

Provincetown School Committee Meeting Minutes

MAY 21, 2015

PROVINCETOWN HIGH SCHOOL BUILDING

AGENDA TOPICS

1. CALL TO ORDER: 5:05

2. ROLL CALL

MEETING CALLED BY	Provincetown School Committee
TYPE OF MEETING	School Committee Meeting
CHAIRPERSON	A. Brackett
NOTE TAKER	C. McCarthy
TIMEKEEPER	
ATTENDEES	Members: Ngina Lythcott, Kerry Adams, Liz Lovati, Cass Benson, Tony Brackett Other: Beth Singer, Kim Pike

3. Reorganization of the School Committee

DISCUSSION	Nominations for chair and vice chair		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion: C. Benson - move to appoint Tony Brackett as Chair Second: K. Adams Vote: 5-0-0			
Motion: K.Adams - move to appoint C Benson as Vice Chair Second: T.Brackett Vote: 5-0-0			

4. PUBLIC COMMENTS

DISCUSSION	none		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

5. MINUTES

DISCUSSION	Minutes from 4/14/15		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion to accept minutes: K.Adams Second: C.Benson 5-0-0			

6.1 NEW BUSINESS: Field Trip (Zumm Serrano & Nancy Flasher)

DISCUSSION	<p>Z. Serrano: Provided handout as part of her 8th grade community project, she will be....(see handout). Discussed Heiffer International Farm field trip where students experience what it's like for people living in poverty every day. Zumm recounted her experience there; cooking own meals, chores, sleeping in simple homes.</p> <p>L.Lovati asked about which adults might be going.</p> <p>N.Flasher: discussed details, referenced packet</p> <p>N.Lythcott: discussed how her family donates each year to this project</p> <p>L.Lovati: asked if there was a cost to this trop</p> <p>N.Flasher: yes</p> <p>T.Brackett: requested a presentation</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion to approve field trip: K.Adams Second: L.Lovati 5-0-0			

6.2 NEW BUSINESS: Announcement - David McGlothlin's History Teacher of the Year Award

DISCUSSION	<p>B.Singer: introduced David McGlothlin's Massachusetts History Teacher of the Year Award.</p> <p>B.Singer: This is due to his amazing creativity and dedication to teaching</p> <p>D.McGlothlin: Discussed the award process. The next step will be the national award which there are 53 history teachers in the running for. Winning the national award would provide him with additional resources, an award presentation, and \$1000 cash prize.</p> <p>B.Singer: This is a great honor.</p> <p>T.Brackett: You are an inspiration to our school community...a great recognition.</p> <p>D.McGlothlin: Thanked Kim Pike for nominating him. Very thankful to other teachers and administrators.</p> <p>L.Lovati: Asked to see the admission packet.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

6.3 NEW BUSINESS: Front Lawn Sculpture Gardens (Robert Speiser)

DISCUSSION	<p>T.Brackett recused himself. C.Benson chaired. R.Speiser: Discussed improving the semi-circle on Winslow St. by leveling off the slope. Discussed PAAM, FAWC, and other galleries to participate with sculptures. Students will be asked to participate with a focus on indigenous plantings. Raised berms, over the vault/manholes, will be constructed. Referenced plan in school board packet. It will be fully funded with no cost to the school. Unless, the school district would request and approve irrigation & lighting systems. C.Benson: Who would be in charge of the rotating sculptures? R.Speiser: The school K.Adams: What about the flag pole? R.Speiser: It would be moved. K.Adams: How far will you dig, I recall a time capsule... R.Speiser: Discussed this process. B.Singer: Referenced past discussions with FAWC and PAAM that have large sculptures they would be willing to loan. N.Lythcott: Asked about location of sculptures. R.Speiser: Discussed process L.Lovati: Asked about timeline and disruption to bussing and access to school. R. Speiser: Can begin in July or August - should be done within this time.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion: K.Adams Second: L.Lovati 4-0-0			

7.1 SUPERINTENDENT’S UPDATE: AUDITS

DR. SINGER

DISCUSSION	<p>B.Singer: Discussed the review of the DESE Audit findings. Mark Abraham was hired as the district’s internal auditor. B.Singer: Referenced his findings and corrective actions - most of which are related to the need for the school committee’s adoption of a number of policies such as student activity funds. It is the principal’s responsibility to handle these funds. B.Singer: Discussed the upcoming cafeteria audit in June and referenced the recent Special Education/ELL/Civil Rights Audits. T.Brackett: Question if a vote is needed. B.Singer: This is the audit; 8.3 in the school committee packet will require a first policy reading.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

