

## **REGULAR SESSION MINUTES**

January 10, 2018

A meeting of the Swampscott School Committee was held in room B129 at Swampscott High School commencing at 7:02 p.m. with the following members present: Ms. Amy OConnor, Chairman; Ms. Gargi Cooper, Vice Chair, Mr. Ted Delano, Ms. Carin Marshall and Ms. Suzanne Wright. Also Present: Ms. Pamela Angelakis, Superintendent of Schools; Ms. Anne Marie Condike, Director of Curriculum, Instruction and Professional Development; and Mr. Evan Katz, School Business Administrator and Student Representative Oliver Daniels-Koch. Student Representative Tenley Seidel was absent.

### **PUBLIC COMMENT**

There was none.

### **COMMUNITY ANNOUNCEMENTS**

Oliver Daniels-Koch said midterms were coming up and that there would be mindfulness held during the midterm breaks.

Ms. Wright spoke about seeing a lot on social media about snow plowing. She questioned whether there was a plan for clearing the major pathways to schools. Ms. Angelakis stated she had recently met with the Town Administrator and one of their discussions was regarding snow removal. There was discussion around the neighborhoods surrounding the schools and whether there was any help that could be afforded to those neighborhoods. Oliver Daniels-Koch suggested it be looked at as community service. Ms. Angelakis stated he could look into that on his end and it could be coordinated.

Ms. Cooper thanked Mr. Calichman for sending out a letter to parents regarding vaping. She stated it contained great information as well as pictures for parents to reference. Ms. Angelakis agreed that the information sent with the pictures was very powerful. Ms. OConnor agreed that the bracelet pictured was a topic of conversation in her household.

### **SCHOOL BUSINESS ADMINISTRATOR**

#### **FY18 Budget Update**

Mr. Katz referred the Committee to the FY18 summary document and the MUNIS report. Mr. Katz reviewed each of the areas which are underfunded as well as over budget items. He explained that with approximately 60% of the school days completed the district is approximately \$100,000 over budget. He stated he would continue reporting monthly to the Committee. There was discussion regarding a spending freeze throughout the District and it was agreed that anything non-essential would not be processed. Mr. Delano questioned whether the two long term nurse absences would return. Ms. Angelakis stated they would and those have affected the substitute budget as well due to the sub rate for nurses being higher than that of teacher sub rates.

#### **FY19 Budget**

Ms. Angelakis gave some historical information on the budget including a review of past percentage increases from the town and stated she didn't feel a continued large percentage increase would be sustainable. She stated she was directed by the Committee to come in with a 2.5% increase to the budget. She stated the Leadership Team has met and brainstormed and the budget proposal keeps equity amongst students and teachers while keeping the District goals in mind. Mr. Katz referenced the three documents in the Committee packets which included a summary of the budget. He also referred to the dates for next steps in the budget process. Ms. Cooper questioned the Extended Day change. Mr. Katz stated the program can't sustain the amount given to the District. Mr. Delano questioned whether the District could go forward with a Special Education Stabilization Fund on its own and Mr. Katz stated it would need to go before Town Meeting. Ms. Angelakis added they do have the support of the Town Administrator and Finance Committee in establishing that. Mr. Katz also explained that it was still early in the process and a lot of things will be refined over the next month. He also reviewed the items under review which would be a reduction in

positions and lastly possible fee increases. Mr. Katz stated that it was early in the process and that this was just the first look at the FY19 budget.

Ms. Angelakis reviewed the proposed reductions including those at the elementary level which could increase class sizes across the District and said that she had reviewed class sizes in surrounding Districts and that we would still be in line with those Districts. She also stated that the Leadership Team would continue to look at all options. She added she would be meeting with District PTO/PTA's as well as parent groups and staff at each building. She stated she intended to keep everyone informed along the way.

Mr. Delano questioned staff in the Swift/Harbor program at the Middle School. Ms. Raymond stated there were three full time staff. Mr. Delano questioned how that cut would affect the program and Ms. Angelakis said there were fewer students than they anticipated and Ms. Raymond added that guidance and the school psychologist could cover some services as well. Oliver Daniels-Koch questioned the High School ELA cut. Ms. Raymond stated that it was able to be done through scheduling. Ms. Angelakis stated she understood the cuts looked focused on elementary but that they have looked at all levels of the District.

Ms. OConnor thanked Ms. Angelakis and stated she felt the budget represented a shift in planning that the Committee hasn't seen in years and that she appreciated that Ms. Angelakis looked at all options. Ms. Angelakis stated she felt she was comfortable with what was proposed in terms of the impact on students and added that there have already been changes and will continue to evolve as the budget progresses.

