



## **Provincetown School Committee Meeting**

**PROVINCETOWN HIGH SCHOOL  
ELMER I. SILVA LEARNING CENTER  
12 Winslow Street  
PROVINCETOWN, MA 02657**

**Tuesday  
July 12, 2011  
5:00 p.m.**

**Members Present: Kerry Adams, Cass Benson, Jamie Kryszkiewicz,  
Shannon Patrick, and Lory Stewart.**

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

The meeting was called to order at 5:04 p.m.

### **Public Comments**

There were none.

### **Minutes: June 14, 2011**

**Motion: Move to approve the June 14<sup>th</sup> minutes as amended.**

**Motion: Cass Benson                      Seconded: Kerry Adams                      Vote: 5-0-0**

### **Superintendent's Update:**

#### **▪ Yard Sale Results**

The total amount received in yard sale items was \$6,186.20; this included the sales made during the Portuguese Festival, too. We have left over uniform articles which are mostly bottoms, i.e., baseball pants, shorts, etc. There were several ideas presented for the items and that will be decided at a later date..... Kim felt that donating them to kids having bake sales, etc.

- **Move Update**

The **painting schedule** was presented and that is ongoing. The custodians are working on this and soon the Sheriff's crew will be coming to finish up the project.

We have purchased **9 smart boards** and there will be one installed in each classroom. The company from whom they were purchased will be doing the installations. (Lory asked about the vendor for the smart boards and whether they were purchased or leased.)

The **new phones** are in and the new numbers are in your packet. Number 5206 is Beth's direct line.

The **air conditioning** is in and the electricians were in here all day today working on it.

We have contracted with a mason and he will be doing the **sidewalks**.

The **classrooms at VMES** are mostly empty and the classrooms here are being set up.

Beth feels as though she has become the clerk of the works!

The electricians were here all day – and Beth thinks we're making progress.

Jamie volunteered to help and Kim said that she is getting another e-mail out to ask for help from parents. This request will probably be made by mid-August. Beth's goal is to have the building ready by August 1<sup>st</sup> so we can have one month to prepare it for the children's arrival.

- **IB Update**

Kim Pike took a team of teachers – 4 teachers - to Princeton last week and that's the latest group to do level 1 training. There are still a few middle school teachers and some non teachers who are yet to go. In the fall we'll do a training for our para professionals and non teachers. They came away with a positive feeling and also - we were accepted into the primary school IB program.

K through 3 children will all have violin lessons.

- **Summer Programs**

This summer we have 3 programs going and Friday we have to separate the infants from the toddlers since we have too many enrolled for the one group.

The pre-school camp is up and running and Beth said that we're looking to purchase an awning to protect the children from sun.

There are 15 children enrolled in the Wee Care program and the limit is 10 at one time. We do have a wait list and to accommodate those on the wait list we're adding a space to separate infants from toddlers

Shannon had more questions about how many and Kim said that it's a ratio issue.

▪ **Personnel Update**

Beth said that we've had a resignation on the very last day the faculty was here. The high school counselor resigned to accept another position and Beth has advertised for a counselor. We may have to handle it in house; we don't have anybody on staff who could jump in and handle it easily. She has had offers from in house to help with the counseling. Typically a counselor is licensed for different inclusive grade levels.

▪ **Sidewalks**

We talked at the last meeting and Beth met with the DPW and they can repair the sidewalk from the high school to the bottom of the hill. They seem to just add a layer – but because there is a sidewalk in existence they can repair but they cannot create a sidewalk on a public road. She is meeting Friday with DPW and Domenic (parking administrator) and Town Manager and we're going to discuss a way of creating a walkway. Beth said that the parking lot seems to be owned by the school. That meeting will be held on Friday and we really need designated spaces for the school personnel parking. We need 2 spaces for visitors, etc. and spaces for the employees.

Lory S. said that she has paid for parking and was told that all she had to do was put "school" on the back of the parking ticket and it would be free.

**Unfinished Business:  
Superintendent's Evaluation**

Cass and Kerry passed out the forms to all members of the School Committee plus Peter Grosso. Cass presented the results by going through general areas of the evaluation. They were:

- |                       |                             |
|-----------------------|-----------------------------|
| chair's mission, etc. | distinguished job           |
| leadership            | distinguished               |
| management            | proficient to distinguished |

promotes equity, etc.  
relationships w/community

proficient to distinguished  
distinguished  
one member said they were looking to  
establish adult education.  
proficient and distinguished.

last category

Overall the PSC was very impressed with Beth's professionalism and one commented that she was the best superintendent with whom I ever worked. All the positive comments opened up the lines of communication with the town – and more pluses about the IB program.

