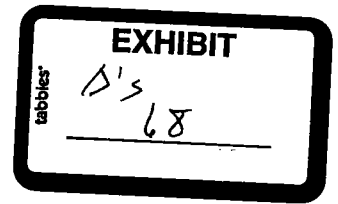


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**IPSWICH SCHOOL COMMITTEE MEETING
MS/HS ENSEMBLE ROOM
MINUTES OF THE MEETING**

September 9, 2004



OPEN SESSION

CALL TO ORDER:

J. Arsenault, School Committee Chairperson, called the meeting to order at 7:30 p.m. with the following members present: B. Hopping, J. Loeb, D. Ross E. Traverso and H. O'Flynn. Also present was R. Korb, Superintendent of Schools, G. Zeman, Director of Finance & Operations and Megan Breaker, Student Representative. Not in attendance

ANNOUNCEMENTS:

J. Arsenault read the following announcements:

There will be no Executive Session this evening.

A meeting of the Policy/Operations Subcommittee will be held on Monday, September 13, at 7:00 p.m. in the Payne School.

There will be a joint meeting of the School Committee/Board of Selectmen/Finance Committee on Tuesday, September 14, at 7:30 p.m. in the Middle/High School Ensemble Room.

A meeting of the Nutrition Advisory Committee will be held on Wednesday, September 15, at 7:00 p.m. in the Payne School.

The Athletics Subcommittee will meet on Tuesday, September 21, at 7:30 p.m. in the Middle/High School Faculty Dining Room.

The next meeting of the Ipswich School Committee will be held on Thursday, September 23, at 7:30 p.m. in the Middle/High School Ensemble Room.

CITIZENS' QUESTIONS:

Robin Falabella, ITA President, teacher and parent publicly thanked the School Committee for sponsoring the three courses presented this summer. These courses were well attended and appreciated by all the staff. She thanked the administrators and school committee very much and also wanted them to know that having settled the contract last year, made for a relaxed and good transition into the new school year.

Mr. Korb spoke about the excitement of the first day of school and the opportunities our students have. He reminded us that in today's world it is not always like this and proceeded to lead the group in a moment of silence to remember the 350 children of Russia who lost their lives their first day of school.

I. SCHOOL COMMITTEE PRESENTATION

A. STAFFING REPORT:

Dr. Ken Cooper reported that Doyon School had a great opening day and thanked Jeff Loeb for his remarks to all the staff. At Doyon one teaching position was cut and two positions were filled. All other staffing positions are filled. Dr Cooper is concerned about Grade 2 in which the classes are 25 students each. Dr. Copper also thanked Gail Zeman for her handling of transportation and Paul Bedard and the rest of the crew for a job well done.

Carolyn Davis stated that this is the first time in fourteen years Winthrop School has no staff changes. Opening day was exciting and they have approximately 490 students. Class sizes were noted and are unacceptable and the teaching model will be different this year at Winthrop School. C Davis told the committee she was happy to have head custodian Paul Bedard, who she thanked for his leadership in organizing and getting their school ready – the best its been in years.

Cheryl Forster told the group the Middle School had a great opening. Staff is all set with the Middle School not replacing the Like Skills Teacher. Having one less specialist, some P.E. classes will be coed for grades 7 & 8. Students are excited about Tennis and Golf now being offered this year at the Middle School.

Barry Cahill opened school with 626 students. First day of school went smoothly. They are interviewing tomorrow for a Special Needs Teacher, who hopefully will fill their last teaching position. Mr. Cahill was excited telling the committee of a Mentoring Program that is soon to start and hopefully the students will keep this mentor for all four years. Curriculum Night at the High School will be October 22.

Mr. Korb passed out a sheet listing the enrollment numbers for the first day of school, how any less/more the year before and less/more from June 04.

B. INSPECTION OF SCHOOL BUILDINGS REPORT:

H. O'Flynn toured the Doyon School and credited the new custodial model team for a fine job. The tile work, cleaning equipment and ventilation was all noted. He thought the 2nd grade classes looked tight – with not much open space due to the 25 chairs needed in each room.

Dianne Ross visited the MS/HS and found all classrooms, gym, cafeteria, Performing Arts Center all in good shape. Wonderful new signs appear in classrooms and throughout the building stating the Ipswich High School Mission Statement and the Expectation for Student Learning.

Ed Traverso visited the Winthrop School and gave it a glowing report, especially the boiler room! He found the newly constructed pond a wonderful addition and thought the students will

enjoy and benefit from it. Mr. Traverso also went to the Birth-to-Three Center and found it to be a wonderful resource for our families. He stated that the students attending this program will be tract to see how well the children continue to progress.

