

Provincetown School Committee Meeting Minutes

SEPTEMBER 8, 2015
 PROVINCETOWN HIGH SCHOOL BUILDING

5-0-0

MEETING CALLED BY	Provincetown School Committee
TYPE OF MEETING	School Committee Meeting
CHAIRPERSON	A. Brackett
NOTE TAKER	K.Pike
TIMEKEEPER	
ATTENDEES	Members: L. Lovati, A. Brackett, N. Lythcott, Cass Benson, Kerry Adams Others: B. Singer, K.Pike

1. CALL TO ORDER at 4:34 pm by Tony Brackett, Chairperson
2. ROLL CALL - Member present: L. Lovati, A. Brackett, N. Lythcott, Cass Benson, Kerry Adams Administration: B. Singer, K. Pike

PRESENTATION OF NEW STAFF

DISCUSSION	Tony asks to move presentation of new staff prior to Public Comments K.Pike introduces: K. Kevelson (5-8 math); S. LaSelva (Grade 1); M. Jalbert (School Adjustment Counselor); A. Lee (STEAM); P. Lesser (MYP Para); Kim Rowe (MYP Para)		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE	K.Pike		

3. PUBLIC COMMENTS

DISCUSSION	NONE		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

4. MINUTES

DISCUSSION	MINUTES FROM 7/9/15 APPROVED 4-0-1 MINUTES FROM 7/30/15 APPROVED 5-0-0 MINUTES FROM 8/26/15 APPROVED 5-0-0		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
7/9/15 Move to Accept: Kerry Adams Second: Cass Benson 7/30/15 Move to Accept: Cass Benson; Second: Liz Lovati 8/26/15 Move to Accept: Kerry Adams; Second Ngina Lythcott	Dr. Singer		

5. SUPERINTENDENT'S UPDATE: OPENING DAYS

DR. SINGER

DISCUSSION	Migrated from Outlook to Google Emails: Initial of first name and then last name @provincetownschools.com 4 Days of Professional development including Mindfulness Led by Nurse Kristen and Monica Jalbert Today we welcomed our students. Very exciting for all.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

5. SUPERINTENDENT'S UPDATE: ENROLLMENT UPDATE

DR. SINGER

DISCUSSION	Total enrollment 119 PK-8 MYP enrollment is 52 (up by 21 students)		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE	DR. SINGER		

5. SUPERINTENDENT'S UPDATE: BUILDING PROJECTS

DR. SINGER

DISCUSSION	<p>Garden/Tree - Sculpture garden area already looks beautiful. Grass will be planted tomorrow; walkways not in. Dr. Singer apologizes publicly for removing the diseased elm tree. Have asked for permission to plant new trees/bushes from tree warden and permission to prune remaining trees so that they stay healthy.</p> <p>MYP students will help choose indigenous plants to be planted. Include species that are low maintenance as well.</p> <p>Auditorium - Peregrine Theater will be ending their run here next week. Seeing Betty Buckley here on our stage made Dr. Singer aware of the great potential to have performances here. We need air conditioning. Curtains are in the process of being made. Paid for with Community Preservation.</p> <p>Next step will be a large screen.</p> <p>Dr. Slinger let them know that this will be a multi year process.</p> <p>MSBA project - next step is a community outreach to bring members of our greater community into the school to tour and see the need. Scheduled for September 24th at 5 pm. It will be on special town meeting warrant. The more people that understand it the better.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
	Dr. Singer		

6.1. UNFINISHED BUSINESS - FY 15 - Appropriated Budget Balance

DR. SINGER

DISCUSSION	School Year '15 \$14, 748. in excess will be returned to the town to the general fund. The less return (the smallest we have returned in recent years) is attributed to the tighter budget.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

6.2. UNFINISHED BUSINESS - PREPARATION FOR SPECIAL TOWN MEETING

DR. SINGER

DISCUSSION	We need to educate the community (powerpoint) - Dr. Singer will do a presentation		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion to form a subcommittee to work on presentation: Tony Brackett. Second: Ngina Lythcott Tony proposes Cass and Tony be on the subcommittee with agreement of the PSC.			

