

REGULAR SESSION MINUTES
November 3, 2014

A meeting of the Swampscott School Committee was held in Room B208 at Swampscott High School commencing at 7:00 p.m. with the following members present: Ms. Carin Marshall, Vice Chairman; Ms. Amy OConnor, Ms. Suzanne Wright and Ms. Gargi Cooper. Also Present: Ms. Pamela Angelakis, M.A. M.Ed., Superintendent of Schools; Lois Longin, Director of Curriculum and Instruction; Dave Castellarin, Town Accountant. Mr. Ted Delano, Chairman and Student Representatives Megan Russo and Ian Crimmins were absent.

Ms. Marshall explained that two students were invited to come and lead the pledge of allegiance and read the Mission Statement of the District. She gave the Committee some background on each student and introduced Hadley School 4th grade students Max Brodsky and May Raymond.

PUBLIC COMMENT

Martha Raymond came forward and spoke about the condition of Hadley. She thanked Ms. Angelakis for bringing in Dorian Taylor and mentioned concerns about the windows and roof and wondered if there were any long-term plans. Ms. Angelakis stated there would be a substantial capital plan for Hadley moving forward.

COMMITTEE COMMENT

Ms. Cooper stated she recently attended the Hadley forum with Dorian Taylor. She added to what Martha Raymond had spoke to regarding the roof and windows and said it was stated that many of the issues with Hadley could be improved if the roof and windows were taken care of. She added that there was some parent discussion on the next steps and conversation came up about facilities and capital projects, but he felt that overall it was a good meeting. Ms. Cooper also questioned Food Service and the new rules regarding low or negative balances on accounts and food which children would receive. Ms. Angelakis stated at a recent leadership meeting all building principals were given a print-out of accounts with negative balances but that they had backed off of the limits at the elementary levels. There was discussion regarding lunches as well as collection of accounts and Ms. Angelakis stated that the Director of Food Services has been making calls and sending out letters.

Ms. Marshall urged everyone to get out and vote tomorrow.

CONSENT AGENDA

Ms. Marshall explained that the Consent Agenda contained warrants and meeting minutes from October 9, 2014 for approval.

MOTION:

It was moved by Ms. OConnor and seconded by Ms. Marshall to accept the Consent Agenda. The motion passed 4-0.

SUPERINTENDENT'S REPORT

Introduction of new Hadley Principal – Stacy Phelan

Ms. Angelakis introduced new Hadley Principal Stacy Phelan to the Committee. She stated it was her fourth week in the District and that the transition has been very smooth with her having been able to shadow Mrs. Rivers. She welcomed her to the District.

Personnel Report

Ms. Angelakis gave an overview of the personnel report which the Committee received in its packet. She explained that the new hires were outlined in red. She stated that line item #14 on the back of the sheet outlined a loss of the Middle School Mandarin teacher and that she had signed a new teacher contract just today. Ms. Connor questioned the drop off in interest in Mandarin. Mr. Murphy explained that he felt that most students focus on the more traditionally offered languages such as Spanish and French. Ms. Angelakis stated they may do a survey before any decisions are made about next years offerings.

Enrollment Information; October 1 Report to DESE and Drop Out Report

Ms. Angelakis explained that the District is required to submit several state reports regarding enrollment. She explained these reports connect with talking about the need for a data manager at the Central Office level. The first report is due on October 1st which includes all student enrollment, including drop-out rates and transfers in and out of District. She referred to a second reporting, EPIMS, which is information regarding educators and their licensure and explained one secretary is working on the EPIMS report and one is working on the SEMS reporting of student data. She referred to the outline of student enrollment numbers which were distributed in Committee's packets. She commented on the amount of time that goes into the paperwork for each enrolled student as well as data entry for each. Ms. Angelakis stated that a second report would be submitted on March 1st as well as at the end of the school year. She invited Mr. Rozmiarek forward to give an outline of the drop-out information which is also included in the report. Ms. OConnor questioned the students who had graduation requirements pending. Mr. Rozmiarek explained it could be a student who failed 11th grade English and hasn't completed it yet. He added that generally that type of student would take a class on-line or through Salem State and the District still keeps in contact with them for tracking. Ms. Cooper questioned the data manager position. Ms. Angelakis stated she was looking at positions and felt that the District does lack in HR and data management positions. Ms. Wright questioned whether the positions would be new or job descriptions changed and current people shifted around. Ms. Angelakis stated that she would be meeting with the Administrative Assistant's Union at the end of the year and that would help her determine where to go. Ms. Wright brought up the recommendations in the DOR report. Ms. Angelakis stated that wouldn't be looked at until Town Meeting voted to consolidate. Ms. Marshall questioned if that would be presented during the budget presentation and Ms. Angelakis stated it would.

