

Provincetown International Baccalaureate World (IBW) Schools

School Committee Regular Meeting Minutes March 4, 2020

1. Call to Order - 4:34 pm
2. Roll Call - Eva Enos, Liz Lovati, Adrianna Stefani, Ngina Lythcott, Penny Sutter, Suzanne Scallion (Superintendent)
3. Teacher/Staff Presentation - Bonnie Schumacher Pre-K teacher presentation. A motion to adjourn the meeting to see the presentation made by Eva, Penny seconded 5-0-0. Reconvened 4:40 pm.
4. Public Comments - none
5. Review of Minutes
 - February 12, 2020 Motion for approval Liz, Adrianna seconded Vote 5-0-0, approved.
 - February 18, 2020 Motion for approval Liz, Adrianna seconded. Vote 5-0-0, approved.
6. Superintendent's Update - Dr Scallion
 - 6.1 Entry Plan update - Schools Survey will be on the website next week, a hard copy will be available.
 - 6.2 Current Budget update - Report presented and discussed. We are on target.
 - 6.3 Other - Costa-Rica trip postponed due to the spread of COVID-19, it may be rescheduled or another trip coordinated.
 - Corona Virus - Suzanne has had teachers introduce the importance of hand washing, elbow bumps, a more thorough cleaning protocol is in place, staff/teachers reassuring students that they are safe. Plans are coming together for students to take homework packets, tablets, to prepare for the possibility of an extended quarantine. The internet providers are being asked to offer free internet for that time. Suzanne is in contact with the CDC.
7. Principal's Update - Jeff Slater presented math score data and rubric for identifying students' concerns and interventions to address those needs. There are also plans for teachers to have an opportunity to observe best practice teaching on the cape. We are at the level where we could be an exemplar for other schools.

Rick Gifford (MYP) Middle Years Program Coordinator Grades 6,7,8 and STEAM and Design Teacher. and Beth Francis (PYP) Primary Years Program Coordinator and Literacy Interventionist shared information regarding the timeline for upcoming IB re-authorization. The first part is a self-study which needs to be completed by 12-1-20. The IB organization evaluates schools every 5 years.
8. Unfinished Business:
 - 8.1 Student Handbook - The School committee requests a draft will be completed in June, and ready for a vote at that meeting, and for distribution in the next school year.
 - 8.2 ELC Handbook - A draft requested to be presented to the committee with the School Handbook.
9. New Business:
 - 9.1 PSC Evaluation - Eva will send a link for a survey to be completed by each committee member. Results will be compiled into a report by our MASC representative.
 - 9.2 Superintendent Evaluation - Progress to date shared.
 - 9.3 School Choice - The option to allow families living outside Provincetown to choose our school as their school-of-choice were discussed. A motion was made to accept school choice with a cap of 20 PYP(K-4), and 24 MYP(5-8) by Adrianna, Ngina seconded. Vote 5-0-0, approved.

School Choice money-Using school choice money for proposed listed items and repairs was discussed. A motion was made by Eva that we not authorize School Choice funds be used for the sidewalk repair, the gym leak to date and any future anticipated costs to fix the gym leak and are paid from the operating budget. Ngina seconded. Vote 5-0-0, approved

Proposed use of School Choice funds were presented and will be voted on at a later date.

 - SIMS(Student Information Management Systems) discussed. Bids will be provided.
 - AC in Gym to extend the use of that location, for students/seniors/shelter/rentals
 - Office space: Creating another space for locked files, and privacy.
 - IB Conferences, travel for teachers to other locations
 - School signage needs to be updated and corrected to add the full name
 - New sign over the gym, May 22nd rededication of the gym.
 - Marketing: backpacks, tee shirts, street banners, parades.

Provincetown International Baccalaureate World (IBW) Schools
School Committee Regular Meeting Minutes March 4, 2020

Page 2 of 2

- Advertising: CCTimes, presentations/tours will be advertised, magnets/paintings for buses,
 - Additional Improvements needed: wooden bleachers, tech upgrades phones, gym curtain, shower curtains for the locker-room,
 - Personnel: Guidance for School Choice for our students attending other schools, and for those coming into Provincetown from other towns job description. A motion to authorize moving forward to use School Choice funds to pay for a Guidance Coordinator for one year. made by Ngina, Adrianna seconded. Vote 5-0-0 , approved.
- 9.4 Student Opportunity Act Motion for SOA monies be used for summer school made by Liz, Ngina seconded Vote 5-0-0 , approved
- 9.5 Need for additional transportation options for transportation discussed, 2 vans, one with a wheelchair lift(student here '20). Options and bids will be presented to the committee.
- 9.6 Costa Rica funding, The trip has been postponed
- 9.7 Audit - Both 2018 and 2019 need to be closed and audited. Will bring forward proposals for that.
- 9.8 Summer School: 4 days a week, AM at the school, afternoons at Recreation or possibly West End Racing Children's Community Sailing Program, Math: STMath/Math 180 introduction
- 9.9 ELC Calendar - recommendations presented
- 9.10 Policies to be removed as recommended by MASC
JLA - Student insurance program
JLD - Guidance program
JP - Student gifts and solicitation
- A motion was made to remove policies JLA - Student insurance program, JLD - Guidance program JP - Student gifts and solicitation by Ngina, Eva seconded, Vote 5-0-0, approved.
- 9.11 Policy BEDG Public Comment at School Committee Meetings. A motion was made to approve with corrections BEDG by Penny, Ngina seconded. Vote 5-0-0 approved
- 9.12 Policy IC/ICA School Year/School Calendar - Motion to table Eva, Adrianna seconded. Vote 5-0-0 approved
- 9.13 Policy ID School Day - Motion to table Eva, Adrianna seconded. Vote 5-0-0 approved
- 9.14 Policy IE Organization of Instruction - Motion to table Eva, Adrianna seconded. Vote 5-0-0 approved
10. PSC Comments
11. Adjourned at 6:37 Motion by Adrianna, Ngina seconded Vote 5-0-0