

PROVINCETOWN SCHOOL COMMITTEE

Meeting of May 13, 2003 Meeting held at Annex Building

Present: Terese Nelson, Peter Grosso, Debra Trovato and Frank Wills.

Members Absent: Molly Perdue (excused).

Others Present: Dr. Colette Traylor (Superintendent), Edward Boxer (PHS Principal), Anthony Teso (VMES Principal) and Sheila Colburn (Recording Secretary).

REGULAR SESSION

The Chair called the meeting to order at 6:37 PM.

REORGANIZATION:

Peter Grosso made the motion for Terese Nelson to continue as Chair of the Committee; Frank Wills seconded; so voted 3-0.

Frank Wills nominated Peter Grosso as Vice-Chair; seconded by Debra Trovato; so voted 3-0.

Frank Wills volunteered to be the Committee Secretary; so voted 3-0.

PUBLIC COMMENTS:

William Rogers gave the Committee information about the Grace Hall Parking lot for their perusal. He stated that by law the care and control of the lot falls to the school. He will look into the matter more thoroughly and will keep the Committee updated and supply them with further documentation.

Frank Wills asked William Rogers if he would continue on the Long Range Planning Committee as a citizen, Mr. Rogers agreed.

MINUTES:

Frank Wills made the motion to approve the minutes of March 18, 2003 as printed; Peter Grosso seconded; so voted 4-0.

Peter Grosso made the motion to approve the minutes of April 15, 2003 with the following corrections: under educational update: add the words "with site council" at the end of the first paragraph and delete the word "perfectly" in the second paragraph; seconded by Frank Wills; so voted 4-0.

EDUCATIONAL UPDATE:

- Dr. Traylor gave the Committee an update on the **status of Department of Education's six year audit** as follows: two members of the State Department have been in the school system this week. They will be here for a full week. They randomly selected personnel as well as parents of SPED students. The State Department will contact parents who requested to be heard so they can express their opinions. The Civil Rights Audit is another component of this audit.
- **The Atlantic Center for the Environment Grant Award** of \$500 was awarded to Mr. John Hanlon to purchase equipment for students to test water quality in class. The Chair requested that Mr. Hanlon include in the Foghorn all grants that he is awarded.
- Mr. John Hanlon was also awarded the **Commonwealth of Massachusetts Executive Office of Environmental Affairs Certificate of Merit**. This was awarded to the Provincetown High School Environmental Class for its Invasive Species Survey. Dr. Traylor and the Committee applauded Mr. Hanlon for all his good work with the students.
- A **Certificate of Occupancy** was given for the lower level of the high school. Unfortunately, a trench had to be dug in front of the Industrial Arts shop and the building cannot be accessed safely.
- The Committee was given a copy of the **PHS Foghorn** published in the Banner. The publication was a cooperative effort between Carol D'Amico, language arts teacher at PHS, and Sally Rose of the Banner. Dr. Traylor informed the Committee that the seventh show with WOMR has been taped. Next school year she hopes to involve some students in these radio shows: poetry readings, choral, instrumental music, etc. Dr. Traylor received a thank you from Father Dahl of Saint Peter's Church for the welcomed and unexpected donation from the School Committee.

- Dr. Traylor gave the Committee an update on the situation involving PHS softball and baseball players with Nantucket. Mr. Boxer received a letter from the Principal of NHS outlining the strategy and consequences he will be implementing to assure this type of incident will not be repeated.

UNFINISHED BUSINESS:

The Committee was given additional information on **athletic expenditures** for its perusal.

NEW BUSINESS:

7.1 Rick Leighton gave the Committee copies of the K-12 **Social Studies Curriculum.**

He briefly went over the information and informed them that it was within the Massachusetts frameworks. Debra Trovato made the motion to accept the K-12 Social Studies Curriculum guide; Frank Wills seconded; so voted 4-0. Dr. Traylor thanked Rick Leighton for his exemplary services to the district and wished him the best of luck.

7.2 Jon Gilmore, Director of **Community Development for the Town of Provincetown, addressed the Committee. He would like to engage different community groups to discuss how they see their community. He would like input from the Committee.**

7.3 Dr. Traylor requested that the Committee appropriate the amount to pay the **Technology Director for the next school year, to be paid out of school choice funds, not to exceed \$65,000. Some outstanding candidates have been interviewed with the skills necessary to upgrade our system. The person hired would be responsible for fusing technology into the system and to aide staff in software purchasing that will be necessary to better prepare our students. There will be a certified Technology Teacher under the Director. Peter Grosso made the motion to appropriate the sum, not exceeding \$65,000, for the Technology Director; seconded by Frank Wills; so voted 4-0.**

7.4 A request has been made for some of our students to participate in a trip through **Interconnection 21. This group is not involved with the system and all materials received were vague and did not have a definite location nor an agenda. Frank Wills made the motion to write the person who contacted us about Interconnection 21; thank him for his interest; and, inform him that the Provincetown School Committee voted not to participate in this activity; seconded by Peter Grosso; so voted 4-0.**

7.5 Dr. Traylor brought to the Committee's attention that having two head custodians poses difficulties. She suggested that the positions be redesigned and a **Coordinator of Maintenance and Grounds be appointed with a ten per cent stipend over salary be paid for that position. This person will be in charge of all custodians. A question was brought up if the DPW could take over any tasks at the school. It was brought up that there are other town departments lacking attention and the school is not clearly a town department; DPW helps when called if their schedules allow. Debra Trovato made the motion to accept the redesigning as suggested; seconded by Peter Grosso; so voted 4-0.**

7.6 Dr. Traylor informed the Committee that at this time there are no means of **appraising the custodial and cafeteria staff performance. A proposed evaluation process was presented to the Committee. The appraisal process is to be conducted by the building principals; discussed with the employee and both parties sign. The form is then given to the Superintendent to be put in personnel files. Frank Wills made the motion to approve appraisal process; seconded by Peter Grosso; so voted 4-0.**

CLOSING STATEMENTS:

Dr. Traylor informed the Committee that she has a candidate to fill the Athletic Director position at PHS. She requested that the Committee approve of a liaison to work with the Athletic Director and attend home games when the AD is not available. Debra Trovato made the motion to support the liaison position when needed at home athletic contests and to pay for such service; seconded by Frank Wills; so voted 4-0.

Debra Trovato made the motion to accept Terese Nelson to take William Roger's place reviewing the handbook on discipline with the site council; Frank Wills seconded; so voted 3-0.

Frank Wills informed the Committee that the Assistant Town Manger is asking for recommendations for community goals as they relate to the schools. He requested that it be put on an upcoming agenda as Town Board Input on Goals for 2004.

Terese Nelson thanked the board for its support in the past few weeks.

Peter Grosso said that it has been brought to his attention that athletic coaches are not riding the bus to and from athletic events for the entire trip. Mr. Boxer assured the Committee that he would look into that.

Next meeting to be held on 5/27/03.

Frank Wills made the motion to adjourn at 9:05 PM; seconded by Peter Grosso; so voted 4-0.

These minutes were approved by a vote of the Provincetown School Committee at their meeting on

_____, 20_____.

Respectfully Submitted,

School Committee Signature

Title

Sheila M. Colburn, Recording Secretary