



Georgetown School Committee
Thursday, May 23, 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	Dan Richards
Michael Hinchliffe	Suzanne Sutherland	Margaret Maher
Suzanne MacDonald	Jack Tiano	Martha Dodge
Cheryl Lachendro	Collin MacDonald	
Pamela Lundquist		

Chairman Linares called the meeting to order at 6:36 PM. All recited the Pledge of Allegiance.

Call To Order:

Barbie Linares - present
Michael Hinchliffe - present (entered 6:43 pm)
Suzanne MacDonald - present
Cheryl Lachendro - present
Pamela Lundquist - present

Consent Agenda:

Chairman Linares read the items included in the Consent Agenda for May 23, 2019 which were the Regular Session Minutes of 5/15/19 and Safety Subcommittee Minutes of 5/9/19.

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 5/15/19 and Safety Subcommittee Minutes of 5/9/19

Student representative:

Chloe Martens, the student representative, was not present, but the Chair gave an update in her absence. Next Friday is the last day for seniors. Next Friday is also the junior/senior prom. The grand march is scheduled at 5 pm and the Prom will be held at the Danversport Yacht Club in Danvers. The senior trip is scheduled for June 6-7. They are scheduled to be at the American Legion Park after the awards ceremony and then the Kiwanis will have a BBQ for the 69 students and 6 chaperones that are attending. Some previous graduates will be chaperoning and there will also be one EMT. The spring art show will be held on May 29th. The Senior Showcase will be tomorrow May 24th at 7 pm. Therapy dogs will be coming into the MHS during exam weeks. Senior awards is scheduled for June 6th. The Roman culture showcase was yesterday at the middle school. And there was a Middle School Memorial Day celebration today.

Chloe Martens arrived at 7:30 pm. She announced that the boy's lacrosse senior night is tomorrow. Senior finals is next week and they will have open campus this year. Today is the final full day for seniors. And there will be baseball tournament this weekend.

Audiences:

c) Other

- Dorothy Presser, MASC

The Chair announced that Mike Gilbert, our MASC Field Director, retired. She then introduced Dorothy Presser, our new field director, who has been at MASC for the past 5 years. She has served on a School Committee for 21 years. Ms. Presser went on to explain the services MASC has to offer. Policy support, online policy manual, which she explained that currently over 80 districts have policies online. In addition, they offer policy review, they send out policy bulletins. They also have trainings at the November conference and there is also a summer institute the second weekend in July. MASC will work in the district with a governance program. They offer training on superintendent evaluations and collective bargaining. They facilitate workshops and onboard new committee members. They are also involved with advocacy. She said that field directors are always available to answer questions. And have recently started sending "The Daily Ed" emails that include news reports on surrounding districts. She reported that the MASC would also coordinate superintendent searches for the district.

Administrative Reports:

b) School Reports

- Elementary Handbook Approval, Margaret Maher

Principal Maher came before the committee to present the recommended changes to the elementary handbook. Principal Maher announced that she would like to add the district calendar to handbook. Also, they have updated under "School Visitor" that everyone needs to present an ID and under "Safety", unless you have an appointment, you are not allowed in the school and someone will have to come get you at the office. Principal Maher would also like to add that soda is not allowed as snack or meal under the "Meal Program". Also, under health services, we are adding that if a child is not in school due to illness, a child cannot attend afterschool sports or events.

MOTION: Cheryl Lachendro (S. MacDonald second) to approve the Elementary 2019-2020 Parent/Student Handbook changes as presented by Principal Margaret Maher. So voted (5-0). Motion carried.

Document Referenced: Elementary Handbook

- Middle School and High School Handbook Approval, Dan Richards

Principal Richards announced that there would be a few changes for the middle high school procedural guidelines pertaining to suspension of students with disabilities. He said that it reflects our practice. And the second section of these guidelines is new to this year. He said that we are introducing discipline as a diversionary program. This is an alternative to suspension. The diversion program consists of 3-4 weeks of students needing to read and report to what they learned. This is more of educating the child rather than disciplining. The students are also responsible for making up in school work. The diversion program is on the students own time and they report once a week to an administrator. Suspension is decided case by case and customized to the student with which administrator is involved.

