORDER:

Vice-Chairman Cheryl Sweeney called the meeting to order at 7:13 PM.

PUBLIC COMMENT:

There was no Public Comment at this time.

CONSENT AGENDA:

Motions

Warrants:

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
\$13,343.60

Motion Passed

Mayor Holaday absent for vote

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:
\$134,340.23

Motion Passed

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 School Committee Meeting minutes of Monday, December 17, 2012.

Motion Passed

Mayor Holaday absent for vote

NHS STUDENT REPRESENTATIVE REPORT:

NHS Student Representative Julia Bradley reported on the following:

- Thursday will be a half day.
- January 21st – no school
- Charlie Brown Musical
- Workshop this week concerning 990 hours.

2013-2014 PRE-SCHOOL PROCEDURAL CHANGES:

Dr. Kerble introduced Brown School Principal Amy Sullivan thanked her for all her work that she has done breaking down figures for this presentation. Dr. Picone is reviewing all data. Principal Sullivan updated the Committee on the Preschool Tuitions/Breakdown by Program and special education referral projections as requested by the Committee at the December 17th meeting.

Discussion:

Dan Koen questioned SPED – does it change year to year – can students educate out of the SPED program. Principal Sullivan said this can happen, if they gain. It has happened.

Cheryl Sweeney questioned figures. Principal Sullivan explained.

Principal Sullivan commented that if this passes all IEP's will have to be reviewed to see which students qualify.

Motion:

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

VOTED: To approve that only Special Education students with cognitive delays will receive free tuition. Students with related services will receive a reduced tuition rate. The percentage of time a student receives special education services on their IEP will be deducted from their base tuitions at an hourly rate interval.

Discussion:

Dan Koen stated he would like to hear how this impacts on a real family.

Motion:

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

VOTED: To suspend the rules to allow a person in the audience to speak.

Motion Passed

Mayor Holaday absent for vote

At this point a parent in the audience was invited to comment on how this motion would affect a family who has a student in the SPED program.

Parent Comment The parent spoke regarding the effects this would have on her family finances and her child.

Principal Sullivan spoke regarding IEP's.

Parent inquired as to how Triton handles this situation. Principal Sullivan explained.

Motion:

On a motion by Dan Koen and seconded by Steve Cole it was

VOTED: To reinstate the rules.

Motion Passed

Mayor Holaday absent for vote

Audrey McCarthy questioned the IEP procedure. Principal Sullivan explained. She reminded the Committee that she had been asked to bring in ways to increase revenue – she wants a quality program.

Nick deKanter asked Dr. Kerble for his point of view – does he approve or disapprove.

Dr. Kerble stated he would recommend approval – he felt it was fair and equitable.

Amy Sullivan said families could still receive a reduced rate.

Dan Koen questioned other school policies. Amy Sullivan said Amesbury does not and Triton uses this model.

Steve Cole asked if any students, other than Newburyport students were in this program. Principal Sullivan said only Newburyport students are in the program.

Dan Koen asked if there was a projection of increased tuition – he felt he would be voting against – he does not want this to pass on the backs of SPED students.

Steve Cole asked if this was a Mass. State Dept. of IEC.

Dr. Kerble stated he looks at this as fair and equitable, and commented on the fact that many parents pay the full rate and they in fact are the ones that are carrying the program financially.

Dan Koen stated he was looking for this explanation, and asked why they haven't used this before.

Principal Sullivan explained that times had been better off before for the district financially, but financial constraints require a different approach now.

Bruce Menin stated that they have looked at different ways of raising revenues and asked if families would have access to the new procedure. Principal Sullivan said certainly.

Motion Passed

Mayor Holaday absent for vote

Bruce Menin stated he wanted to ensure that the Committee continue to look at all possible mechanisms for enabling the parents affected to meet this obligation successfully; and also he wanted to state his belief that while our vote to change the sliding fee scale is permanent going forward, he intends to revisit it annually.

Dr. Kerble thanked Principal Sullivan.

SCHOOL IMPROVEMENT PLAN PRESENTATION: BRESNAHAN SCHOOL:

Dr. Kerble introduced Bresnahan School Principal Kristina Davis who presented the 2012-2014 Bresnahan School Improvement Plan to the Committee. Principal Davis commented on the fact that we are building a brand new school – merging the Brown and Bresnahan Schools. They will be bringing the two school councils together – we need to establish a very clear plan of action. We can get the task done and take care of people along the way. The Improvement Plan included the following categories:

- Implementing the five steps of the MMSEE
- Data collection, analysis and dissemination
- Aligned daily instruction design
- Building strong community relationships
- Instruction models to meet student needs/foster a climate of safety and respect

Discussion:

Steve Cole said he was very glad to hear what is happening. He commented on the DESE Model Units – this challenges students – he asked Principal Davis to comment on this. Principal Davis elaborated on this.

