



**Georgetown School Committee**  
**Thursday, October 24, 2019 6:30PM**  
**Town Hall 3rd Floor Meeting Room**  
**Regular Session Minutes**

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

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**In Attendance:**

Barbie Linares	Superintendent Jacobs	Dan Richards	Tina Los
Michael Hinchliffe	Suzanne Sutherland	Margaret Maher	
Cheryl Lachendro	Jack Tiano		
Pamela Lundquist	Collin MacDonald		
Suzanne MacDonald			

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Chairman Linares called the meeting to order at 6:30PM. All recited the Pledge of Allegiance.

**1. Call To Order:**

Barbie Linares - present  
Michael Hinchliffe – present  
Suzanne MacDonald – present  
Cheryl Lachendro - present  
Pamela Lundquist – present

**2. Consent Agenda**

Chairman Linares read the items included in the Consent Agenda for October 24, 2019 which were the Regular Session Minutes of 10/10/19 and Acceptance of Warrants ##16P20 & #17V20.

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

**3. Student rep:**

The student rep, Caitlin Reale, came before the Committee to give an update on events at the Middle High School. Unity day was October 23rd. Sports are in the process of finishing up their seasons and are having their Senior Games. Student Council announced Spirit Week and the daily themes which consist of PJ Day to Tourist Day to Freaky Friday where the students dress like the teachers and teachers dress like the students. The Powder Puff game will be on Wednesday, November 27<sup>th</sup> which is the same day of the Pep Rally. Congratulations went to the Cheerleaders for winning in competition in Tewksbury last week. Chair Linares also congratulated Caitlin for a wonderful keynote speech at the Junior Honor Society induction.

SEPAC held another successful Trick or Trunk event. This was the highest participation. The Superintendent announced that the GYCC held a Halloween Dance for 7<sup>th</sup> & 8<sup>th</sup> graders last Friday night. There were 75 students in attendance. There will be a 6<sup>th</sup> grade Halloween Dance tomorrow, 10/25 at the Penn Brook. The Superintendent also announced that Charlie Mendez’s wife passed away suddenly. Mr. Mendez is a huge supporter of the schools and community and our condolences go out to him and his family.

#### **4. Audiences**

##### **c) Other**

Essex County Asset Builder Network – Tina Los

Tina Los from the Essex County Asset Builder Network has come before the committee to discuss the next round of Attitudes and Behavior Survey. This survey is paid for by the Town Foundation Grant and we are currently in the third and final year of the grant. Ms. Los presented information regarding the survey that will be administered to grades 6-12, which will include some new questions regarding vaping. These new vaping questions will be eliminated from the 6<sup>th</sup> grade survey. Additional new questions that were added include mental health questions, bullying and also questions regarding anxiety and stress. Once the survey data is back, a regional retreat will be held for students and they will be the first to see the results and discuss what they would like to do when they are back at school. A smaller group of students representing the regional schools that participated in the survey will meet and then present to their community. The student retreat will be held the beginning of February and the smaller group will conduct a presentation to the community in April. The survey is scheduled to be administered on November 15<sup>th</sup> for the Penn Brook and December 4<sup>th</sup> for the MHS. The Chair asked how the survey would be introduced to the 6<sup>th</sup> grade students. Principal Maher came forward and explained that a letter will go home next week to the 6<sup>th</sup> grade parents regarding the survey. Parents can come to the main office to see a copy of the survey and have the option to have their child opt out of the survey if they would like. Ms. Los also explained that the surveys are completely anonymous and any student can decide to not take the survey or skip a question if they chose. The communities participating in addition to Georgetown are Amesbury, Newburyport and the Triton Regional district.

#### **5. Administrative Reports**

##### **a) Superintendent's Report**

Superintendent's Award

The Superintendent announced that she has met with the top 5 students in the class and has made a decision for the Superintendent's Award. Unfortunately, the announcement will not be made until the next meeting on November 14<sup>th</sup> due to not enough time to notify the family of the winner.

##### **c) Department Reports**

2019 MCAS Overview

Collin MacDonald, Director of Curriculum & Instruction, came before the Committee to report on the 2019 MCAS Results. His presentation included results by achievement level, looking deeper at some specific examples, growth distribution and cohort analysis. When explaining results by achievement, Mr. MacDonald stated some of the conclusions for the following:

1. Focus on writing instruction and giving students more practice to writing in all modes using standards aligned rubrics seems to be paying off
2. Students are not getting tripped up by new MCAS question types
3. Mathematics standards were more scattered in terms of meeting state averages
4. Penn Brook Science scores are above state averages across the board (STEMscopes)

#### **7. Financial Report:**

##### **a) Line Item Transfers**

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

**MOTION:** Cheryl Lachendro (M. Hinchliffe second) to approve the Line Item Transfers spreadsheet #60 - #91 dated 10/24/2019 in the amount of \$96,841.16. So voted (5-0). Motion carried.

b) Camp Kieve Student Activity Increase

Suzanne Sutherland, Finance & Operations Director, is requesting the approval of a transfer of \$20,000 from the Agency account to the Student Activity checking account. This transfer will be used to cover the expenses of the Grade 6 Camp Kieve trip.

