

# Provincetown School Committee Meeting Minutes

DECEMBER 9, 2014  
PROVINCETOWN HIGH SCHOOL BUILDING

## AGENDA TOPICS

1. **CALL TO ORDER:** AT 4:38 PM BY TONY BRACKETT, CHAIRPERSON
2. **ROLL CALL**

<b>MEETING CALLED BY</b>	Provincetown School Committee
<b>TYPE OF MEETING</b>	School Committee Meeting
<b>CHAIRPERSON</b>	A. Brackett
<b>NOTE TAKER</b>	K.Pike
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	Members: L. Lovati, A. Brackett, C. Benson, S.Sawyer, L.Lovati (arrival 4:44 p.m.) Others: B. Singer, K.Pike

### 3. PUBLIC COMMENTS

<b>DISCUSSION</b>	NONE		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

### 4. MINUTES

<b>DISCUSSION</b>	MINUTES FROM 9/9/14, 10/21/14, 11/18/14		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
SEPTEMBER 9, 2014 Minutes With correction of Cass Benson coming late at 5:45 pm. C.Benson motion to accept; S. Sawyer 2 <sup>nd</sup> Accepted 4-0-0 OCTOBER 21, 2014 Minutes C.Benson motion to accept; S. Sawyer 2 <sup>nd</sup> Accepted 4-0-0 NOVEMBER 18, 2014 Minutes C. Benson motion to accept; K. Adams 2 <sup>nd</sup> Accepted 4-0-0	K. Pike		

### 5. SUPERINTENDENT'S UPDATE: MSBA

DR. SINGER

<b>DISCUSSION</b>	OPM selected Hiring an architect to take control of design in January Proofreaders have document – require 10 days. Adding time to process. Moving along as expected.		
<b>CONCLUSIONS</b>	Continue process; Keep school committee updated.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
	B. Singer		

**5. SUPERINTENDENT'S UPDATE: PROVINCETOWN SCHOOLS REPORT CARD**

DR. SINGER

<b>DISCUSSION</b>	School Report Cards have been mailed. District Report Cards (state mandated) have been included in the mailing, which had been introduced to PSC during the MCAS presentation in October. Cass – request to explain report card Dr. Singer reviewed.		
<b>CONCLUSIONS</b>	We have made improvements in Math, ELA and Science from the previous year. Remain a Level 2 for the SY14.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**5. SUPERINTENDENT'S UPDATE: NEW STAFF**

DR. SINGER

<b>DISCUSSION</b>	<p>Hires:  <b>Technology Integration Specialist</b> – Chad McCarthy (Tyler will be key person in bringing him on board) Full Time                      Liz – this position is a replacement not a new hire. This person will train teachers, students and work with state reporting and technology plan.  <b>Teacher of Severe Special Needs</b> (special licensure) – Kathryn Linnell – Required by law if you have students with severe special needs to have a licensed teacher. Full Time because severe special needs population has increased. Will work with general population (IEP or not) if they have behavioral needs. She will do training and work directly with students.                      Cass – what happens when we can't handle behaviors?                      Dr. Singer – Free and Appropriate Education – what is on the student's individual educational plan. You do an evaluation. Parents have power of agreement or refusal. Sometimes this becomes a negotiation. Required to provide what is on the IEP. If you have one student who does not have a peer group who is out of the classroom in a separate setting, small population with substantial significant needs – you would be looking at a day program or residential program. Currently no residential and day programs on the Cape other than the Collaborative. Typically –                      Base cost \$45,000 not including additional services. Reasonable.                      Transportation not reasonable – can run over \$100,000 for an individual student.                      No voice – no choice. The state will reimburse a year later at a percentage they deem appropriate over \$40K excluding transportation.                      If you have more than 1 student within 48 months of one another you can group those students with a teacher with those skills and licensure.                      Tony – Students take some of their instruction in the regular classroom?                      Dr. Singer – Least restrictive environment. All students spend some of their time with grade level peers in the classroom. We had a new family in with 2 students who were in out of district placement school.  <b>Paraprofessional</b> - Kathy Smola who is a licensed teacher.  <b>Personal Care Attendant</b> Looking for someone to replace a previous hire.                      Liz – Why didn't we hire another person.                      Dr. Singer -The personal care attendant wanted a job as a 1-1 paraprofessional.                      Cass – It is important to recognize that the severe needs teacher takes the place of just the transportation cost for a student being sent out of district to the Collaborative.                      Dr. Singer – Cost effective and cost efficient and educationally responsible. We will look at this during budget.                      Tony – Could this teacher work with students who have behaviors (suddenly)?                      Dr. Singer – Yes. She is the lead teacher and there are 1-1 paras for other students.</p>		
<b>CONCLUSIONS</b>	PSC is pleased with new hires and additional support for students in the schools.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**5. SUPERINTENDENT'S UPDATE: HOLIDAY EVENTS**

DR. SINGER

<b>DISCUSSION</b>	<p>December 22<sup>nd</sup> – All school caroling in town                      December 23<sup>rd</sup> – Wee Care and PreK pancake breakfast and PYP/MYP Holiday Potluck                      December – Stuff a cruiser                      Spirit Week beginning December 17<sup>th</sup> through December 23<sup>rd</sup> including:                      Wednesday – Twin/Triplet Day; Thursday – Sports Team Day; Friday – Black and Orange Day; Monday – Ugly Sweater/Hat Day; Tuesday – Pajama Day                      No Winter Concert in December this year – Winter Concert will take place in January.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
	K. Pike		

