

**PROVINCETOWN SCHOOL COMMITTEE MEETING
PROVINCETOWN HIGH SCHOOL
ELMER I. SILVA LEARNING CENTER
12 WINSLOW STREET
PROVINCETOWN, MA 02657
TUESDAY, March 11th , 2014**

Members Present: Kerry Adams, Cass Benson, Anthony Brackett, Liz Lovati, Shannon Patrick (Arrived 5:40)

Members Absent:

Others: Beth Singer, Superintendent

Kim Pike, Principal

Maryann Campagna and National Junior Honor Society members

1. The meeting was called to order at: 5:30

2. Roll Called: (See above)

3. Public Comments: None

4. Minutes February 11th , 2014

Motion to accept the minutes of February 11th as printed.

Motion: Anthony Brackett **Seconded:** Cass Benson **Vote: 4-0-0**

Motion to accept the Executive Session Minutes of February 11th as printed

Motion: Anthony Brackett **Seconded:** Cass Benson **4-0-0**

5. NJHS Presentation:

The members of National Junior Honor Society (MacKinzie Edwards, Sage McCormick, Kasha Sapinska, Becca Hudson) attended the annual Stand Up To Bullying Conference in Worcester. They all took a lot away from the program, and were particularly impressed with speaker Lizzie Velasquez and a presentation of poet Shane Koyczan's "To This Day." They brought videos of those two presentations to share with the school committee, which will also be presented to the 6th, 7th, and 8th grades and at an upcoming parent evening.

6. Superintendent's Update

6.1 Exterior Restoration Project

We are coming to the end of this project. The louvers have been ordered and will be delivered and installed in 4-6 weeks. The roofers installed screens over the air handlers on the roof. We are rejecting this work and demanding that they return to do what was designed in the specifications. The painters will return when the weather is warmer to complete the exterior of the auditorium windows. The pointing of the 1st floor windows should happen this week, and after some additional clean-up and we'll be done.

As of today we have \$306,708.61 remaining unspent.

6.2 Costa Rica

We have confirmed the dates for May 26th (Memorial Day) to June 4th. There will be 11 7th and 8th graders travelling with the EF tour guides, and 3 school staff, including Kim **Kim Pike**: We're very excited, we started on Wednesday our international thinking about what they want to learn, what they know, what they want to find out. We'll set aside an evening when they return to see what they bring back

Shannon Patrick: Will there be parent meetings before the trips?

KP: Yes, two

Anthony Brackett: Where are we fundraising wise?

KP: Close – we'll be doing a fish fry and an adult dance, we have a space for a car wash. We're around \$2,000 to \$3,000 away. We'd also like to start a fund for future trips.

6.3 Peter Pan

Peter Pan is coming to Provincetown on April 4th, 5th and 6th. That's Friday night at 7:30, Saturday Night at 7:30 and Sunday at 3:00. We'll be promoting on WOMR and PTV prior to production. We'll also be opening Annual Town Meeting with student led singing.

AB: I've been working with the talented and dedicated Eleanor Lincoln, helping out with music. I'm very impressed with how dedicated and motivated the kids are, it'll be worth your time.

6.4 MCAS Schedule

March Madness is here, and by that I mean MCAS. ELA testing for students in grades 3-8 begins next Tuesday, the 18th, and continues through the 26th of March. MCAS will return in May from the 5th through the 14th for Math grades 3-8.

Question: Are MCAS a graduation requirement? What's their importance at the elementary/middle school level?

Beth Singer: MCAS matter at every level because we use it as measurement of how we're doing, as a component of teacher evaluations, and to identify students in need. We would also never want to have a student get to 10th grade and be in danger of not passing. (When it counts as a graduation requirement)

6.5. Parent workshops

We had a very successful parent workshop with Jill Mays, a sensory-motor specialist last week, and we have a 2nd parent workshop scheduled for April 3rd, Thursday at 6:30 in the High School Library. Cindy Horgan will be talking about children's temperaments and parental responses. There will be free childcare and pizza.

6.6 PHS HVAC

Today Brian Carlson and Eric Larson walked through the PHS HVAC system and mechanicals. The town is working on green communities energy grant to contribute to the next capital improvement plan at PHS, the heating system. If we obtain the grant, it will be funds that come off the top of the project, with MSBA and Provincetown maintaining a 50-50 cost share of all expenses.

7. Unfinished Business

As you know, the PAE had suspended negotiation in order to complete some outstanding pre-existing work on 2 job descriptions. We will complete that this week and then, I am assured, they will be available to resume negotiations of the next agreement. These negotiations will include teachers, paraprofessionals, and office staff contracts.

8. New Business

8.1 Next Meeting

(Discussion of possible dates)

The next PSC meeting will be on April 1st – no joke.