Ms. Wright also thanked Ms. Angelakis and Mr. Katz for their hard work. She added the Committee was getting a handle on issues that it hasn't had a handle on for a while and that being responsible in the budget is important. Ms. Cooper questioned if there was next meeting for the Committee of the whole for budget. The Committee discussed January 19th and Ms. OConnor stated she would talk with Mrs. Caron about setting a date.

#### **DIRECTOR OF CURRICULUM**

##### **Mentor/New Teacher Induction Update**

Ms. Angelakis requested to move this item to the next agenda.

#### **CHAIR REPORT**

##### **TriChair Meeting**

Ms. OConnor said that the TriChair meeting was scheduled for this Thursday.

#### **Bargaining Subcommittee**

Ms. OConnor updated on bargaining meetings. She further added that Ms. Marshall would be replacing Ms. Cooper who had requested someone to step in due to some additional responsibilities she had taken on.

#### **SUBCOMMITTEE REPORTS**

##### **Policy Manual Update - GBGE - Domestic Violence Leave Policy - vote requested**

Ms. Wright stated the policy had been changed regarding how leave would be paid. She added that Mr. Delano's question regarding privacy wouldn't be relevant for this policy and therefore the policy could be voted as previously amended.

#### **MOTION:**

It was moved by Ms. Marshall and seconded by Mr. Delano to approve policy GBGE. The motion was approved unanimously.

#### **Policy Manual Updates - IHB - JICG**

Ms. Wright reviewed the comments and questions to the 10 policies reviewed at the last meeting. There was discussion around policy IJNDD - Social Media. Ms. Wright stated she had spoken to Mike Gilbert and it was decided to remove the policy from vote and discuss further with Ms. Farley. Ms. Angelakis stated it should be discussed at next week's workshop meeting.

**MOTION:**

It was moved by Ms. Marshall and seconded by Ms. Wright to delete current policy IKAB and replace it with MASC policy IK. The motion was approved unanimously.

**MOTION:** It was moved by Ms. Marshall and seconded by Ms. Wright to approve changes as outlined to policies IHB, IHBEA, IJ, IJLA, IJOA, IJOB, IKF, JCA, JEB, JHD and JICH. The motion was approved unanimously.

**MOTION:** It was moved by Ms. Wright and seconded by Ms. Marshall to remove current policies IK, IJJ, IJK and IJM. The motion was approved unanimously.

Ms. Wright stated she would ask Mrs. Caron to email policy IJNDD to Ms. Farley for the workshop meeting.

**CONSENT AGENDA**

Ms. OConnor read the contents of the Consent Agenda.

**MOTION:** It was moved by Ms. Wright and seconded by Ms. Marshall to accept the Consent Agenda.

Ms. Angelakis referred to the cafe tables being donated and stated the District was very grateful for them. Ms. Wright questioned where they were being stored. Ms. Angelakis stated they haven't been delivered but wanted to get the donation accepted.

**VOTE ON MOTION:** The motion was approved unanimously.

**ADJOURNMENT**

**MOTION:** At 8:26 p.m. it was moved by Ms. Marshall and seconded by Ms. Cooper to adjourn. The motion was approved unanimously.

Respectfully submitted,


















Pamela R.H. Angelakis, M.A., M.Ed.  
Superintendent of Schools

Date:



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Supporting Documentation:

 01 - Updated Agenda 10-Jan-2018 School Committee Meeting ...	1/8/2018 3:19 PM
 02a - FY18 Budget-YTD Summary .pdf	1/10/2018 10:57 AM
 02b - FY18 Budget-YTD.pdf	1/10/2018 10:55 AM
 03a - FY19 Budget.pdf	1/10/2018 1:50 PM
 03b - FY19 Budget-Draft Summary.pdf	1/10/2018 10:50 AM
 03c - FY19 Budget-Draft Options.pdf	1/10/2018 10:48 AM
 04 - Policy GBGE-Domestic Violence Leave Policy Update.pdf	12/11/2017 1:20 PM
 05 - DRAFT for Vote Requested IHB-JICG 121317.pdf	12/14/2017 9:51 AM
 06 - 13-Dec-2017 SC Meeting Minutes.pdf	1/8/2018 12:49 PM
 07 - 8-Dec-2017 Budget Subcommittee Meeting Minutes.pdf	12/21/2017 11:18 A...
 08 - Donation - Pathways Inc - cafe tables.pdf	12/11/2017 1:25 PM
 09 - Donation - P.Barish - E.Grocki SHS Art Classroom.pdf	1/8/2018 12:27 PM
 Approved 8-Dec-2017 Budget Subcommittee Meeting Minutes....	1/11/2018 11:04 AM
 Approved 13-Dec-2017 SC Meeting Minutes.pdf	1/11/2018 11:03 AM
 FINAL DRAFT IHB-JICG 011018.docx	1/11/2018 10:11 AM