

**Provincetown International Baccalaureate World (IBW) Schools
School Committee Special Teleconference Meeting Minutes July 8, 2020**

Due to the restrictions put in place by the governor, this meeting was held through teleconference.

1. Call to Order - 2:07 pm

2. Roll Call - Eva Enos, Liz Lovati, Ngina Lythcott, Penny Sutter, Adrianna Stefani (joined the meeting at 2:20 PM) Staff present: Suzanne Scallion (joined the meeting at 3:00), Tim Reynolds, (Principal) Edgar Miranda (Early Learning Program Director)

3. Public Comments - None

4. Review Minutes -

Minutes for 6-24–20: Eva made a motion to table the meeting minutes 6-24–20, Ngina seconded, Vote approved 4-0-0.

5. Leadership Update - Dr. Scallion

5.1 Dr. Scallion - Dr. Scallion shared that there will be 5 plans for reopening. She received responses to the survey of the remote learning program, the students that may not return, and what concerns are for reopening. Another survey will follow for the reopening and family input for what their concerns are. The recent survey was discussed.

We will be advertising for an infant toddler teacher.

Dr. Scallion shared her sincere appreciation for Eva and her dedication to the school committee and her ability to collaborate and be a support for the team.

5.2 Principal's Update - Dr. Reynolds shared that the summer school program has started remotely. He has applications for student to enroll through school choice. The custodians are assisting as old materials are removed from the building.

Handbook will be updated and forwarded to the committee at a future date.

5.3 ELC Update - Edgar Miranda - The State has chosen vendors for schools to use for Personal Protective Equipment (PPE) orders. They will be submitted in the next few weeks. PPE requirements were discussed. Families were contacted for feedback regarding fall programming. Their comments were discussed. The ELC is part of the school and therefore bound by the directives of the State Department of Elementary and Secondary Education (DESE). We are not able to open the ELC as other private daycare providers. A discussion of this ensued.

5.4 Special Education Update - Jeff Slater - Ten families are interested in our school program through School Choice. Mr. Slater coordinated the search for a new school psychologist, a name will be put forward for consideration. Mr. Slater presented the Social Emotional Learning Re-entry Plan to work in concert with the school reopening plan. The plan was discussed. Bussing was discussed.

6. Unfinished Business -

6.1 Contract Amendments related to Coronavirus Pandemic and Facility Closure - Dr. Scallion - this will be discussed in the future.

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6.2 ELC Re-Opening - Edward Miranda - The State DESE (Department of Elementary and Secondary Education) organization has not determined when the program can open up. No vote was taken.

7. New Business. -

7.1 Budget Update - Suzanne Scallion shared the work that has been done within the office to evaluate the future and past budgets, audits, and other accountability work. Budget information is being entered into systems so for the upcoming year there will be more transparency and accountability. Both 2018, and 2019 are completed and were submitted as needed to the State.

7.2 Disposal/Sale of outdated and broken materials - Selling materials as possible or disposing of them in the most environmentally conscious way was discussed. A motion to approve the disposal of the items on the list plus the oven with the environment in mind and at the discretion of the people who created the list was made by Eva, Adrianna seconded. Motion approved by a vote of 4-0-0.

7.3 Superintendent Evaluation Process - Adrianna shared information for how the evaluation will proceed. The evaluation will be completed by the end of August. Adrianna will take a lead on this, working closely with MASC.

Dr Scallion will be evaluated on **goals** and **standards**; 4 district goals (IB, improvement in math, premier soccer program, NAYEC accreditation for the ELC), and on her 3 goals (IB, math, district plan) Standards: Instructional Leadership, Management and Operations, Family and Community Engagement and Professional Culture. Dr. Scallion will be asked to do self-assessment that will be the base for the survey.

8. PSC Comments - The committee is grateful for everyone's hard work. Thankfulness was shared for the leadership Eva has offered to the committee. The administration has risen to the challenge. We all are a diverse group working toward a single goal. Thank you for the hard work, and to the participants.

9. Adjourned: A motion to adjourn at 3:16 made by Eva, Penny seconded. Vote 5-0-0 approved. Next SC meeting Wednesday July 22, 2:PM.

Minutes submitted by Penny Sutter