8.2 Superintendent Search

This is our annual process of advertising the position, reviewing the candidates and deciding on the process for meeting the requirements of the retirement regulations. We advertized through the MASC/MASS website, School Spring, and on our website. We received 7 applications. 3 of the 7 have or are eligible for appropriate licensure. 2 of the 3 withdrew, 1 because you are not offering housing with the job. The remaining candidate has extensive experience in Special Education administration, 9 positions in 24 years, but no experience as a superintendent. You can evaluate the resumes, interview selected candidates, decline to do both, and direct me to summarize the applications in a letter to the Commissioner that the PSC chair signs. How would you like to proceed?

Liz Lovati: Can you explain what exactly your job is and what you do? Can you address if you were hired to close the high school?

BS: A committee was set up by the town to make recommendation on weather to close the high school the year before I became superintendent. I gathered information for them when I came here. The School Committee hired me partly with the idea of turning the school around in terms of enrollment. I was hired 5 years ago for \$65,000 – I still

make \$65,000. My job is to create the budget, which I do with input from Kim and the help of the business manager. I have the responsibility, with Kim, to hire and fire, negotiate, make contractual decisions about things like extensive absence, leave of absence etc.. I prepare grants and capital improvement projects, am the school's representative in the town, to and for the school committee. I answer to the school committee. There are other things as well, I call snow days, any other emergencies, liaise with town management and other groups – social services, the DOE. The job is irrespective of numbers of kids – all superintendents have the same mandates from the state.

Why do we need both a superintendent and a principal? The problem with small schools is that we have limited capacity – we have two people doing everything, usually there is a director of curriculum, directors of guidance and guidance counselors, SPED directors, an assistant principal etc.. Kim is Title 1 coordinator, the principal, the assistant principal – all these things are mandated to be done regardless number of schools or students.

We have one office staff person – this person takes all the calls, triages whatever comes through the door. We have a part time SPED secretary, a business manager that does all accounting, POs, supervises free and reduced lunch, and an administrative assistant for Human Resources who does all of PSC work, does all advertising and collecting of resumes for other jobs, CORIs, state required insurance, benefits. This person will take over sped position, which is a great deal of legal paperwork which has to meet strict guidelines. Everyone works a full day every day. I'm also SPED director part time partially because I'm the only person licensed to do that, and I'm also here every day, and it's very hard to do it if you're not here every day.

Kerry leaves at 7:00

One of long term issues is the salary of the admin assistant – I'm happy to have that discussion, what happens when you work in a municipality for a long time is you make more money.

LL: Who negotiates salary?

BS: I do – historically what has happened is the increase we negotiate with the teachers, and that same rate applies to the administrative assistants. Last contract was a 2%, 2%, and 2.5% increase for three years, which tends to be less than the rate of inflation.

Motion to draft a letter than we don't approve of any of the candidates for Superintendent

Motion: Anthony Brackett **Seconded:** Liz Lovati **Vote:** 4-0-0

8.3 Proposed Calendars for 2014-2015 School Year

There are two possible calendars here – one with 4 days of professional development before Labor Day, with students beginning the day after Labor Day. This would require an alteration of the contracts with the PAE, which currently do not allow us to being

prior to Labor Day. The other is a traditional calendar, similar to this year. Both include ½ days once a month for Professional Development.

AB: I would like to not have first day of the year be a half day, same coming back from Thanksgiving, so if we could considering pushing those ½ day PD days on Dec 2nd , Jan 6th back a week.

(New calendars will be developed and brought back for approval.)

8.4 Building Committee for MSBA Project

As you know, we are required to have a building Committee for the MSBA and the next Capital Improvement Project. I am putting that group of people together now with an April 5th deadline for submission to the MSBA. It need to be inclusive of elected officials, district representatives, and others as deemed necessary by this district. I am also returning to the AG office for another four-day procurement training as no one in the town currently has certification that meets MSBA standards. I will try to obtain that certification.

(Discussion of possible members for Building Committee)

Tony Brackett volunteers to be School Committee representative on Building Committee.

9. PSC Comments

AB: I was very impressed with NJHS girls. Hope that kids can learn to defend younger kids in times of need, that was a very mature group of ladies.

CB: Thanks to Banner for publishing the foghorn and picture of basketball team, and would like to have a marketing meeting soon – since so many people seem to lack knowledge about the school – We would like to pursue with the banner, having the banner cover our sports.

SP: It would be nice for PTA or school to have table at year-rounders festival.

10. Adjournment

Motion to adjourn

Motion: Cass Benson **Seconded:** Anthony Brackett **Vote:** 4-0-1

Respectively submitted,

Ben Williams

Approved by the School Committee on April 1, 2014