MOTION: Pam Lundquist (M. Hinchliffe second) to approve the Middle School and High School 2019-2020 Handbooks as presented by Principal Dan Richards. So voted (5-0). Motion carried.

- International Field Trips Guidelines Approval, Dan Richards

Art Teacher, Martha Dodge, has joined Principal Richards is presenting a new international trip to France. The trip will be planned with both the French teacher and the Art teacher. This trip is being planned for February vacation 2020. These trips are an extremely beneficial cultural experience. They will be open to French students regardless

of their level but advanced art students only. They are estimating that approximately 50 students will attend and they are planning on 1 chaperone 10 students. They are open to fundraising, if a student needs it. As soon as the trip is approved they will have a parent meeting. The Committee had several questions for Principal Richards, therefore, he will come back to next School Committee meeting to present for trip approval with more information for a vote.

Principal Richards presented the international field trips guidelines. In the regular handbook, there had been no language for overnight trips. One of the modifications will be that there be no calling between rooms on international trips. The Committee asked questions regarding the disciplinary policy while on an international trip. Principal Richards said that language for this will be linked to discipline in handbook. Principal Richards said he will adjust the policy language and come back for approval at next School Committee meeting.

Document Referenced: Middle School and High School 2019-2020 Handbooks

Financial Report:

a) Third Quarter Financial Report

Suzanne Sutherland reported on the general fund budget. She explained that athletics are still waiting for a few last payments. The projected balance just for athletics is about \$20,000. Everyone is up to date, except for one family who they are working with, for the preschool revolving. We are expecting a positive balance at the end of the year. We currently have 66 students for next year for the preschool and there are 4 remaining open slots. We will have 2 full day classrooms and 1 half day classroom for next year. We have an upcoming preschool meeting and will have a better idea of where we will stand for next year after that. School choice has not changed. We have only received three 7th grade applications as to date and there will be 8 faculty students enrolled. School lunch revenue is pretty consistent, although the MHS has dropped a little since last year. Al la cart revenue has increased and Penn Brook has recently started their ice cream sales. Ms. Sutherland added that the budget was initially frozen, but then due to some changes in Special Education, the budget situation has changed.

New Business:

School Committee Evaluation

The School Committee evaluates itself annually to ensure that they are following previously set up goals in the following categories: Governance, Operations, Member Relations, Committee/Superintendent Relations, Strategic Planning & Fiscal Management, and Community Relations. The Chair commented that there were no surprises in the results. Overall the scores show that the Committee agrees or strongly agrees with their performance in each of the categories. There was a suggestion to bring back new member orientation in the fall. The Chair commented that the committee works well together, have a great relationship with each other and other municipal departments, and have a mutual respect for each other.

Document Referenced: School Committee Self Evaluation Average Scores

Superintendent's Evaluation

Chairman Linares stated that she would review the overall performance of the Superintendent then individual members were asked if they wanted to speak. The overall rating is proficient but there were also exemplary ratings given. This performance evaluation includes Instructional Leadership, Management & Operations, Family & Community Engagement and Professional Culture.

Consensus is that all are pleased with the security updates in the schools. They are proud that vape detectors were installed in the MHS. The Superintendent has guided the schools through New Generation MCAS and the mentor teachers program. She has worked well with the Budget & Finance Subcommittee. She has worked with the curriculum director and seeing a need for new curriculum. She has helped institute a new inclusive Special Education model. She has played a lead role in facilitating the youth center. She is a member of the Royal Boosters

and has been a key person in revitalizing this program. She was the leader in the WRAP Committee. She continues to engage the community. She chaperoned the Disney trip. She has been commended on the amount of time spent at school and athletic and town events. She has a great rapport with the custodial staff. She works continuously on improving communication with social media and the Superintendent Grapevine. She has offered continued support to the GeorgetownCares Program, and has worked hard on having the Food Services Department move in right direction.

There will be an Executive Session meeting for selection of the Baker Adams Scholarship recipients on Tuesday, May 28th at 6:00PM at the Perley.

The Town Scholarships Committee has met and they are in the process of selecting recipients of the Town Scholarship.

The next School Committee meeting is June 13th. The Chair wishes all the seniors good luck.

MOTION: Cheryl Lachendro (M. Hinchliffe second) motion to motion to adjourn at 9:25 PM. So voted (5-0). Motion carried.

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*