

REGULAR SESSION MINUTES

July 30, 2015

A meeting of the Swampscott School Committee was held in room B129 at Swampscott High School commencing at 7:02 p.m. with the following members present: Ms. Carin Marshall, Chairman, Ms. Amy OConnor, Vice Chairman, Ms. Suzanne Wright and Ms. Gargi Cooper. Also Present: Ms. Pamela Angelakis, Superintendent of Schools and Ms. Lois Longin, Director of Curriculum and Instruction and Mr. Evan Katz, School Business Administrator. Mr. Ted Delano was absent.

PUBLIC COMMENT

There was none.

COMMITTEE COMMENT

Ms. Cooper commented on the recent Leadership retreat. She thanked Ms. Angelakis for the invitation and felt it was great to be able to see the team working together. She further added the presentation by Darren Klein was great and very useful.

Ms. Wright echoed Ms. Cooper's comments and added she found it informative and interesting. She also felt it was a very productive retreat.

Ms. OConnor also echoed the comments of Ms. Wright and Ms. Cooper. She also wished Mr. Delano a speedy recovery.

Ms. Marshall also wished to send their "get wells" to Mr. Delano.

CONSENT AGENDA

MOTION:

It was moved by Ms. OConnor and seconded by Ms. Wright to accept Consent Agenda containing the meeting minutes of June 25, 2015 and July 17, 2015 and Warrant #'s 16-04 and 16-05.

Ms. Cooper questioned the warrant item regarding software licenses and questioned the current Tech Plan. Ms. Angelakis explained that some of the bills in the warrant were for Apple repairs. She further explained that others were for Microsoft licenses to upgrade Office from 2003 to 2007 and that regardless of any future plan the upgrades needed to be purchased. Ms. Angelakis also explained that one invoice was a FY'16 invoice and Mr. Katz added that it was reversed to be a FY'16 transaction. Ms. Angelakis said she would also have Mr. Kaczynski come in in the future to update on the Tech Plan.

VOTE ON MOTION:

The motion passed 4-0.

SUPERINTENDENT'S REPORT

Appointment of Assistant Special Education Director

Ms. Angelakis gave a background on the appointment of Martha Raymond as Assistant Special Education Director. She explained that there had been discussion in the past to have Ms. Raymond's position taken out of the union and explained those reasons. She explained further that with Mona Blumstein's retirement from full-time in December there was a need for someone to be available to supplement her time and that Ms. Raymond could support the office in that position. Ms. OConnor said she thought this was terrific news and had observed Ms. Raymond's dedication to the District through the preschool. Ms. Cooper agreed and also questioned when the search would begin for a new director. Ms. Angelakis stated it was her intent to begin that process in the November/December time frame.

Update on Clarke ADA project

Ms. Angelakis stated the project was scheduled to break ground Monday. She explained there was an issue with a water main which runs under Clarke School and she would be meeting with the DPW and the architects on that issue but that the scope of the project was on track and that she was hoping for a January completion, but that in the meantime the school will be handicapped accessible by September and that she has met with the families affected. Ms. Angelakis further explained there was a neighborhood meeting scheduled for August 10th to answer any questions the neighbors may have. She added that Ms. Hunt was developing a plan for student pick up and drop off as well.

Capital Projects Update

Ms. Angelakis reviewed the Hadley roof and boiler projects which were funded and would be completed. She said the roof project would be going out to bid and hoped it would be completed before the start of school. She further explained the boiler project was a little more difficult and there would be a study done to see how to best handle that project.

Ms. Angelakis also gave an update on the Extended Day program and explained that she met with Mr. Katz and Ms. Longin to discuss the overtime issue. She explained that after a lot of research and back and forth that the federal law has to be followed which would limit hours worked to 40. She added that while she was disappointed in the outcome, the law needed to be adhered to.

UNFINISHED BUSINESS

AD Philosophy of SPS Policy Review – vote requested

Ms. Wright gave background on the review of policy AD. She explained that in looking at other Districts she found that one in Lynnfield was very close to ours and very clearly written. Ms. Angelakis stated that Ms. Marshall shared this document with her and she felt it lined up very well with what the Leadership Team had created. Ms. Marshall agreed that it was laid out very well and easier to read. Ms. Cooper felt her only concern was it came verbatim from Lynnfield's version. Ms. Angelakis stated from her point of view a lot of information is shared and she didn't feel that was a problem. Ms. Marshall added she wasn't a fan of "reinventing the wheel" if a document already exists. Ms. Marshall questioned if everyone felt comfortable to vote.

MOTION:

It was moved by Ms. Wright seconded by Ms. OConnor to accept Policy AD.

Ms. Cooper questioned whether any phrase should be added that it was adopted from Lynnfield's policy. Ms. Marshall suggested they could adopt the policy in substance and get an opinion on that.