7.2 SUPERINTENDENT’S UPDATE: SBC

DR. SINGER

DISCUSSION	<p>B.Singer: Discussed the School Building Committee feasibility study specific to solutions for the roof over the gym/1983 building - recommended black rubber roof, they are not structurally able to have solar panels - the cost to allow this would be prohibitive. K.Adams: Questioned if there was any discussion about wind power. B.Singer: Not at this point. L.Lovati: Discussed CCC’s grass mounted solar panels B.Singer: This could be an option, or with a carport design...this won’t be part of this project. T.Brackett: Discussed historical implications.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

7.3 SUPERINTENDENT’S UPDATE: RETIREMENTS

DR. SINGER

DISCUSSION	<p>B.Singer: We have several people leaving us at the end of the year; Maryanne Campagna (Social Worker), Lisa Fox (Art teacher), Nat Bull (Construction teacher?), Mark Peters (paraprofessional) B.Singer: Discussed upcoming hiring process. T.Brackett: Asked for a letter of service to these employees.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

7.4 SUPERINTENDENT’S UPDATE: Ed Lenox Retirement

DISCUSSION	<p>B.Singer: The school district attorney will be retiring. The district will remain with the same law firm. L.Lovati: Why do we need an attorney? B.Singer: Discussed several duties of a school district attorney. T.Brackett: Asked for letter of service to be sent to Ed Lenox B.Singer: Already done.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

7.5 UNFINISHED BUSINESS: End of Year

DISCUSSION	B.Singer: Referenced several school events: Seussical Jr. Musical, MCAS, several field trips, school-wide assembly on 6/9/15, 8th grade commencement on 6/12/15, 6/10/15 the World of Inquiry of students, 8th graders will be visiting high schools, 6/13/15 (6.00-9.00), will be an all-town prom to benefit the rehabbing of the auditorium - Peregrine Theatre will do a preview of one of their productions.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

8.1 NEW BUSINESS: PTA Reading Garden Proposal (Eva Enos & Stacey Rogers)

DISCUSSION	<p>S.Rogers: Discussed the grant application process for a collaborative approach to creating a reading garden. But, they didn't get that grant.</p> <p>S.Rogers: The PTA decided to fund a plan for this reading garden. Hired a landscape architect to help design a reading garden. Discussed having teachers and student involvement. Referenced the current location of a large generator and oil tanks.</p> <p>B.Singer: Responded to the need for the generator and fencing.</p> <p>T.Brackett: Pointed out that there will be propane tanks, not oil tanks, which is more dangerous. Questioned the location of a reading garden over these tanks.</p> <p>B.Singer: Referenced the fact that this is an ongoing process and the current proposal regarding the dual-furnace.</p> <p>T.Brackett: Referenced discussion with Historical Committee to avoid missteps.</p> <p>B.Singer: The architects have recommended this site as the most preferable for several reasons including piping and electricity.</p> <p>S.Rogers: We will need to wait until November, 2016.</p> <p>T.Brackett: In favor of a reading garden - opposed to changing feasibility study recommendations due to the cost of this project. Suggested waiting until the feasibility study is finished and then approved by the MSBA. There might be other sites that could be used. Also uncomfortable with kids sitting over propane tanks.</p> <p>T.Brackett: Recommended tabling this discussion.</p> <p>E.Enos: We don't want to jeopardize the building project and are willing to make adjustments.</p> <p>N.Lythcott: Asked for clarification regarding the location of the tanks.</p> <p>S.Rogers: Provided clarification.</p> <p>N.Lythcott: Agreed with Tony with regard to this idea, but waiting makes sense.</p> <p>E.Enos: We are fortunate that this process took longer and that they hadn't started the garden last year.</p> <p>T.Brackett: Discussed that the Historical Commission expressed concern about above ground propane tanks.</p> <p>L.Lovati: Are there specific guidelines?</p> <p>C.Benson: At some point there might need to be a compromise...can't we take a parking space and put it there?</p> <p>T.Brackett: Discussed the inability to putting it by the road...</p> <p>C.Benson: Let's not assume anything...let's explore possibilities....</p> <p>B.Singer: Discussed the need for an estimate of removing triangle flower boxes and research what could be put down that kids could play on, but that wouldn't decompose. Awaiting a proposal to bring to school committee.</p> <p>L.Lovati: Who would pay for this?</p> <p>B.Singer: It depends on the recommendation. We need a second place for kids to play.</p> <p>S.Rogers: Asked about using a recycled material.</p> <p>B.Singer: We could look into this.</p> <p>S.Rogers: If everything gets ripped out, will it be possible to plant?</p> <p>T.Brackett: There are a lot of options.</p> <p>B.Singer: Would like them to look at the space between the back steps and the school.</p> <p>K.Pike: Discussed the ability to utilize this space for a variety of purposes including an open classroom.</p> <p>E.Enos: Can we get an access code to get into the building?</p> <p>K.Pike: We could look into using a fob.</p> <p>B.Singer: One issue is that there is a policy regarding the need for a custodian in the building if there are people in the building.</p> <p>T.Brackett: Reiterated the point that the PTA should not spend any money until a project has been approved.</p>
CONCLUSION	