C. CONSERVATION COMMISSION:

Rick Korb spoke regarding the Certificate of Completion Requirement Survey Cost. This unfortunately was not budgeted and in order for the Conservation Commission to sign off on the MS/HS building project, this survey must be done, at our expense. The Conservation Commission would like this survey completed by December 04. This cost should be somewhere between \$28,000 to \$35,000 . Mr. Korb spoke with Rick Weik who thought this cost would probably be closer to \$29,000 to \$30,000. Mr. Korb suggested taking monies from the Choice Account to pay for this. Having the survey done now, budget it for next year and wait to complete it then, the chance of being fined by the Conservation Committee, were all thoroughly discussed. J. Loeb made the motion to have the survey done with payment coming from Choice funds, B. Hopping seconded. Approved - E. Traverso, D. Ross, J. Arsenault. Apposed – H. O'Flynn.

D. CHERRY SHEETS DISCUSSION:

R. Korb told the committee he had reviewed the new Cherry Sheets and the Town Memorandum from George Howe with the Budget Subcommittee. There were different interpretations of this memo. The amount of \$265,308 is what the town feels we might receive in additional revenues. J. Loeb discussed the tax rate summary sheet. The numbers need to be explained at next week's joint meeting between the School Committee/Board of Selectmen/Finance Committee. In the end, the school's share of this new money could be any where from \$60,000 to \$75,000.

A discussion ensued regarding insurance premium costs, correcting the problems with Munis, adding a grade 2 teacher, and replacing hardware and software in the schools. All these were discussed as possible areas where the extra monies could be used.

E. FY05 FINANCIAL REPORT:

Gail Zeman complimented her staff in the Business Office. All is running smoothly. Insurance and fuel will be very high this year. B. Hopping suggested a letter from the committee to thank all those for their efforts and a job well done. Mr. Korb told the committee the Business

Office needs a part time person who would be a cross-trainer for both payroll and accounts payable. This is essential to keep all systems working should someone be sick or away. A grant and the savings from the secretarial position not readily filled downstairs, will support this part time business office person.

II. SCHOOL COMMITTEE REPORT

A. VOUCHER/BILLS:

Signed

B. BUDGET SUBCOMMITTEE REPORT:

J. Loeb suggested that the Timeline be adjusted, by putting off the presentation by the principals until January and have the Finance Committee meeting not held until February. J. Loeb stated this will allow for a better picture of what we need. J. Loeb spoke highly about the software Tom Gallagher uses in scheduling athletics. He stated the school committee and central office would benefit using this program – especially when creating the calendar. R. Korb said he would pursue this with Chris Burke.

C. COMMUNICAITONS SUBCOMMITTEE REPORT:

Suggestion was made to revisit the use of e-mail communications. The question was asked was there an agreement on the award deadline which was thought to be September 14. R. Korb believes there has been an extension. E. Traverso said nothing had been decided yet, but it had been discussed that perhaps the 1 person in town might Harry Lampropoulos and for the business award t would be EBSCO. A motion by J. Loeb, to allow the Communications Subcommittee to make the final choice and was seconded by D. Ross. Unanimous

D. FEOFFEEES SUBCOMMITTEE REPORT:

Edmund Traverso spoke of Attorney Richard Allen's draft. This draft gives 3 alternatives on how the town would define a fiscal emergency? Mr. Traverso stated that at the next Town Subcommittee Meeting, he will ask about the audit. Rick stated he will send notes to members from H. O'Flynn and E. Traverso - so that revisions of the document can take place. It was recommended that a joint meeting be set up in October so these issues can be discussed. Also noted, the Feoffees 2004 Report has not been received. Better reporting by the Feoffees will be requested.

E. TOWN MANAGER SEARCH COMMITTEE:

Dianne Ross updated the committee on the search for a new Town Manager. A profile should be completed by the next meeting, a meeting with the town directors and department heads was held, a list of questions are being assembled and their next meeting with the selectmen in on September 20. Resumes are being received.

F. SUPERINTENDENT'S CONTRACT:

Dr. O'Flynn read the following motion – Move the Ipswich School Committee increase Superintendent Korb's salary for the 2004-2005 school year to \$132,500 and to award a \$2,000 merit increase, based upon job performance, to be contributed to his existing annuity. Additionally, the Superintendent's contract shall be extended for a third year through June 30, 2007. H. O'Flynn moved to accept, J. Loeb seconded – Unanimous

III SUPERINTENDENTS'S REPORT**A. SUPERINTENDENT'S ADMINISTRATIVE REPORT:**

As reported earlier in the evening, Mr. Korb stated all went well the first day of school.

OPEN SESSION

September 9, 2004

Page 5

IV. CONSENT

CONSENT AGENDA:

Unanimously approved.

V. EXECUTIVE SESSION

No Executive Session

VI. ADJOURNMENT

At 9:30 p.m. motion for adjournment by J. Loeb, seconded by B. Hopping.