



**Georgetown School Committee**  
**Thursday, January 24, 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**

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**In Attendance:**

Barbie Linares	Superintendent Jacobs	Margaret Maher
Michael Hinchliffe	Suzanne Sutherland	Liz Marchetti
Suzanne MacDonald	Collin MacDonald	Marianne Fravel
Cheryl Lachendro	Jack Tiano	Brian Fanning
Pamela Lundquist	Dan Richards	

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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 24, 2019 which were Budget & Finance Subcommittee Minutes of 11/7/18, 11/13/18, 12/19/18, 1/9/19 and 1/16/19, Governance Subcommittee Minutes of 1/3/19 and 1/15/19, Negotiations Subcommittee Minutes of 1/9/19, Safety Subcommittee Minutes of 11/10/18 and Acceptance of Warrants #30P19 and #31V19.

**MOTION:** Michael Hinchliffe (C. Lachendro second) to approve the consent agenda as presented. So voted (5-0). Motion carried.

Documents Referenced: Budget & Finance Subcommittee Minutes of 11/7/18, 11/13/18, 12/19/18, 1/9/19 and 1/16/19, Governance Subcommittee Minutes of 1/3/19 and 1/15/19, Negotiations Subcommittee Minutes of 1/9/19, Safety Subcommittee Minutes of 11/10/18.

**Student representative:**

Chloe Martens, the student representative, was present and announced the Middle High School Dram Club’s musical, *Seussical* opening night is February 7<sup>th</sup>. The Catwalk for Cancer has been moved to March 8<sup>th</sup>. March 8<sup>th</sup> is also the blood drive during the day and the Credit for Life Fair for seniors. Boy’s basketball game will be home tomorrow at 6:30 pm and Girl’s basketball is away. Wrestling has a match on Saturday night at 6:30 pm.

**Audiences:**

c) Other

**- Out of State Field Trip Authorization - Brian Fanning**

Brian Fanning, Music teacher from Penn Brook, came before the committee to ask for permission to take 5<sup>th</sup> and 6<sup>th</sup> grade students to the Great East Music Festival on May 31, 2019. After the festival, the group will travel to Canobie Lake Park in Salem, NH as a celebration for the year’s accomplishments. This is a yearly trip where students perform for a panel of judges at the Festival. They are estimating 25-30 students to attend.

**MOTION:** Michael Hinchliffe (C. Lachendro second) to approve the field trip to Great East Music Festival and Canobie Lake Park, Salem, NH on May 31, 2019 as presented by Penn Brook Music teacher Brian Fanning. So voted (5-0). Motion carried.

- SEPAC Update – Tom Stewart

SEPAC Chair Tom Stewart has come before the Committee to present a SEPAC update. He announced that Trick or Trunk will be on October 19<sup>th</sup>. The board has voted to keep scholarship levels at \$200. There are currently 10 Special Education students graduating this year and there will be 18 graduating next year. There has been a workshop added on Thursday, March 28<sup>th</sup> – Managing Autism in Schools. There will be a training on February 6<sup>th</sup> at 6:30 pm at Amesbury High School. He added that he is in the process of collecting a list of credentials for all of our Special Education staff. He is also in the process of organizing informational meeting dates with Mr. Tiano. The next SEPAC workshop will be Feb 12<sup>th</sup> at the Georgetown Peabody Library. Mr. Stewart will be back to give another update in June.

**Administrative Reports:**

c) Department Reports

- MakerSpaces Update – Liz Marchetti & Marianne Fravel

Integration Specialist Liz Marchetti and Marianne Fravel came before the committee to give an update on the MakerSpaces in both the Penn Brook and the Middle High School. Marianne Fravel said the students at Penn Brook have been using MakerSpace for science experiments and also 3d printing. MHS makerspace is a little different. There are several groups that use the makerspace on a regular basis, including the 7<sup>th</sup> grade stem group, Special Education classes, etc. Ms. Marchetti also explained how they the MakerSpace helped with the recent Chopped Challenge that was held at the GMHS by creating a gift for the judges and awards for the winners. Ms. Marchetti also explained some of the new projects they are currently working on and how they are being designed to work through MCAS style prompts. Both Ms. Marchetti and Ms. Fravel will be joined by Ms. Schwarzkopf at a February School Committee meeting to give an update on Technology Integration.

**Financial Report:**

a) Line Item Transfers – Suzanne Sutherland, Director of Finance & Operations

Finance & Operations Director Suzanne Sutherland reported that there is a need for several line item transfers.

**MOTION:** Michael Hinchliffe (S. MacDonald second) to approve Line Item Transfers #166-#186 dated 1/24/2019 in the amount of \$31,696.54 as presented. So voted (5-0). Motion carried.

Document Referenced: Line Item Transfers spreadsheet #166-#186 dated 1/24/2019 in the amount of \$31,696.54

**New Business:**

a) FY20 Superintendent's Recommended Budget

Superintendent Jacobs presented the proposed FY20 budget of \$15,834,278 which is a 4.9% increase over the current revised FY19 budget. Tonight's proposal is the initial presentation. We have a Public Hearing scheduled at 6:00 pm before the February 12<sup>th</sup> School Committee meeting, and also a Special Meeting scheduled for February 26<sup>th</sup> at 6:30 pm where the Budget is to be accepted. The presentation to the FinCom is scheduled for February 27<sup>th</sup>. The School Committee has agreed to forward the Budget binder to the FinCom after the February 12<sup>th</sup> Public Hearing. The Superintendent highlighted some of the items that are presented in the binder. The budget request is for a level services budget and it will address an increase in special education out of district placement. The overall increase would have been 3.1% (salaries, non-salary and level funded special education tuition and transportation) but with the addition of three new high cost placements, the budget request will be 4.9%. Thirty eight percent (38%) of this increase is due to these three placements, which are mandated. The Superintendent also thanked Suzanne Sutherland, Director of Finance and Operations and School Committee members Michael Hinchliffe and

Cheryl Lachendro for working with her on the proposed budget and to their children Emily Hinchliffe and Kyle Lachendro for designing the beautiful front cover of the binder.

b) Acceptance of Donation for the School Lunch

We have received a donation in the amount of \$40.00 from an anonymous donor to be used to support families in arrears in the food service program.

**MOTION:** Suzanne MacDonald (M. Hinchliffe second) to accept the donation of \$40.00 from an anonymous donor to be used by the food services department with gratitude. So voted (5-0). Motion carried.

The Governance Subcommittee met on January 15, 2019 and they are in the process of finalizing the fundraising form. The final draft of new policy will be presented soon. Member Lundquist mentioned that the next policy they will be working on will be Transgender Equity at the January 29<sup>th</sup> meeting.

The Public Relations Subcommittee met on January 22, 2019 and discussed marketing ideas for the Perley Preschool.

Chair Linares reminded everyone that Saturday night is the Kentucky Derby Casino Night at 7:00 pm at the Black Swan Country Club and on January 30, 2019 there will be fundraiser at Pomodori from 4:00 pm – 9:00 pm to benefit the senior celebration class trip.

**MOTION:** Michael Hinchliffe (S. MacDonald second) motion to adjourn at 9:07 pm. So voted (5-0). Motion carried.

*Respectfully Submitted,  
Nancy Weiss, School Committee Secretary*