Steve Cole asked Principal Davis to describe data collection and analysis; to describe what loop is like. Principal Davis explained.

Steve Cole inquired regarding data review. Principal Davis explained.

Nick deKanter asked how technology is contributing to classrooms; how are you learning from that, what are we doing to plan for technology; perhaps using Facebook. Principal Davis explained.

Cheryl Sweeney commented that she liked the plans for transition – it is important for our school district. We have a tremendous opportunity here. Principal Davis said this is a team effort.

Cheryl Sweeney thanked Principal Davis on behalf of the Committee.

SCHOOL COMMITTEE BUDGET PRIORITIES:

Background Information:

The Superintendent is working with the Interim Director of Finance and Operations to develop a budget process. Last year, the Superintendent and School Committee members discussed adding to the budget process an opportunity for School Committee members to discuss their budget priorities for the district.

Dr. Kerble thanked Dr. Picone and stated it is a pleasure working with him. He stated he needs input from the School Committee regarding focus areas.

Cheryl Sweeney stated that each Committee member should state briefly their budget priorities.

Dr. Picone stated he has been working closely with all Principals and staff members at Central Office – we are heading into uncharted areas regarding monies available to Newburyport. He is putting together a document which he will present to the Committee which puts our best effort forward.

Cheryl Sweeney stated that 77% of the fixed budget is already determined – i.e. personnel. Dr. Picone said this is typical of all school districts.

Cheryl Sweeney's priorities:

- School Committee goal to increase student achievement
- Class size maintained
- Not sacrifice programs
- Transparency in budget
- Personnel

Nick deKanter's priorities:

- Student achievement
- Improve student programs
- Be more strategic in how we take advantage of community resources – place based programs – human resources
- How we use our other resources – time – early release days for benefit of students

Audrey McCarthy's priorities:

- Student achievement
- Increase programming – engage kids across the board with interests
- Increase technology in our Special Ed Program

Dan Koen's priorities:

- Continuation of instruction of average students – re-Whittier
- Embrace all students – silent majority that need education
- Expenses – software – tap in to what people have at home or carrying in their pocket

Bruce Menin's priorities:

- Enhancing student achievement
- Continuing to improve rigor of curriculum at all levels
- Enrichment – expanded curriculum
- College prep – college opportunities – orient our kids – implementing our partnerships
- Technology explosion – need to insure that kids have access
- World languages – improve
- Continue to become more and more in touch with community – increase transparency
- Hold administration accountable

Steve Cole's priorities:

- Safe schools for achievement – have best staff – educational \$ to classrooms
- Year to year look at budget – what has worked
- Goals

- Provide support to have students reach high standards
- Culture – provide strong learning environment
- Conserve – make sure we are fully utilizing our school infrastructure
- Stipends – make sure effectively using time – may have some efficiencies/savings

Cheryl Sweeney asked Dr. Kerble and Dr. Picone if they had questions

Dr. Kerble said he hoped that when the budget is presented it can be lived with.

SUPERINTENDENT’S REPORT:

Dr. Kerble reported on the following:

- **HS-Northern Essex College Update** - Dr. Kerble met with NHS Principal Parent. A relationship is developing – a regional cohort – working with NECCO – bringing courses to our students in the evenings and summer. They are developing courses and costs.

Bruce Menin asked if these were credit learning courses. Dr. Kerble said yes. Mr. Menin asked if courses were offered at Amesbury could Newburyport students take them. Dr. Kerble explained that courses are offered to all communities that participate – there will be a lot of opportunities.

- **Special Education Parent Referrals – Response to Intervention** – They are tracking referrals – in the past 4 months there have been 57/58 referrals – only 2 coming from teachers. Most of the referrals are coming from parents – last year most referrals were not eligible. Dr. Kerble is sending a note home to parents regarding the process (intervention)

Bruce Menin commented on referrals/assessment.

- **January 28 – Open House at the NHS Library – 7 PM**
- **Title Change: Director of Special Education to Director of Pupil Services** – Dr. Kerble will post the position tomorrow
- **School Committee Retreat – new date** – a new date has to be set
- **Retirement** – Dr. Kerble stated that in his career he wanted to be a Principal at 30 and a Superintendent at 40. He stated it took him a little longer and he is a lot wiser. He thanked the School Committee for this opportunity to be the Superintendent of Schools in Newburyport. He has strong feelings for the staff. He stated he will be retiring in June – he has 6 months to get things done. He especially thanked Cathy Manning.