MCAS results given by building principals

Ms. Angelakis explained that the MCAS results would be presented by each building principal and called forward Mr. Daniels, Mrs. Hunt and Mrs. Phelan to present the elementary school results. Mr. Daniels gave an overview of the breakdown for each grade level for all the elementary schools combined. Mr. Daniels outlined the strengths of the elementary schools as a whole as well as areas which needed to be strengthened.

Ian Crimmins came into the meeting at 7:37 p.m.

Mrs. Hunt gave an overview of Clarke's results. She also presented the strengths and weaknesses of Clarke and commented that the results show where they need to focus areas of instruction. Mrs. Phelan gave an outline of Hadley's results along with its strengths and weaknesses. She added that their goal was to narrow the gap between the ELA and math results. Mr. Daniels reviewed Stanley's strengths as well as the areas that need to be strengthened. He also spoke about the student growth percentile and questioned the difference from 3rd to 4th grade results. He also added that Stanley was classified as a level 2 school. Mr. Daniels also gave an outline of the action plans for each school and grade level.

Mr. Murphy presented the Middle School results. He gave the Committee some historical data which tracks students from 2012 to present at each of grades 5 – 8, and explained how it allows him to track the same students as they progress through Middle School. He further gave an overview of the areas in which the Middle School needs to focus on.

Mr. Rozmiarek presented the High School results. He gave a breakdown in ELA and Math as well as a 4-year comparison. He referred to four students who were listed as failing in Math and stated the High School was working with them to raise those scores. He added that the High School was well above state average for A & P. He also referred to the 10th grade science results and gave an explanation of the biology versus STE tests. He explained the school's level 2 status and the reasons for it.

Ms. Angelakis thanked all for their presentations and asked the Committee for any questions.

Ms. Cooper questioned how the PARCC exam fits into the future for the District. Ms. Angelakis said that the State will determine the name of the test but that she expected MCAS this year to be more PARCC-like and that she knew that the push would be for the test to be taken on the computer. She added that they are aware of the

technological challenges and were working towards the online version. Ms. OConnor questioned tracking at the elementary level and whether there was a way to track a group of kids versus grade level. Mr. Daniels responded it is reviewed through student growth levels. There was discussion regarding grade 4 ELA and issues with writing. Ms. Angelakis stated that Ms. Longin is working on addressing balanced literacy through professional development.

Curriculum & Professional Development Update

Ms. Longin gave an outline of some of the things the District has been working on with curriculum and professional development which included training in ELL and next generation sciences and a collaboration with the Teaching & Learning Alliance with respect to an ELA program. Ms. Longin also referred to model curriculum units that are being developed by the teachers and will be designed to work along with the common core and balanced literacy.

Ian Crimmins left the meeting at 8:35 p.m.

Ms. Longin also reported they are working with teacher DDM's. The state requires every teacher to have two and they are working on those in conjunction with the teacher evaluation program. She also commented on the alignment of teachers and content leaders at the different schools throughout the District. Ms. Longin also spoke about an upcoming conference for EDWIN training which will allow access to data collection, instructional techniques, and lessons for teachers. Ms. Angelakis thanked Ms. Longin for a great overview. Ms. OConnor commented that all of the work being done is very exciting. Ms. Longin invited all to come and see a model lesson on the TLA program. Ms. Angelakis commented that there is a lot going on and she feels that people see a vision, a direction and that message that is being passed on and they're excited about where the District is going. Ms. Cooper commented on the Destiny library program and it having great teacher resources which could be utilized. Ms. Longin stated she would love to see what it has to offer in terms of websites. Ms. OConnor talked about community awareness to the great things going on in the District and stated she would love to get these stories out to the community. Ms. Angelakis stated they could look into that.

