

**Provincetown School Committee Meeting
Veterans Memorial Elementary School
Library Media Center – Room #73
2 Mayflower Lane
Provincetown, MA 02657**

**Tuesday
October 6, 2009
5:00 p.m.**

Members Present: Kerry Adams, Vice Chair; Peter Grosso, Chair,
Carrie Notaro, Shannon Patrick; and Debra Trovato.

Members Absent: none

Staff: Dr. Beth Singer, Superintendent
Kim Pike, District Principal

The meeting was called to order at 5:09 p.m.

AGENDA

Public Comments

There were three.

1. Polly Saunders, the COA's travel coordinator, had many questions to ask the School Committee because she's supportive of Provincetown schools. She started by asking why aren't we a magnet school or why we can't have a charter school or a private school. She then launched into many ideas, i.e., why can't we have a culinary arts department and have lunch open to the public and also offer local chefs a showcase for their art; an engineering course, an architecture course, a boat building course, master cabinet builders, courses in nursing, majors in languages, also French, Spanish, German, Asian, a course in management of hotels, courses in oceanography, courses in science such as landscaping, birds, trees. Continuing, Polly also wanted courses in banking, investments, loans & businesses, courses in music because we have several local groups who have free concerts. She then mentioned Henry Fisher who has a jazz group, Burt Weiman, Jon Arterton and she'd like to see the school more involved with all the aforementioned groups.

Peter Grosso said that the Committee does not respond to public comments but do take them under advisement Polly was told that she will get a reply and the subject will appear on a future agenda.

2. Laurie Stuart (not sure of spelling of surname) spoke next and requested that the School Committee meetings occur no earlier than 5:00 p.m. She said that she had to leave her office a few minutes earlier to attend. Then she said that she had read the minutes of the September 8th meeting very carefully and she wanted to know how many computers were purchased and were those funds in

the FY10 budget? She further asked how many computers and how much. Ms. Stuart further asked, “Do you expect to put it into next year’s budget because you’ve spent money you don’t have?” “If it’s not in this year’s budget – then nothing is a real deal if you don’t have the money to pay for it.”

Peter G., once again said that we won’t respond at this time. Laurie then wanted to know at what meeting it will be discussed.

3. Shannon Patrick, a member of the Committee, said that when she got the luncheon calendar for the month, she was very disappointed with the offerings from the cafeteria, i.e., soup and sandwich listed many times. She felt that it’s not a very creative menu.

Minutes of September 22, 2009:

Motion: Move to accept the minutes of September 22nd as amended.

Motion: Kerry Adams Seconded: Debra Trovato Vote: 5-0-0.

5. Superintendent’s Update:

• Flu Mist Update

The flu mist happening was originally scheduled for end of September but the flu mist is not being distributed as yet. The new plan is that we will wait until we have the vaccinations in hand and send out a new mailing. It’s hard to know how long we will have to wait but Beth imagines it will be soon. As soon as all the vaccine dates are in place, Dr. Singer will update the School Committee.

• Corrective Action Plan

The Massachusetts DESE did a program review focusing on Special Education, English Language Learning and Civil Rights. Over the summer we received the report and had 20 days to give them a corrective action plan. Many items that needed attention were things that had been partially implemented but not necessarily documented. What they asked us for was a narrative on correction, the person responsible, the time frame for correction, and evidence that this was happening, and an internal monitoring system.

The ELL piece was done by Helena Ferreira and the Superintendent. The evidence that will be given is mostly a series of forms and documents, i.e., forms to notify people of meetings, forms for parents, etc. Teachers are required to have training in English language learning. Teachers also need that training for their re-licensing so it is required and not unnecessary. There is a limit of how many people can be sent. We are sending 4 people and there are 2 opportunities a year so another 4 people can attend in the future.

The Civil Rights piece of the Corrective Action Plan was completed by the Superintendent and Maryann Campagna. The big issues relate to the student handbook and a lot of documents that need to be put in place and kept in a formal way. A lot of this problem is because we don’t document what we do, so the big need is in documentation.

Special Ed had the most issues. We don’t meet the specific time rules, and again, proper documentation. We’re working on that and we’ve moved the secretary to a more secure location so she will be less subject to interruption.

Peter G. asked, “How does the state know how we’re doing?” Response: By August 2010 all this has

to be done. Some things will be done in January, some in June but the deadline is still August 2010. One document is the district accommodation plan - we will have 3 ring binders full of plans. The state may ask for a redo, but until Beth gets a response to the plan we won't know. She estimates that they will find out in about two-four weeks after the submission.

Debra commended Beth and Maryann for the extraordinary amount of work involved in the Civil Rights section. Debra also asked about the Kurzweil referred to in the text. Beth said that it's a software package which changes text into digitized text. You scan material and it reads out loud to the student. It's an amazing complex program for reading. You buy it by numbers of licenses and we put it into the computer system.

