

**NEWBURYPORT SCHOOL COMMITTEE
BUSINESS MEETING
Monday, August 25, 2014**

**Newburyport High School
Meeting Convened at 6:34 PM**

**Room 118
Mayor Donna Holaday/Cheryl Sweeney Presided**

Present: Bruce Menin, Steve Cole, Cheryl Sweeney, Mayor Donna Holaday,
Nick deKanter, Audrey McCarthy, Michael Luekens

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:

Chairman Mayor Donna Holaday called the meeting to order at 6:34 PM. Mayor Holaday called for a roll call, which found all members present. All those present stood for the Pledge of Allegiance.

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

CONSENT AGENDA:

Motions:

Warrants:

On a motion by Bruce Menin and seconded by Michael Luekens it was

VOTED: To approve receive and forward to the City Auditor for payment the following warrant:
\$17,133.48

Motion Passed Unanimously

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

VOTED: To approve receive and forward to the City Auditor for payment the following warrant.
\$61,609.66

Motion Passed Unanimously

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

VOTED: To approve receive and forward to the City Auditor for payment the following warrant.
\$61,609.66

Motion Passed Unanimously

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

VOTED: To approve receive and forward to the City Auditor for payment the following warrant.
\$266,457.38

Motion Passed

Mayor Holaday voted present

Minutes:

On a motion by Mayor Holaday and seconded by Michael Luekens it was

VOTED: To approve, receive and file the Public Conversation minutes of Monday, July 1, 2014.

Motion Passed

Michael Luekens voted to abstain

On a motion by Bruce Menin and seconded by Michael Luekens it was

VOTED: To approve, receive and file the School Committee Business Meeting minutes of Monday, July 1, 2014.

Motion Passed

Michael Luekens voted to abstain

SUPERINTENDENT'S EVALUATION:

Vice-Chair Cheryl Sweeney explained the summative phase of the Superintendent's Evaluation process. She then read the summative report, which gave Superintendent Viccaro a mostly proficient rating. She offered her congratulations to Superintendent Viccaro.

Superintendent Viccaro stated she will address all challenges – she stated she is looking forward to that. Ms. Sweeney thanked all concerned with the evaluation.

Motion:

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

VOTED: To approve the Superintendent's Evaluation as presented.

Discussion:

Steve Cole questioned the following:

- ⤴ The standards used. Ms. Sweeney stated it is most important for the Superintendent to develop standards.
- ⤴ Will this be extended to teachers as well. Superintendent Viccaro said that as this is her first year she will extend this to teachers as well.
- ⤴ He stated he felt it would have been helpful to have more evidence for him to develop the evaluation.

Bruce Menin said it would be helpful to develop the next steps.

Cheryl Sweeney said the Superintendent has already started and is working on goals. The Evaluation Committee never goes away. The next meeting will address smart goals.

Roll Call Vote:

Audrey McCarthy	- Yes
Bruce Menin	- Yes
Cheryl Sweeney	- Yes
Steven Cole	- Yes
Nick deKanter	- Yes
Mayor Holaday	- Yes
Michael Luekens	- Yes

Motion Passed Unanimously

Mayor Holaday thanked the Committee.

SCHOOL COMMITTEE SELF-EVALUATION:

Cheryl Sweeney stated that they are contacting certain sites for information and is starting to work on this.

SCHOOL COMMITTEE MEETING SCHEDULE 2014-2015:

Motion:

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

VOTED: To approve the School Committee Meeting Schedule, August 2014 – June 2015.

Motion Passed Unanimously

SCHOOL COMMITTEE PRIORITIES FOR 2014-2015:

Cheryl Sweeney explained that each School Committee member was asked to bring two or three suggestions for review.

Steve Cole

- ⤴ Budget be presented to the Committee with enough time for review
- ⤴ Student achievement
- ⤴ Special education – providing as much as we can
- ⤴ Operational effectiveness of our schools
- ⤴ Pay to substitute teachers – needs re-evaluation
- ⤴ Higher rate for our facilities rentals
- ⤴ Remuneration to coaches needs re-evaluation

Nick deKanter

- ⤴ Student achievement for “ALL” students
- ⤴ Middle School Math – what are we doing to make sure they are prepared
- ⤴ Website – needs fine tuning
- ⤴ Budgetary front – need to do a better job communicating and educating the public

Mayor Holaday

- ⤴ The budget is an important process – have the joint meeting with the City Council in early fall – start sooner
- ⤴ Establish a grant team to work with grant writer
- ⤴ Special Education – a concern – we have a lot more work to do in this area
- ⤴ Communication to School Committee is critical – we need a better loop – we need to be aware of what is going on
- ⤴ Legislative advocacy

Michael Luekens

He stated he felt the Superintendent is the right person at the right time.

- ⤴ Articulate stronger for Strategic Plan
- ⤴ Technology
- ⤴ Special Education – need to continue to rebuild trust
- ⤴ Prioritize and costing out programming/curriculum
- ⤴ Student achievement – more focus on earlier and middle grades

Audrey McCarthy

- ⤴ She has concerns Re: PARCC
- ⤴ Improved communications
- ⤴ Special Education – not running like a well oiled machine
- ⤴ Better calendar
- ⤴ Culture problems – inconsistent discipline policies
- ⤴ Culture – between schools – they run individually

Bruce Menin

- ⤴ School culture
- ⤴ Curriculum – for all students – promote growth and achievement
- ⤴ Dialogue with community – needs to occur

- ⤴ School Committee goals – partnership with community
- ⤴ Communication – School Committee needs to be kept up-to-date – re: occurrences

Cheryl Sweeney

- ⤴ We are all talking re: same things
- ⤴ Curriculum
- ⤴ Communications
- ⤴ Culture

Superintendent Viccaro stated she needs to work with the Leadership Team.