DOR Review and Recommendations and Business Office job description

Mr. Castellarin stated that the DOR review was modeled after a similar report in Barnstable and refers to a central accounting office with the theory of someone reporting to the Superintendent to handle the school issues. He reminded all that it would still need to pass through Town Meeting and then decisions would be made as to the roles of the employees. Ms. Wright questioned whether the Town charter would need to be changed as well. Mr. Castellarin stated it did not. Ms. Angelakis handed out a draft of how she viewed the job from the school side and gave an overview of the requirements she felt were important. There was discussion on the functions which Mr. Castellarin is currently performing and Ms. Angelakis commented that while the partnership is working beautifully she needs a person to deal with the day to day issues. Ms. Wright questioned how the salary would be factored. Ms. Angelakis stated she felt it would be a difficult position to fill but that Mr. Castellarin had put systems in place so that school and town could work together and anyone coming in would follow those procedures. There was a discussion on making changes to the job description and Ms. Angelakis stated she would share another draft with the Committee.

Update on Joint Task Force for Maintenance Consolidation

Ms. Angelakis asked Ms. Cooper to update. Ms. Cooper stated she had reached out to Matt Strauss and that they had set up a meeting last Tuesday morning. There was discussion on the consolidation and the group tried to come up with a mission as well as spoke about cost savings goals. Ms. Wright stated she had reached out to the Collins Center at UMass Boston to see if they could work on a plan. Ms. Cooper stated there was a meeting scheduled for November 17th for the School Committee, Board of Selectmen and Finance Committee. Ms. Cooper felt it was a good meeting but was unclear why it had taken this long to be put together.

FINANCE COORDINATOR

FY15 Budget Update

Mr. Castellarin stated the Committee would have an updated budget as of Friday and that it should look cleaner going forward. He added that the goal was to match the budget that this Committee voted on and that if anyone

had questions they could call or email him. Ms. OConnor stated that she understood the difficulties with the way some of the teachers now get paid in the 12 month versus 10 month schedule. Mr. Castellarin stated it would take a lot of work.

FY16 Budget Update

Mr. Castellarin stated that he was working on closing out the last fiscal year budget and is working with Mr. Younger and he hoped to have the ending information for the District budget and could come back with a time frame for beginning the FY16 budget work.

Nahant Tuition Contract Review

Mr. Castellarin stated that this was the last year of the contract with Nahant and he recommended that the Committee form a subcommittee to get the work started on a new contract. Ms. Angelakis stated she would be meeting with the Nahant Superintendent this week and would ask how it was done in the past. There was a discussion on the amount per pupil that Nahant pays.

Ms. Cooper questioned if any medical costs that the school incurs were billed to insurance companies. Martha Raymond stated some are billed through the preschool and the money goes back to the town side for Medicaid bills. Ms. Angelakis stated she would look into it for private insurances.

NEW BUSINESS

Donation of 2 granite benches for the front of the High School – Class of 1964

Donation of 3 Dell Latitude E6500 Laptops – Schneider Electric

Ms. Marshall requested a motion to accept the laptops from Schneider Electric. It was agreed to defer vote so that Mr. Kaczynski could look at the information for the laptops before they are accepted.

Ms. Marshall requested a motion to accept a donation of two granite benches from the Class of 1964 for the front of the High School. There was a discussion regarding the placement and appearance of the benches and Ms. Angelakis stated the group had been working with Mr. Rozmiarek and Mr. Cresta on placement. Ms. OConnor stated she would like Ms. Angelakis to have final sign off on the benches before they are installed.

MOTION:


It was moved by Ms. OConnor and seconded by Ms. Wright to accept the donation of two granite benches from the Class of 1964. The motion passed 4-0.

ADJOURNMENT

MOTION:

At 9:52 p.m., it was moved by Ms. OConnor and seconded by Ms. Wright to adjourn. The motion passed 4-0.

Respectfully submitted,



Pamela R.H. Angelakis, M.A., M.Ed.
Superintendent of Schools
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Date: