

**PROVINCETOWN SCHOOL COMMITTEE MEETING  
PROVINCETOWN HIGH SCHOOL  
ELMER I. SILVA LEARNING CENTER  
12 WINSLOW STREET  
PROVINCETOWN, MA 02657  
TUESDAY, September 9, 2014**

**Members Present:** Liz Lovati, Anthony Brackett, Shannon Patrick

**Members Absent:** Cass Benson, Kerry Adams

Others: Beth Singer, Superintendent and Kim Pike, Principal

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

Move that the Provincetown School Board address Item 5 “New Personnel” prior to item 3 “Public Comments.”

**Motion by Liz Lovati Approved: 3/0/0.**

**2. Roll Called: (See above).**

**5. Superintendent’s Update:**

- **New Personnel: Mary Abt; Sharon Bunn; Cynthia Gilman; Martin Menangas; Brittany Kenyon; Angela Lamber-Buitrago; Marianne Lynch; Mary Timmons; Tal Zamir.**

The superintendent introduced the new personnel in reverse order and asked for each to provide a summary of their background. She stated Martin Menangas could not be at the meeting but welcomed him back as he was the previous resource officer and is now with MYP as a paraprofessional.

Tal Zamir will be a member of the Community Communications Team which includes publications. Ms. Zamir stated she was happy to be here. She is pleased to see everyone and loves the school. Mary Timmons is the new secretary and Integration Technology Specialist. Ms. Timmons is happy to be here.

Cass Benson arrived at 5:45 pm.

Marianne Lynch provided her background; she is excited to work in an IB school and has worked with Kim Pike before. She is thrilled to be here. Angela Lamber-Buitrago is glad for the opportunity to be here and thanks everyone for having her. Brittany Kenyon came from Berlin, Germany but was originally from Rhode Island. She stated that the school has been welcoming. Cynthia Gilman has been

many places; she is currently working with one of the students and it is a great match. She has many talents outside of the school.

Sharon Bunn was then introduced and Dr. Singer stated she is on a sharp learning curve and we are happy to have her. Ms. Bunn said she was thrilled to be here; she has wanted to live here for a long time. She has a long history of working in social services and related fields. She stated that being in the school was fun as you are in a learning environment and get to work with kids. Mary Abt was then introduced and Dr. Singer stated that we are thrilled to have her as the Performing Arts Teacher. Ms. Abt said her dream was that she would be teaching here as she subbed before. She never thought she would be able to work in Provincetown Schools. She stated that she loves the IB program as it is intense and rigorous.

The teachers then left the meeting.

### **3. Public Comments: None**

### **4. Minutes: July 8, 2014**

Move that the Provincetown School Committee approve the minutes of July 8, 2014 as printed.

**Motion by: Cass Benson; Seconded By: Liz Lovati.**

**Approved: 4/0/0.**

Move that the Provincetown School Committee approve the Executive Session minutes of June 24, 2014 as printed.

**Motion by: Cass Benson; Seconded By: Liz Lovati.**

**Approved: 4/0/0**

### **5. Superintendent's Update:**

- **Enrollment**

Dr. Singer summarized enrollment stating the total is 113. We have 13 new students. We also have 11 students who left so the net gain is two. This is an unofficial count.

- **MSBA Project Status**

As of this date, September 9, 2014, Dr. Singer sent an RFS for OPM to MSBA. The next step will be for MSBA to look it over and when it is accepted the school will go out to bid for owner's project manager. Provincetown Schools has a selection committee to review responses and interview. They will be moving along once

RFS is advertised in the Registry and the Banner. It has to be in by 10/1/2014 and hopefully they meet the deadline.

- **MASC Conference**

There is an autumn conference in Hyannis with special programming for school committee members.

## **6. Unfinished Business:**

- **PSC Retreat – Discussion**

**Anthony Brackett** stated it was common for school committees to have a retreat where issues could be addressed informally. It is a meeting that is posted where other members of the community can attend. There are things the committee should think about such as long term goals that they don't have time to do at short meetings.

**Dr. Singer** said that every year they apply to the Commissioner of Education for his sanction for her to continue as superintendent. He suggests the School Committee come up with a long term solution for superintendence in Provincetown. Maybe they should look at a restructuring of administration to explore possibilities. Discussion took place among school committee members as to what would be the best time for the retreat. It was decided Thursday, November 6, 2014 from 9:00 am – 2:00 pm would work best with everyone's schedules. Mr. Brackett will send an email to all members reminding them of this date. There will be no alternate date.

- **PSC Meeting Dates and Times**

Shannon Patrick stated there was talk about changing the meeting times. Cass Benson would like the meetings to be earlier. Discussion took place regarding a new start time and a motion was made.

Move that the Provincetown School Committee meet the second Tuesday of each month at 4:30 pm.

**Motion by: Cass Benson; Seconded By: Liz Lovati.**

**Approved: 4/0/0**

Discussion:

Superintendent Singer has a conflict with October 14<sup>th</sup> as it is Parent-Teacher Conferences. She asked about October 21<sup>st</sup>. At this point a motion was made.

Move that the Provincetown School Committee change the meeting date in October from October 14, 2014 to October 21, 2014, leaving all other meeting dates the same.