Beth said that she appreciated the comments about the adult programs and she would ask if the PSC had any other interests that they'd like her to focus on.

Jamie said that since we have a community that is interested in art – could we bring artists into the school? Beth said that we do have visiting artists and she has tried to get a grant for “artists in residence.”

Kim has become involved in that and will be focused on bringing in more art. Beth said that one of her goals is to be a “wanna-be” artist. She has found that there are so many people in town who are really good teachers.

### **Student/Family Handbook – 2<sup>nd</sup> Reading**

Kim handled the discussion. There are a lot of changes and some are just calendar changes and some of the procedures changes relate to moving into one school building. At 8:15 the school opens and 8:30 will be the start of instruction. You're not late until 8:30. Kim will be sending a letter out in August detailing all the changes. Shannon wanted to know if you could order lunch for the children a week ahead? No problem.

62% of the children are in the free lunch program and Lory said that Comcast is part of a deal to provide \$9.99/month internet access to indigent families. Lory said that it's just a form that the families fill out so there's no social stigma. Mary O'Keefe is the liaison person with Comcast. They're subsidizing and this is a nation wide program.

Back to the handbook: any students going to after school programs will be meeting in the library. Beth said that VMES will probably not be ready for Town occupancy before October.

Regarding early releases – the staff is very appreciative of having at least a ½ day per month to do professional development and collaborative planning.

Jamie is concerned about the nurse. She will be on call to VMES and have a small infirmary at VMES, but be stationed at PHS. Beth said next meeting will have a handbook for Wee Care, etc. and we're working on that now.

Kerry asked about how homework is weighed on the markings. If there is a kid getting 100 on a test then he feels the kid knows the material. He sees in the handbook that at least 20% should be the weight of the homework.

Kerry said that he asked re: the high school students.

Shannon said that in the past we've had different enrichment programs. Is that something we don't practice any more? Kim said that we have things we offered to 4<sup>th</sup> grade and up. The audience shrunk and/or lost interest. We plan on doing that more.

Kids have started wearing their hoods more and more; we've asked them not to wear them in the hallways but they can wear them in the classroom at the teacher's discretion.

**Motion: Move to accept the handbook as written.**

**Motion: Kerry Adams                      Seconded: Lory Stewart                      Vote: 5-0-0**

**New Business:**

**FY-11 Line Item Transfers**

At the last meeting Beth said that she'd be back one more time for a line item transfer. It happened. Beth requested transferring \$60,603.07. The only item questioned was the amount of \$12,658.67 for sick leave buy back. She explained that it was using FY11 money for FY12 to free up money we need for renovations. Beth continued by saying that we're spending it while we can. Lory asked - so these purchases have been put up already. Cass asked - so the expenses were incurred? Beth gave as an example - the transportation - we were leasing another bus. She also mentioned that the awning for VMES is not in the budget. Kerry Adams said that they want to be a good steward of the Town's money.

Lory questioned the \$29,000.00 left over and asked - how did that happen? Beth responded it was changes in actual personnel costs being less than budgeted. It represents several changes in FTEs.

**Motion: Move to approve the line item transfer of \$60,603.07.**

**Motion: Kerry Adams                      Seconded: Cass Benson**

**Vote: 4 in favor - 1 opposed (LS) - 0 abstentions**

### **BoS Invitation**

An e-mail has been received from Pam Hudson requesting a joint meeting with the School Committee. Beth presented available dates. The date selected was September 12<sup>th</sup> and it would be conditioned on being able to be first on the BoS' agenda for that night. Kerry who has already participated in one of these joint meetings gave a brief overview on what to expect and what to prepare. Lory said that the discussion has to be on the capital improvement plan and has to be before Town meeting.

**Motion: Move to approve a joint meeting with the BoS on September 12<sup>th</sup> and have an agenda item for the next meeting devoted to discussing issues to present at the joint meeting.**

**Motion: Kerry Adams                      Seconded: Cass Benson                      Vote: 5-0-0**

### **PSC Comments**

There were no comments.

Adjournment happened at 6:30 p.m.

Respectfully submitted,  
Evelyn Rogers Gaudiano

Approved by the School Committee on August 9, 2011

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Shannon Patrick, Chairperson

Executive Session:  
Discussion with respect to Collective Bargaining