6.3 COMPREHENSIVE PROGRAM REVIEW ACTION PLAN

DR. SINGER

DISCUSSION	ELL - PS received a perfect review. SPED -3 items out of 58 possible in SPED - example:(didn't have in our handbook a specific 45 day placement for a student at will.) That should be the end of auditing for 3 years.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

6.4 SUPERINTENDENT'S EVALUATION

DR. SINGER

DISCUSSION	Tony Brackett: Standard I - Exemplary. Adjust programs and curriculum through data. Focused and excellent leader Standard II - Exemplary. High area of mastery. Learning is number one basis. Confident and worked well with budget and presentation. Brought us to a transparent. Standard III - Exemplary. Welcome in the school and classrooms. Efforts such as sculpture garden and Peregrine Theater. Seeks staff support. Standard IV - Exemplary. Sets high goals for herself and staff. Has a positive impact on the overall culture of school. Her attention to detail is outstanding and she gives more than is requested. Submitted by PSC and Tony Brackett on August 28, 2015		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

7.1 NEW BUSINESS: REVOLVING ACCOUNTS

DR. SINGER

DISCUSSION	Presentation by Dr. Singer of Revolving Accounts. PSC asks that Dr. Singer prepares a list with recommendations.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Dr. Singer will make recommendations at next meeting.	Dr. Singer		

7.2 NEW BUSINESS: SURPLUS EQUIPMENT (pianos, lathes)

DR. SINGER

DISCUSSION	2 Pianos need to be surplus. If someone wants to come and pick them up please contact Dr. Singer In the shop there are two lathes that could Vote to surplus		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Motion to surplus pianos: Kerry Adams Second: Liz Lovati Vote: 5-0-0 Motion to surplus lathes: Kerry Adams Second: Ngina Lythcott Vote: 5-0-0			

7.3 NEW BUSINESS: PSC RETREAT

DR. SINGER

DISCUSSION	Recommendation to conduct a retreat: Focus on District Goals. Dr. Singer would like to invite the group, or subgroups...to walk around the school.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Retreat: Dr. Singer will put out some dates in the month of November. Invitation to PSC to visit school/classrooms: Dr. Singer will put out dates.	Dr. Singer		

7.4 NEW BUSINESS: SPECIAL EDUCATION PROGRAM PLAN

DR. SINGER

DISCUSSION	PSC: Read the 20 points of the Plan.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Tony will have PSC vote online.	Dr. Singer		

8.1 OTHER BUSINESS: Any other business that shall come before the Board and could not be anticipated within the 48-hour minimum posting requirements of the Open Meeting Laws.

DISCUSSION			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

9. PSC Comments

<p>DISCUSSION</p>	<p>Kerry - Thanks to Beth and Kim for getting things ready for new year. Ngina - Grateful to meet the new teachers today. Its not always easiest to have so many new staff but it will be tremendous. Liz - Appreciates all the efforts to get new staff in. Cass - Our school is an asset to our community...hopes everyone sees that. Thank you. Tony - Agrees with everything that has been said. Hopes finance committee and selectman take note and have the school be a part of the town's future Motion to move into executive session.</p>				
<p>CONCLUSIONS</p>					
<p>ACTION ITEMS</p>	<table border="1"> <thead> <tr> <th data-bbox="933 436 1323 478">PERSON RESPONSIBLE</th> <th data-bbox="1323 436 1534 478">DEADLINE</th> </tr> </thead> <tbody> <tr> <td data-bbox="933 478 1323 613"> <p>Tony Brackett: Motion to move into executive session at 5:24 to discuss personnel issues Second: Ngina Lythcott. VOTE: 5-0-0</p> </td> <td data-bbox="1323 478 1534 613"></td> </tr> </tbody> </table>	PERSON RESPONSIBLE	DEADLINE	<p>Tony Brackett: Motion to move into executive session at 5:24 to discuss personnel issues Second: Ngina Lythcott. VOTE: 5-0-0</p>	
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10. ADJOURNMENT

5-0-0

Provincetown Schools Committee

Executive Session

RE: Personnel issue

September 8, 2015

Meeting Called to order by Tony Brackett at 5:44 pm

Members Present: Kerry Adams, Ngina Lythcott, Liz Lovati, Cass Benson, Tony Brackett

Administration: Dr. Beth Singer, Kim Pike

Dr. Singer informed the committee that Chad McCarthy has had a recent personal crisis and has resigned from his position as a Informational Technology Specialist. Although he was happy here in Provincetown Schools, he is not able to continue.

The position has been posted in SchoolSpring, it will post in the paper this week.

We have hired a sub to cover the teaching part of the assignment until a suitable replacement can be found.

Motion to adjourn: Tony Brackett

Second: Ngina Lythcott

Vote: 5-0-0

Meeting adjourned at 6:08 pm.