



Georgetown School Committee
Thursday, January 10, 2019 6:30PM
Town Hall 3rd Floor Meeting Room
Regular Session Minutes

Barbie Linares, Chairman
Michael Hinchliffe, Vice Chairman
Suzanne MacDonald, Clerk
Cheryl Lachendro
Pamela Lundquist

In Attendance:

Barbie Linares	Superintendent Jacobs	Margaret Maher
Michael Hinchliffe	Suzanne Sutherland	Lisa Ryer
Suzanne MacDonald	Collin MacDonald	Kris Oldoni
Cheryl Lachendro	Jack Tiano	Katelin Kennedy
Pamela Lundquist	Dan Richards	

Chairman Linares called the meeting to order at 6:35PM.

Call To Order:

Consent Agenda:

Chairman Linares read the items included in the Consent Agenda for January 10, 2019 which were Regular Session Minutes of 12/17/2018 and Acceptance of Warrants #26P19, #28P19, #27V19 & #29V19.

MOTION: Suzanne MacDonald (P. Lundquist second) to approve the consent agenda as presented. So voted (5-0). Motion carried.

Documents Referenced: Regular Session Minutes of 12/17/2018.

Student representative:

Chloe Martens, the student representative, was present to discuss upcoming events for the Middle High School. She announced that they are hoping to hold the Catwalk 4 Cancer fashion show on March 1st. She will report back once a date is finalized. The girl’s varsity basketball team will be playing tomorrow at home at 6:30 pm and the boy’s varsity basketball will be away at Ipswich at 6:30 pm. There will be a varsity wrestling match Saturday morning at 9 am at Pelham, NH. There will be 4 performances of the musical, *Seussical*, Feb. 7 at 6 pm, Feb. 8 at 7 pm, and Feb. 9 at 2 pm and 7 pm. NHS will be starting applications for the junior class and the induction will be held in March. And lastly, there are still seats available for the Québec trip (February 1st, 2nd 3rd and 4th).

Audiences:

- FBLA Student Update – Lisa Ryer

Chairman Linares introduced to the Committee Lisa Ryer, Lindsey Feeks and Alyssa Gaeta, who were representing FBLA (Future Business Leaders of America). They presented highlights of their recent trip to Chicago and explained an upcoming event at Southern New Hampshire University. Ms. Ryer explained that the students that attended the Chicago State Conference participated in workshops while there. She added that there are about 3,000 students that attend states. When asked the differences between DECA and FBLA, Ms. Ryer explained that DECA was more competitive and FBLA is more learned based.

They are also making plans for the second annual Credit for Life Fair, which was a big success last year. Last year we received a grant from the Commonwealth of Massachusetts for \$5,000, but they has not received any information on if grants would be available this year. So Ms. Ryer reached out to TD Bank, who had participated last year, if they would be interested in being a sponsor. TD Bank agreed and offered \$2,000 to be used for the fair. Ms. Ryer has since heard from the Commonwealth that they will be providing grants, which she is hoping to receive \$2,000-\$2,500. They are hoping to hold the Credit for Life Fair on March 8th this year.

Administrative Reports:

a) Superintendent's Report

- Superintendent's Goals Report

The Superintendent explained that along with the administrators, the first report of the Superintendent's Goals has been completed. Superintendent Jacobs explained that many of the district goals involved the administrators and the work they are doing in the schools and their departments.

Mr. MacDonald gave a description of MobyMax to the Committee. MobyMax is an online assessment/skills practice website. Both schools currently have it and teachers are already using it. Mr. MacDonald explained that they are investigating if it will meet some needs we currently have with consistent benchmarking and assessment data for students that are tied to our standards. Mr. MacDonald added that the admin team will participate in a webinar to see if this program will meet our additional needs. The Superintendent added that she feels that this program is not only good for remedial needs or for intervention, but also for enrichment for higher achieving students.

Principal Maher announced that MCAS tutoring at Penn Brook will be starting in February and they will have 5 weeks of ELA and 5 weeks of math tutoring. This will be offered to 4th, 5th and 6th grade students that have been identified as needing help.

Documents Referenced: Superintendent Goals Update for January

c) Department Reports

- Walker Participation Report Summary– Jack Tiano, Director of Student Services

Director of Student Services, Jack Tiano, along with Kris Oldoni and Katelin Kennedy, came before the Committee to discuss the Walker Report, which is an evaluation of the GPS program of services and settings for students with disabilities. Mr. Tiano stated that the purpose of this report is to request an outside perspective of what we are doing right and what could be improved on. Mr. Tiano worked with Julie Muse-Fisher who was the consultant and John Verre, the Director of Walker Consulting. Mr. Tiano went on to explain that this is not like the CPR, where their focus is on compliance. This report focuses on the quality of our programs and the level of satisfaction with the work we are doing in special education. Mr. Tiano explained that the entire report is not completed yet, but he has already discussed the report with the Principals and has a meeting scheduled with the Special Education staff to review this. He has also consulted with Director of Curriculum & Instruction, Collin MacDonald, to discuss what professional development may be needed for the staff. Once the final report is received, it will be distributed to the School Committee.