**Motion by: Anthony Brackett; Seconded By: Shannon Patrick.**

**Approved: 4/0/0**

## **7. New Business**

### **7.1 MIS Support and Funding**

Superintendent Singer provided a history as to how services were historically paid for where MIS provided all support to the school. When Scott Nagel was hired this changed as he took over much of the MIS work. Dr. Singer recommended we continue paying MIS \$20,000 as we will require their services due to new personnel.

**Anthony Brackett** asked whether \$20,000 be an annual discussion, to which Dr. Singer replied that this will probably be discussed more than one year but she is not sure how long. Dr. Singer then provided a review of what MIS has done in the past and what we are doing now, and added that the money will come out of School Choice money. She stated it is at the School Committee's discretion how choice money is used and at some point in time we may need another hardware person. After discussion, the Committee decided it was comfortable with allotting \$20,000 to MIS for support and a vote was taken; it was 4/0/0.

### **7.2 STM Articles**

Dr. Singer stated at the last Board of Selectmen meeting that they opened a warrant for Special Town Meeting which closes in October. She recommends they have an article because they did two budgets: the High School and Pre-K through 8, and this does not include Wee Care. The money is not transferable from one to the other as they set them up as two budgets in the last annual Town Meeting. They have spent \$19,354, leaving a balance of \$73,593 and they need to decide what to do with that money. They do have a student in and out of district placement that may cost them. They know the tuition but transportation is unknown. They need an article to decide what to do with the money.

Dr. Singer stated they have a student in a placement that may cost \$100,000 and in order to use the remaining High School money they will require a Special Town Meeting to ask for the transfer. She talked to the Committee about circuit breaker money which they have for each student costing more than \$40,000. Discussion continued about expenses and what they should ask for and regarding the budget and how students affect the budget. Dr. Singer stated that they need to notify the Finance Committee and the Board of Selectmen regarding the money situation. She will write a memo to the Finance Committee.

### **7.3 Contract Ratifications**

#### **7.3.1 Para**

#### **7.3.2 Office Staff**

Both the Paraprofessionals and Staff have ratified a new contract. A motion was made to ratify the contracts so comes to the School Committee for a vote.

Move that the Provincetown School Committee ratify the Paraprofessional and Staff Contracts.

**Motion by: Cass Benson; Seconded By: Anthony Brackett**

**Approved: 4/0/0**

#### **7.4 CIP:**

##### **7.4.1 Auditorium Restoration**

##### **7.4.2 Phase 2 MSBA Project**

##### **7.4.3 Phase 3 MSBA Project**

For FY16 we expect to be in Phase Two, which is the schematic design for heat and the gym roof and windows, which is now in Phase One. The Town gave the school money for a feasibility study; the result will be specs for design which will tell them what the design will cost. \$250,000 is a place holder. MSBA will reimburse the town Feasibility Study and reimbursements are at 51% which Dr. Singer anticipates will continue. Phase Three is the restoration of the auditorium which has not been restored since 1931. They need to restore it historically and bring it into the new age. Dr. Singer spoke about doing some fundraising and possibly applying for a historic preservation grant to renovate the auditorium.

#### **7.5 Votes Requested by MSBA**

**7.5.1** The committee briefly discussed advertising the RFS for an OPM. The following motion was made.

**Move to authorize the SBC to advertise the RFS for an OPM.**

**Motion by Anthony Brackett; Seconded by: Cass Benson.**

Discussion:

Liz Lovati asked for clarification regarding money to which Dr. Singer replied there is no money, but MSBA requires a certified vote for these two things. Dr. Singer stated we cannot advertise unless we authorize the study.

A vote was then taken on Mr. Brackett's motion.

**Approved: 4/0/0.**

#### **7.5.2 Vote for the signatory for the Feasibility Study Agreement**

Move to select Anthony Brackett as sole signatory for the Feasibility Study Agreement

**Motion by Cass Benson; Seconded by: Liz Lovati.**

**Approved: 4/0/0**

### **8. Other Business**

The Committee spoke of reaching out to Truro to invite them here. Dr. Singer agreed. Shannon Patrick stated the relationship between the two towns has been toxic for a long time and this would be a good opportunity.

Ms. Patrick then asked about the IB program and how it was advertised. Dr. Singer stated they have had a series of articles in papers. They also have a new committee looking at how to communicate. She said if they become visible in our community, they become visible in other places.

Ms. Patrick also asked about Beth Francis and her role as Interventionist. Dr. Singer stated Ms. Francis will be working with students in all PYP grades.

7:15 Cass Benson left the meeting.

Dr. Singer stated they are limited as to how they staff based on licensing. By creating this position, which lasts one year, they can see if the model works with a skilled teacher piloting it. It is a great opportunity on many levels.

Ms. Patrick also asked about staff changes, specifically the science teacher. Kim Pike described the changes in the science department. She talked about Mr. Hanlon and explained why he is teaching science and math, as well as the restructuring. Kim said these were positive changes.

### **9. PSC Comments**

Anthony Brackett: We are happy to have a good start to the year and are looking forward to the retreat. Thank you PTV and Mary Timmons.

### **10. Adjournment**

#### **Motion to adjourn**

**Motion:** Anthony Brackett **Vote:** 4-0-0

Respectively submitted,

Mary Timmons