It's not inexpensive but it doesn't require a teacher which is far more expensive. Debra wanted to know if it would be accessible to all students? Beth said that we're only buying 2 licenses but yes, it will be accessible to all students. The cost of the software was then asked and the answer was that it was 7 or \$8,000 but it's being purchased with recovery money.

Debra was also worried about the deadline but Beth said what she has submitted is a plan on how we're going to accomplish this. Typically they have issues with inadequate evidence or inadequate monitoring and these issues will be addressed. Beth also encouraged members of the School Committee to call her with questions as they read it.

• **October 1, 2009 Enrollments**

Beth said, "It is what it is." And then asked if this is the format you want to receive the information in? Or do you want more information or less information? Other places do it with more demographics, i.e., gender, race, etc. We have children as far away as Dennis and Brewster.

Carrie Notaro asked how many are new students – were there any gains? and a comparison from year to year.

Beth said that it's no secret that there's been a continuous loss of students. Carrie would like to know how many have been lost from each grade and not necessarily from specific towns, etc.

• **Transportation of Truro students to high school**

Beth said that she's seeking counsel from the committee. Currently we have a School Choice bus that picks up Truro students. Students from Truro who are tuitioned here are transported from Truro. That bus arrives earlier than is optimal for us. The original plan called for both schools to start at 8 in the morning but the children are arriving here a little after 7:00 a.m. Question from Beth: "Would you be willing to alter that arrangement in the future? If we could do that route it would probably cost them less. Kerry asked, "Why wouldn't we want to do that?"

Beth said we could do it for a low bid and then we could control the time they arrive. It would be better for them and better for us.

Carrie asked who pays for the teacher time to monitor these early arrivals. Beth said that it's covered by differentiated time.

Motion: Move to look into the aforementioned option.

Motion: Kerry Adams Seconded: Debra Trovato Vote: 5-0-0.

Unfinished Business:

Job Descriptions:

School Social Worker/ School Adjustment Counselor – 2nd Reading

Motion: Move to accept the Social Worker/Adjustment Counselor job description as written.

Motion: Kerry Adams Seconded: Shannon Patrick Vote: 5-0-0.

Guidance Counselor – 2nd Reading

Motion: Move to accept the job description for Guidance Counselor as amended (just add #8).

Motion: Kerry Adams Seconded: Carrie Notaro Vote: 5-0-0.

New Business:

Athletic Uniforms - Surplus Property – Beth said that there's a surplus of old uniforms. They are old and there are a lot of them – what do you want done? We can discard them, give them away, or sell them. Carrie wants to try selling them and the 1st preference is to generate money.

David McGlothlin suggested that - before you sell off everything – maybe pull out some of the uniforms and save some of them. You could do an event at half time – invite people back and retire the # of a former star and/or donate some of them to the museum? It was decided that Dave, Debra and Shannon would research the uniform issue and report back to the Committee at a future date. Uniforms not selected as “useful” will be available for sale, the committee will decide what to do with unsold items at a future date.

Job Descriptions:

Teacher – 1st Reading

Athletic Director - 1st Reading

Library Media Specialist – 1st Reading

Assistant to Principal – 1st Reading

Kerry asked Beth if there are any particular things you should call to our attention? Beth said that we had a combined site manager for sporting events with athletic supervisor. She won't bring that forward until you look over the athletic director's job description and decide if you still want to pursue a site manager.

Carrie wants to know - how are we doing on tardy students or rather students who are continually tardy.

Beth said that now there is a process CHINS and this is one more layer in dealing with the problem. Kim said that she looks daily and if she notices a pattern then she contacts parents. If it's a family situation and for many people it is, we are grateful that they get here. Carrie asked about lunches, again, and was asked by Beth to wait for November when enough data has been collected. She also said that there are students every day for breakfast.

Carrie said that there was a great job done at the elementary open house. Beth felt there was a lot of

positive energy.

Some of the Committee members would like an agenda item **Other** reinstated. Beth said that it was not an efficient way to conduct a meeting. Kerry also said that it opened up the meeting to any subject that no one was prepared for and led to endless meetings with no definite conclusions.

Debra said that one of her concerns is that the MCAS scores are analyzed to a fare-thee-well but the material is not disseminated to aid the child in the deficiencies s/he encountered on the MCAS test. Shouldn't this material be used to aid the child in any remedial work needed and be used in a meaningful way? She would also like to see the several websites for guidance put on the website. Beth said that soon there will be a guidance newsletter for juniors and seniors.

Shannon would like the 4Cs programs put on a future agenda and will address all the questions.

**NEXT SCHOOL COMMITTEE MEETING
TUESDAY, OCTOBER 27, 2009 AT 5:00 P.M.**

The meeting adjourned by popular vote at 6:30 p.m.

Respectfully submitted,
E. Rogers Gaudiano

Approved by the School Committee on October 27, 2009

Peter Grosso, Chairperson