VOTE ON MOTION:

The motion passed 4-0.

Ms. Wright suggested adding two more policies on the next agenda to get them wrapped up. There was discussion regarding the Chemical Health Policy being a priority before the start of school. Ms. Angelakis stated she would be working on it with Ms. Caron and it would go to legal counsel and then would be brought back to policy subcommittee.

SUBCOMMITTEE REPORTS

Ms. Cooper spoke about working on the School Committee webpage. She stated she had spoken with Mr. Kaczynski and felt that there was a lot of great stuff going on behind the scenes that could be put on the Committee page and stated she would love to work on that project. Ms. OConnor recommended a button on the page that would allow for people to email all five members and that would also allow for an acknowledgment to the sender that they should expect to receive a response from one person but that the email would be delivered to all five members. Ms. Angelakis stated she would welcome any help Ms. Cooper was willing to give.

NEW BUSINESS

Superintendent Evaluation

Ms. Angelakis began by saying that Ms. Marshall had shared the document with her and there were no surprises within the information. Ms. Marshall thanked the Committee for each filling them out so thoughtfully. Ms. Marshall gave some background information on the process which is designed by the state to measure progress towards goals and performance on standards for the Superintendent. Ms. Marshall stated that overall Superintendent Angelakis was rated proficient and that the state sees that as an appropriate rating for a new Superintendent. She further reviewed the goals section of the report as well as some comments each member made on the stated goals.

Ms. Marshall also reviewed the performance on standards piece of the evaluation which she explained looked at four categories. She further explained that with each standard the overall rating for Superintendent Angelakis came out proficient. She added that each member seemed to be in line with each other on each category. Ms. Marshall reviewed and highlighted the overall strengths as well as areas for development. In discussing communication, Ms. Cooper added that when she has spoken with different people she said they always felt at ease and heard by the Superintendent. Ms. Marshall stated she felt that overall the evaluation very much outlined the goals and work that needs to be done in the next year. She added that she was pleased with the way the evaluation came out and felt it was a reflection of how well everyone has worked as a team.

Ms. OConnor wished to acknowledge and commend Ms. Angelakis for her work on the budget. She also added that as was addressed within the evaluation she felt she could not emphasize enough the deficiencies in the District in the area of technology. She felt it was important to go to town meeting next year with a clear understanding of what the District's tech needs were as well as a great tech plan moving forward. Ms. Marshall commended Ms. Angelakis for all of her work in her first year and added that a lot is involved and she commended her for what she has faced and overcome all in her first year. Ms. Wright added that she appreciates that Ms. Angelakis is working really hard and everyone should be happy to have her at the helm as she is doing a great job. Ms. Angelakis stated she appreciated the due diligence that was done and there was nothing that she was surprised in any of the areas. Ms. Cooper said she felt Ms. Angelakis had brought great standards, things

she's uncovered, and we will continue to move forward as a District. She also felt there were a lot of resources within Swampscott we can tap into and we can find creative ways to help.

Ms. Marshall questioned whether the Committee felt prepared to adopt the evaluation.

MOTION: It was moved by Ms. OConnor and seconded by Ms. Wright to approve the end of cycle summative evaluation and report for Superintendent Angelakis. The motion passed 4-0.

Ratify Administrative Assistant's Union Contract – vote requested.

Ms. Marshall explained the Union had ratified the contract and highlighted some of the changes within the new contract. Ms. Angelakis explained that for the most part our Administrative Assistants feel valued and the District was able to do what needed to be done to show appreciation for their work while being fiscally responsible to the District. Ms. Marshall explained that some of the Administrative Assistants went from school year to full year and also outlined the percentage increases over three years. Ms. Angelakis explained there would be an evaluation tool used in the future once all of the job descriptions were completed. Ms. OConnor thanked Ms. Marshall for her role in negotiations.

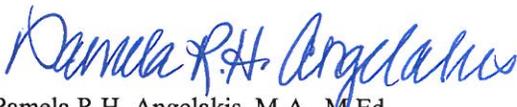
MOTION: It was moved by Ms. Cooper and seconded by Ms. OConnor to ratify the collective bargaining agreement between the Swampscott School Committee and AFSCME Local 2610 the Swampscott Administrative Assistant's Union. The motion passed 4-0.

Ms. Cooper questioned the date of the next meeting. Ms. Marshall stated it was scheduled for August 27th. Ms. Cooper requested Executive Session to be added to the meeting. Ms. OConnor requested if Ms. Caron could send out the revised meeting schedule. There was a discussion on whether to hold a workshop meeting and Ms. Marshall stated she would send out a scheduling email to all.

ADJOURNMENT

MOTION: At 8:54 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
/pan

8/28/15

Date: