

PROVINCETOWN SCHOOL COMMITTEE MEETING

PROVINCETOWN HIGH SCHOOL

ELMER I. SILVA LEARNING CENTER

12 WINSLOW STREET

PROVINCETOWN, MA 02657

TUESDAY, AUGUST 13, 2013

Members Present: Kerry Adams, Shannon Patrick, Cass Benson and Tony Brackett

Members Absent: Jamie Kryszkiewicz (excused)

Staff: Dr. Beth Singer, Superintendent

Kim Pike, District Principal

1. The meeting was called to order at 5:30
2. Present were the above.
3. **PUBLIC COMMENTS** – There were none.
4. **MINUTES July 9, 2103**

A Motion by Tony Brackett, seconded by Shannon Patrick was made to table to the next meeting; voted 4 to 0.

5. SUPERINTENDENT'S UPDATE

International Baccalauriate

Dr. Singer gave the floor to Principal Pike who gave the floor to Ms. Beth Francis. Ms. Francis presented the Certificate dated 8/8/13 for the IB Primary Years Approval. We are officially an IB school now for the Primary Years.

Provincetown High School Renovation

Renovation has begun. A Clerk of the Works will be hired by week end. The passage to Winslow Street from the parking lot is closed due to the work. The work will be finished in 90 days of good weather, which is expected to be by December. The work has started on the roof and they will work their way down.

6. UNFINISHED BUSINESS

6.1 Job Descriptions

Job descriptions were presented for a first reading for Wee Care – Infant/Toddler Assistant Teacher, Administrative Assistant for Business & Finance, Administration Assistant for Human Resources, District Principal’s Administrative Assistant, and Special Education Secretary. These were jointly worked on with staff. The PAE will do a final review and these will be presented for the second time at the next School Committee Meeting.

6.2 Sub-Committees

Dr. Singer presented a list of Sub Committees which have existed since FY 07. They were discussed and the following were eliminated: Cape Campus Study, Early Childhood Educator, John Anderson Francis Family Scholarship, PAE Executive, Sick Leave Bank, and Use of Facilities, which is now done by office staff. Existing committees are Cape Cod Collaborative Liaison – Tony Brackett; School Budget – All Members; Superintendent Evaluation – led by Tony Brackett and performed by all Members; Truro Tuition – Cass Benson; Union Negotiations – Tony Brackett and Kerry Adams; and IB Community – Cass Benson, Tony Brackett and Jamie Kryszkiewicz.

6.3 Superintendent’s Evaluation

Tony Brackett compiled the Evaluations prepared by each member of the School Committee. He presented detailed assessments in all areas. Then he compiled a Summary. Both are attached. Dr. Singer has exceeded expectations regarding assessment of program; she is exemplary in her impact on Student Learning; Dr. Singer’s performance goal of professional practice has exceeded our expectations; she has met our expectations regarding student learning; she has exceeded our expectations in the area of district improvement; Dr. Singer has shown Exemplary performance with regard to Instructional Leadership; Dr. Singer’s Exemplary work in the Management and Operations of our school; Family and Community engagement is Proficient and Dr. Singer is Exemplary commitment to high standards and cultural proficiency.

7.2 Student/Family Handbook

Principal Pike reviewed the updated Handbook, pointing out changes. Updated was the Mission Statement, per IB; no cell phones, I pods, etc. allowed in classroom, students must put in lockers; snacks should be nutritious and water is encouraged; school opens at 8:15 and students are expected to be present by 8:30 or will be marked tardy/absent; early dismissal should be requested by a note; notification for snow, etc. will be done via website and text, etc.

Tony Brackett made a motion to approve this handbook, with the exception of a change to the cost of lunch, seconded by Cass Benson; voted 4 to 0.

7.3 Line Item Transfer

\$58,604 will be returned in unspent money for FY ‘13 to the Town. Line item detail will be provided at the September meeting.

7.4 PSC Secretary

Evelyn Gaudiano, our long time secretary for the School Committee, has resigned. Dr. Singer is looking for a replacement. Pay is \$25 per hours, with a guarantee of 2.5 hours.

7.5 Surplus of High School Books

We still have some books and VCR's etc. from the High School. Motion by Tony Brackett made to dispose of all surplus books, etc. and motion was seconded by Cass; voted 4 to 0.

7.6 Preschool Enrollment Recommendation

The preschool teachers have recommended that minimum attendance be 3 days a week. It is too disruptive otherwise. There is a real curriculum. This would be a change to the Handbook. A motion was made by Shannon Patrick for a three day minimum, seconded by Tony Brackett; voted 4 to 0.

7.1 Serve vs. Offer Lunches & Fees

Betty White presented the new guidelines for school lunch and breakfast. The requirement for reimbursement by the National School Lunch Program, is that certain food components are required. They are Meat/Meat alternative; Vegetable Component, Fruit Components, Grains, and Milk. The children have to take at least 3 of these for the lunch to be reimbursed. The goals are to minimize plate waste and encourage more food choices. We are at 66% for children who get free or reduced rate lunch and breakfast. We pay for labor for our program out of our operating budget. We are trying to cover our cost of food. The recommendation is to increase our paid for lunch to \$2. to \$2.5 and breakfast from \$1. To \$1.50. Cass made a motion to approve and Shannon seconded; voted 4 to 0.

8. PSC Comments

Tony Brackett – very excited about our IB Curriculum and looks forward to outreach and community involvement, and extended an invitation to all in the community. Also congratulations for all the hard work. Dinner at the Crown and Anchor to fund the trip to Costa Rica on 9/13. Lots of raffle prizes. Need to sell 100 tickets at \$100.

Cass Benson – would like to know the neighbors are after their concerns this spring about the playground and specifically if there have been any complaints to the police. Also, if the Historic Committee had approved the fence installed by our neighbors.

Also would like to pursue talking to the No Place for Hate Committee as school begins and some of the problems we have seen.

Also would like to see affordable housing be designated next time for people with kids in Provincetown Schools get first pick, which the Selectment are allowed to do with the federal guidelines.

Also Tony and I, along with Carissa Silva and had a forum during Family Week for families interested in living in Provincetown. 9 Families attended.

Kerry Adams congratulates all for the IB and hopes that this is covered in the local paper.

Motion to adjourn by Tony and seconded by Shannon Patrick; voted 4 to 0.

Respectively submitted,

Cass Benson

Approved by the Provincetown School Committee on October 8, 2013