S			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

8.2 NEW BUSINESS: Student Activity Funds Policy Manual

DISCUSSION	<p>B.Singer: Referenced first reading of the Student Activity Funds Policies Manual including the school committee’s responsibility including an audit. C.Benson: What does this audit cost? B.Singer: The interest accrued from this account typically pays for this.</p>		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

8.3 NEW BUSINESS: Parent-Teacher Conferences (L.Lovati)

DISCUSSION	<p>L.Lovati: Is it possible to encourage increased time for MYP parent-teacher conferences? Everybody was running behind. K.Pike: This is a half-way approach between trimesters specific to talking about goals. Discussed with teachers this process of having a team approach. Maybe combining disciplines in a team approach whereby students are presenting. L.Lovati: I'd rather have 20 minutes with the core teachers. K.Pike: You can always make appointments with teachers. B.Singer: You are looking for more time with CORE teachers. N.Lythcott: If you can only meet with one core teacher one time and then the next time... B.Singer: All subjects need to be equal following the IB approach. L.Lovati: The resounding feeling from parents is that they want to talk about core subjects. T.Brackett: Encouraged utilizing individual time with parents. L.Lovati: Referenced the problem of running behind during these conferences....we need to let everyone know about this process. K.Pike: A survey might be appropriate to gain information from parents. T.Brackett: Maybe a note can go to the parents regarding the IB process and take to take advantage of individual time with parents.</p>		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

8.4 NEW BUSINESS: Science Fair/History Fair for next year (T.Brackett)

DISCUSSION	<p>T.Brackett: I think that this a great way to get parents into the school...to get people from the community involved. K.Pike: Referenced the energy fair. T.Brackett: Very aware of how people are very busy, but please keep in mind that parents might help organize these (including himself). K.Pike: There are opportunities with retirements to think outside of the box.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

8.5 NEW BUSINESS: Spelling Bee - After School Activity (A.Brackett)

DISCUSSION	<p>B.Singer: Referenced a successful fundraising team approach to a spelling bee in Northampton K.Pike: Referenced the trivia fundraiser in another school. B.Singer: This might be a fun fundraiser for the auditorium. N.Lythcott: Sounds like a great idea. K.Pike: Referenced committees who would find teams within the community. T.Brackett: I'd still like a spelling bee.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

8.6 NEW BUSINESS: Bid Awards for LP gas, #2 fuel oil, and milk

DISCUSSION	B.Singer: Referenced the bids in school committee packets.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
<p>Motion to award #2 fuel oil bid to Cape Cod Oil: T.Brackett Second: L.Lovati 3-0-0</p> <p>Motion to award milk bid to Garlick Farms: T.Brackett Second: L.Lovati 3-0-0</p> <p>Motion to award LP gas bid to F.A.Days and Sons: T.Brackett Second: L.Lovati 3-0-0</p>			

9. PUBLIC COMMENTS - reopened

DISCUSSION			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

10. OTHER BUSINESS:

DISCUSSION	<p>L.Lovati: Stressed the importance of explaining that the Costa Rica trip is not a vacation. N.Lythcott: Should there be an article in the Banner? K.Pike: Agreed, then provided a detailed overview of this trip - referenced past trips. Discussed past students' transformative experiences during this trip. It's a gift, but their working for it too.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

11. PSC Comments

DISCUSSION	<p>N.Lythcott: I'm feeling welcomed, thank you. We have covered a lot. It feels like this will be a wonderful ride and I'm excited to be here. T.Brackett: Congratulated David McGlothlin; enjoyed working with Mary Abt - it's amazing that she has found so many people to help -I'm happy that she's part of the team here.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

12. ADJOURNMENT:

6:52

Motion to Adjourn: N.Lythcott

Second: L.Lovati

Vote:3-0-0