Cheryl Sweeney stated she has been with you since the beginning and appreciated his work ethic – will work with you.

Dr. Kerble thanked Assistant Superintendent Angela Bik for her support.

PUBLIC COMMENT:

Dr. Ralph Orlando, 4 Wm. Hall DR. **CONCERN:** Budget – not a pretty picture. It would be helpful to the community to see line item by line item of the budget. He commented on electives, STEM initiatives.

Rosanne Nersessian, 466 Merrimac St. **CONCERN:** Special Education – communication to parents – extracurricular activities – legally entitled, unintended consequences of new vote.

MSBA – VOTE ON PROPRIETARY ITEMS:

Dan Koen explained that the Committee would be required to vote for six Proprietary Items, which would require six separate votes.

Steve Cole asked for an explanation regarding concrete curing. Dan Koen explained.

Nick deKanter inquired as to why these votes were necessary. Dan Koen explained they were necessary due to the fact that contractors want to use certain items – votes are needed.

Motions:

On a motion by Dan Koen and seconded by Steve Cole it was

VOTED: To approve proprietary item VCT (Vinyl Composition Tile) Adhesive Product EC0711 manufactured by Mapei, a product developed for the installation of VCT on concrete with a higher moisture content due to the fast track nature of the construction schedule.

Motion Passed

Mayor Holaday absent for vote

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

VOTED: To approve proprietary item Webview Automatic Temperature Control (ATC) System by American Energy Management (AEM) to integrate with the existing Nock/Molin and Newburyport High School ATC systems resulting in cost savings as well as simplification and consolidation of operation and maintenance across the District.

Motion Passed

Mayor Holaday absent for vote

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

VOTED: To approve proprietary item VCT (Vinyl Composition Tile) Adhesive Product ECO711 manufactured by Mapei, a product developed for the installation of VCT on concrete with a higher moisture content due to the fast track nature of the construction schedule.

Motion Passed

Mayor Holaday absent for vote

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

VOTED: To approve proprietary item Webview Automatic Temperature Control (ATC) System by American Energy Management (AEM) to integrate with the existing Nock/Molin and Newburyport High School ATC systems resulting in cost savings as well as simplification and consolidation of operation and maintenance across the District.

Motion Passed

Mayor Holaday absent for vote

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

VOTED: To approve proprietary item Kohler Generator Enclosure to enclose the existing Kohler generator that is scheduled to be relocated from inside the main electrical room to outside the building. The enclosure screens, protects and controls noise from the generator and should be designed to work with the existing generator.

Motion Passed

Mayor Holaday absent for vote

On a motion by Steve Cole and seconded by Dan Koen it was

VOTED: To approve proprietary mounting and installation components by Canadian Solar that may be required during the reinstallation of the existing solar panels. Components may include mounting bases, rails and clips that form the infrastructure necessary to safely secure the solar panels in place; specific electrical harnesses and connectors manufactured for the connection of Canadian Solar photovoltaic panels; as well as

the photovoltaic panels themselves should any be damaged during the removal and reinstallation process.

Motion Passed

Mayor Holaday absent for vote

SUB-COMMITTEE REPORTS:

Joint Ed - Audrey McCarthy said they met recently and discussed the upcoming budget.

Policy – Bruce Menin said they have not met

Finance – Steve Cole said they met on December 17 – they discussed the Brown School pre-school program, the Triton pre-school program, budget freeze, out of district placements and open positions.

Superintendent's Goals – Cheryl Sweeney said they have not met

Building Committee – Dan Koen said they will meet next Thursday

Cheryl Sweeney reported on the following:

- January 28 – 7PM – Library Media Dedication –
- 21st Century Technology– HS Library – Thursday – January 10th – 6:00-7:30 PM

Cheryl Sweeney asked the Committee to set a new date for the retreat – A date of the 15th was set – from 6:00 to 9:00 PM – backup date – 23rd

ADJOURNMENT/EXECUTIVE SESSION:

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

VOTED: To adjourn the meeting to Executive Session regarding administrative contracts at 9:45 PM.

Roll Call Vote:

Bruce Menin - Yes

Steve Cole - Yes

Cheryl Sweeney – Yes

Nick deKanter – Yes

Audrey McCarthy – Yes

Dan Koen - Yes

Mayor Holaday – absent for vote