Documents Referenced: Walker Participation Report Summary

New Business:

a) Establish a Warrant Signing Subcommittee

Chairman Linares explained that there is a need to establish a Warrant Signing Subcommittee. This subcommittee would name three Committee members who would agree to review and sign the warrants whether by coming into

the office or signing them electronically. If signing electronically, the Committee members would still be responsible to come into the office to review the backup materials should they find that necessary. Chairman Linares asked for three volunteers from the Committee. Suzanne MacDonald, Michael Hinchliffe and Pam Lundquist all volunteered.

MOTION: Cheryl Lachendro (M. Hinchliffe second) to approve the establishment of a Warrant Signing Subcommittee and to appoint (Suzanne MacDonald, Michael Hinchliffe and Pam Lundquist) to the Subcommittee. So voted (5-0). Motion carried.

b) Acceptance of Donation for the Santa Parade

The GMHS Band was invited to march again in the Haverhill Santa Parade. In return for their participation, a donation is made to the district.

MOTION: Suzanne MacDonald (M. Hinchliffe second) to accept the donation in the amount of \$1,500 from the Haverhill Santa Parade Committee in recognition of the GMHS band participation in the Santa Parade with gratitude. So voted (5-0). Motion carried.

c) Revised Meal Charging Policy

Chairman Linares explained that the Governance Subcommittee, Suzanne Sutherland, Sean Riley and the Superintendent have been working to revise the Meal Charging Policy. The Department of Education has put forth new guidance and MASC recently developed a draft policy based on this guidance. We have used our current policy and the draft policy from MASC to develop the policy that is being presented for approval. Member Hinchliffe requested that the language regarding insufficient funds being reinserted into Section B.

MOTION: Cheryl Lachendro (M. Hinchliffe second) to adopt the revised Policy EFCA Meal Charging Policy with the addition of the language regarding checks returned for insufficient funds, as presented. So voted (5-0). Motion carried.

d) Acceptance of donation from the Georgetown PTA for the Kindergarten Field Trip

The PTA is making a donation to support the cost of the kindergarten field trip in the amount of \$967.33. We are grateful for the PTA's continuous support for these enriching trips.

MOTION: Michael Hinchliffe (S. MacDonald second) to accept the donation in the amount of \$967.33 from the Georgetown PTA to offset the cost of the Kindergarten field trip with gratitude. So voted (5-0). Motion carried.

The Superintendent announced that tomorrow at the high school will be the *Chopped Challenge*. Superintendent Jacobs explained that teams from the Wellness class will be given a mystery basket with food items in it. They will need to then create a meal using these items. This meal will be given to the judges to eat and vote on.

The PTA will be hosting the Kentucky Derby Casino Night on Saturday, January 26th from 7:00 pm – 11:00 pm at The Black Swan Country Club in Georgetown. Admission is \$25 per person and this includes starting chips and appetizers.

Member Lundquist mentioned that she attended Coffee with the Principal with Principal Richards. Principal Richards explained that these meetings are held in the GMHS café at 4 different times and are for high school parents/guardians to come by for coffee and conversation. He added that these conversations are guided by the parents that attend and the topics/questions they may have.

Superintendent Jacobs gave a quick follow up on the Climate Change report presented by Rob Hoover at the December meeting.

The Safety Subcommittee met and the incident at the Penn Brook was discussed. Chairman Linares explained that there was an odor that was detected at drop off in the morning and it created some confusion in the drop off line. Lieutenant Hatch, Chief Mitchell, Facility Director Mike Anderson along with the bus company were in attendance to discuss this. Principal Maher and Assistant Principal Hope Doran will create procedures and update the Crisis Manual. Everything will be reviewed with School Committee when it is ready.

The Budget & Finance Subcommittee has met and the first draft of the FY20 Budget is ready. Another meeting is scheduled for next week where final dates will be determined. Wayne Snow from the FinCom has been invited to attend.

The Governance Subcommittee is working on a draft of the new Crowdfunding Policy and has updated the Meal Charging Policy.

The Negotiations Subcommittee has met with GESA and they have set the next 4 meeting dates for negotiations for the GESA contract.

A Public Relations Subcommittee meeting is scheduled for January 22nd.

The next SEPAC meeting is scheduled for February 12th at 6:45 pm at the Georgetown Peabody Library. The topic will be Coordinating Your Special Needs Financial & Estate Plan.

MOTION: Cheryl Lachendro (M. Hinchliffe second) motion to adjourn at 9:15PM. So voted (5-0). Motion carried.

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*