**MOTION:** Michael Hinchliffe (C. Lachendro second) to approve a transfer of \$20,000 from the Agency account to the Student Activity checking account to cover expenses of the Grade 6 Camp Kieve trip. So voted (5-0).

Motion carried.

c) Draft of Budget Calendar

Finance & Operations Director Suzanne Sutherland presented a draft of the proposed FY21 Budget Calendar. Once the dates have been finalized with the Budget & Finance Subcommittee, the calendar will be presented again.

**10. New Business**

a) Reinstatement of DECA

The Superintendent explained that the decision has been made to once again offer DECA as opposed to FBLA, which was offered last year unsuccessfully. Liz Marchetti has agreed to be the advisor and she has reported that there are 53 students participating this year. Since FBLA was included in the last teacher's contract, a vote is necessary to reinstate DECA as a club.

**MOTION:** Michael Hinchliffe (P. Lundquist second) to approve to reinstate DECA and replace FBLA as one of the Clubs offered at GMHS. So voted (5-0). Motion carried.

b) Michael Hinchliffe CIP Committee Reappointment

Mike Farrell, the Town Administrator, has informed the Committee that Michael Hinchliffe's appointment to the CIP Committee has expired this past June. Mr. Hinchliffe has agreed to serve for another term.

**MOTION:** Suzanne MacDonald (C. Lachendro second) to re-appoint Michael Hinchliffe as a member of the Capital Improvement Planning Committee for the Town of Georgetown until June 30, 2022. So voted (5-0).

Motion carried.

c) Acceptance of Donation from Masons of Georgetown

Superintendent Jacobs announced that the Masons of Georgetown has generously donated a new wheelchair to GMHS to be utilized in the nurse's office. The estimated cost of the wheelchair is \$250.

**MOTION:** Suzanne MacDonald (C. Lachendro second) to accept the donation of a new wheelchair from the Masons of Georgetown for the GMHS valued in the amount of \$250. So voted (5-0). Motion carried.

d) Acceptance of Donation from Balfour

Chair Linares explained that Balfour, the high school graduation cap and gown distributor, has made a generous donation in the amount of \$1,090 which will be used to create and install a vinyl inspirational quote for the wall above the entrance of the auditorium.

**MOTION:** Pam Lundquist (M. Hinchliffe second) to accept the donation of \$1,090 from high school cap and gown distributor Balfour to be used to create and install a vinyl inspiration mural for outside the auditorium. So voted (5-0). Motion carried.

e) Acceptance of Donation from Georgetown PTA

The Georgetown PTA has generously donated \$515 to be used to purchase 5 additional “Royals” spirit banners to be installed on the utility and light poles surrounding the GMHS parking lot. This will complete the project that was started this fall.

**MOTION:** Suzanne MacDonald (M. Hinchliffe second) to accept the donation of \$515 from the Georgetown PTA to be used to purchase 5 additional “Royals” spirit banners to be installed in the GMHS parking lot. So voted (5-0). Motion carried.

f) Approval of Transfer of Student Activity Fund

Principal Richards has requested the balance of the Dance Club activity account be transferred to the Journalism Club. The Dance Club has not seen any activity since 2015. These funds will be used to support the printing of the Georgetown High School “Royal Press”.

**MOTION:** Michael Hinchliffe (C. Lachendro second) to approve the transfer of Student Activity Funds in the amount of \$1,716.14 from the Dance Club to the Journalism Club to support the printing of the Georgetown High School “Royal Press”. So voted (5-0). Motion carried.

Before closing the meeting a few announcements were made. The next Governance Meeting will be held on October 31<sup>st</sup> and will continue discussion for the Crowdfunding Policy. The Superintendent reminded everyone that there will be a MASC workshop for the School Committee Members with MASC Representative Dorothy Presser regarding the new Superintendent rubric in the evaluation process at 5:30PM before the next School Committee meeting of November 14<sup>th</sup>. The Town Meeting will be held at 7:00PM on October 28<sup>th</sup>. And November 6<sup>th</sup> there is a SEPAC Basic Rights Workshop which is open to all from 6:00-8:00PM at the Georgetown Public Library.

**MOTION:** Michael Hinchliffe (C. Lachendro second) motion to adjourn at 8:37PM. So voted (5-0). Motion carried.

*Respectfully Submitted,  
Nancy Weiss, School Committee Secretary*