UPDATE ON SCHOOL BUILDING PROJECTS:

Mayor Holaday said it has been a busy summer.

Bresnahan School:

- ⤴ Substantial completion last Monday – building has been turned over to the city – rooms are in good shape
- ⤴ Extensive cleaning is being done
- ⤴ Technology being delivered today – under lock and key
- ⤴ Cafeteria done
- ⤴ Gym – basketball nets need to be moved
- ⤴ Library – new books coming
- ⤴ Media Center – being worked on
- ⤴ Old building down – paving done – bus drop off done
- ⤴ Striping being done
- ⤴ New playgrounds coming
- ⤴ Fire Department all set
- ⤴ Open House – tomorrow 6:30 – 7:30 for parents
- Wednesday 6:30 – 7:30 for parents
- Thursday 5:00 – 7:00 for Community
- ⤴ A case for documents for Kelley/Brown is being put in
- ⤴ Bresnahan will be a certified polling place in September in the Library
- ⤴ She addressed buses – walkers – car drop offs

Audrey McCarthy inquired regarding the garden at the Bresnahan School – what has happened to it. Mayor Holaday said it has been preserved and moved.

Nock/Molin Schools

Mayor Holaday said she is pleased with the progress

- ⤴ Fire Department testing on Wednesday
- ⤴ Auditorium – scaffolding down – painting, carpet, chairs will be done
- ⤴ Finished some of site work entrances
- ⤴ Classrooms in good shape
- ⤴ Cleaning – needs a lot of work
- ⤴ Workshop/robotics lab not done
- ⤴ Music rooms – in good shape
- ⤴ Locker rooms – one done – other being worked on
- ⤴ Library – work being done

Audrey McCarthy asked how does the school look if you walk in? Mayor Holaday said - a disaster, but will be good for the opening. She said new books are here for the Library. Special Ed classrooms are done.

Cheryl Sweeney asked if teachers will be moving rooms again. The answer was no. What about front of the High School – it will be done.

REPORT FROM COMMUNICATIONS AD HOC COMMITTEE

Cheryl Sweeney they have met twice. The Committee has drafted policy – has gone to the Policy Committee.

Bruce Menin said they had a lot of conversation re: web site.

Superintendent Vicarro said two weeks ago she had phone conversation re: website. They will be getting together again shortly. The website needs to be useful and functional.

Nick deKanter said each school will have individual websites.

Bruce Menin said:

- ⤴ Public conversation – start out with four meetings
- ⤴ Two meetings per semester – 6:30 to 8:00 PM on School Committee nights – make topic known
- ⤴ Additional – every month Public Conversation 6:30 – 7:30 – adjust School Committee meeting time
- ⤴ Additional – Public Comment – if question is asked that can be answered – will be answered then
- ⤴ Introductory letter to parents at beginning of school year
- ⤴ Two additional topics will be discussed

Social media – better communications

School Committee Blog

Cheryl Sweeney said there is a second Public Comment at the end of the evening tonight.

Nick deKanter said we feel the need for action.

Bruce Menin said let Ms. Sweeney know if you have any further topics for Public Comment.

- ⤴ School Committee E-mail response – discussed
- ⤴ FAQ – will get feed back

Cheryl Sweeney asked if a letter will be going out this year. Bruce Menin said they will try – will address at next policy meeting.

PRESENTATION OF TEMPLATES FOR SUB-COMMITTEE MINUTES AND AGENDAS:

Steve Cole explained the template for Sub-Committee minutes.

Nick deKanter said all of the minutes from Sub-Committees will look the same – great work.

PUBLIC COMMENT:

Rose Necessian, 466 Merrimac St. **CONCERN:** She is glad to see two Public Comment sessions on the agenda tonight – hope to see it in the future – need formal protocol on follow-up – agenda items.

Ellen Erickson **CONCERN:** Kudos – impressed with the School Committee – made progress in what the School Committee is all about. Mayor Holaday discussed Lydia amphitheater – discussed the time line.

Ralph Orlando, 4 Wm. Hall DR. **CONCERN:**

- ⤴ Communications – pleased to see a number of recommendations
- ⤴ priorities
- ⤴ High School – suffering – need teachers – technology needs updating – need more electives

SUB-COMMITTEE REPORTS:

Joint Ed - not met – first Monday in October

Finance - has schedule – third Thursday at 5:30

Policy – second Monday at 5:30

Curriculum – third Tuesday at 5:30
Superintendent Evaluation – will continue

RE-VOTE WARRANT:

It was discovered that the amount of the warrant of \$17,133.48 was in error. The amount should have been \$22,588.74. It needed a re-vote.

Motion:

On a motion by Bruce Menin and seconded by Michael Luekens it was

VOTED: To approve receive and forward to the City Auditor for payment the following warrant:

\$22,588.74 (not the amount that was previously stated as\$17,133.48)

Motion Passed Unanimously

ADJOURNMENT/EXECUTIVE SESSION:

On a motion by Mayor Holaday and seconded by Michael Luekens it was

VOTED: To adjournment the meeting to Executive Session for the purpose of possible litigation at 9:01 PM.

ROLL CALL VOTE

Bruce Menin - Yes
Cheryl Sweeney - Yes
Steven Cole - Yes
Nick deKanter - Yes
Mayor Holaday - Yes
Michael Luekens - Yes
Audrey McCarthy - Yes