**6.1 NEW BUSINESS:** Discussion: Public Hearing (December 18, 2014) Meeting Time

DR. SINGER

<b>DISCUSSION</b>	<p>Dr. Singer discussed that 4:15 p.m. time might present a problem.                      Tony discussed his concerns that community would not be able to get here on time. Would like the time to be moved.                      Shannon discussed concern over other holiday events (ALICE) – Tony feels that the meeting will be short.</p>		
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<b>CONCLUSIONS</b>	Public Hearing on 12/18/14 will be at 5:15 PM		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
	Dr. Singer		

**6.2 NEW BUSINESS: FY 16 High School Budget Presentation and Discussion**

DR. SINGER

<b>DISCUSSION</b>	<p>We have a budget agreement with Nauset at \$16,640.88 per student.  46 identified students.  44 possible Nauset  1 will be moving out of district.  1 has registered at Monomoy.  We are investigating transportation to Monomoy currently. Looking at whether or not we can help with transportation. Monomoy, tuition without agreement would be choice. (\$5000)  Liz – We would save \$16, 640  Shannon – We had talked about a discussion with Monomoy  Dr. Singer – New superintendent gave rise to new discussion. Looking at Cape Tech bussing to hitch a ride. Another possibility is Monomoy having a bus that brings students from other towns.  This results in an increase of \$82,798.72  PSC - discussion asked for an addition of 2 students  Dr. Singer - need a bigger bus for the run to Nauset.  Not predicting an out of district placement for SY16 from Nauset. \$92,000  Liz – How do we not anticipate a district placement  Dr. Singer – Student now attends Nauset.  Will ask town to transfer amount to school budget.  Cass – High School budget has gone up by \$150,000. This is a cost that we cannot control.  Tony – If 8 students agreed to go to Monomoy – what would that mean for us?  Shannon – Monomoy very welcoming and want students there.  Discussion about Monomoy.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Dr. Singer will pursue Monomoy bussing and contact with Superintendent.	Dr. Singer		

**6.3 NEW BUSINESS: Provincetown Schools FY16 Budget Presentation and Discussion**

DR. SINGER

<b>DISCUSSION</b>	<p>Dr. Singer – This is what we need, not just wants. We are mandated to provide services to students with IEP's. Recently we have been successful in providing a wide range of service to many children in our district consistently. In case of Special Education, cost is a consideration but can never be the deciding factor. We have had to make an out of district placement, we have had to hire a teacher of severe special needs, an additional para, 1 personal care attendant. Cost is \$120,475.50 for additional staffing.  Additional personnel are not in the FY15 budget.  Liz – This is the staffing we need to provide? The education that students are required to have?  Dr. Singer – Yes, the question is how do we pay for it?  1. Go to town and ask to transfer \$70K from high school budget.  2. Use choice funding for the balance.  Liz – There will not be additional requests of the town for money?  2% increase in funding for all staff.  You will not see names this evening.  The pink column is the appropriated column. It is what we ask the town to spend.  Left of the pink column is FTE's and steps.  FY 16 does not reflect who is here today.  With all the changes in FY15 personnel we have a positive of \$18,000 which will fund what is needed for students.  Tony – Can you speak to longevity pay.  Dr. Singer – There is a longevity clause in all contracts for union and non-union payment  15 years - \$800  20 years - \$1500  etc.  Liz – Can you negotiate that out of the contract?  Dr. Singer – You would need to renegotiate for staff or faculty moving forward.  The town negotiated that new town employees would pay a different percentage for health insurance ( Tony – against it but teachers we have now who are receiving it are seasoned teachers. As teachers retire we will begin to see this number go down.  Discussion regarding contracts and % increases.  Cass – Can you talk about the pension?  Dr. Singer – State retirement board 1998 – gave licensed educators the option of changing to Retirement Plus. Accelerated your ability to retire.  For some reason many people in Provincetown did not opt in. This was a huge mistake. Any teacher who did not choose, service and age have to equal 100. People who took Retirement Plus could retire at 58 at 80%.</p> <p>Budget:  Page 2  Cass – Increase Superintendent's pay.</p>		
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	<p>Tony – Request a 2% raise  Liz – Dr. Singer has been diligent and gracious regarding budget and salary.  Discussion regarding business office – Bring back next week  Page 3  Liz – What is Title I? Is this a guaranteed grant?  Dr. Singer – Supports students in low income schools (population of F &amp; R) who are not meeting goals. This is an entitlement grant.  Shannon – We used to have 2 nurses – one through a grant. Is that possible? Do we need more?  Dr. Singer – The grant no longer exists – one nurse is adequate.  Page 4  Liz - What is a custodial move-up?  Page 5  Inclusion of bigger busses;  Page 7  Tony – Apply 2% increase to SPED director position.  Tony – What is contracted services?  Dr. Singer – A one day per week person/SPL</p> <p>Overall  Dr. Singer – This is an overall increase of \$154,752 over the FY15 budget.  If you would like me to fund other ways – you have choice income and can use in other ways.  Money goes to Provincetown Schools – Some income from choice because a level of need of a student.  Tony – Would there be money left over?  C – How much money exists now?  Dr. Singer – We receive approximately \$13K a month for the student.  Tony – Is it possible to bring the 5.5% down to 3.5% - Can we look at it both ways if budgets can be compared.  Tony asked Truro for budget for FY15 – K-6 budget is \$3,171,301.  Dr. Singer – total budget for SY16 including Nauset tuition = \$3,735,960</p>		
<b>CONCLUSIONS</b>	Budget is fair and it is important to get out to the finance committee and public needs of students.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
What is a custodial move up? Increase in Superintendent and SpEd director pay. Dr. Singer will look at budgets with a 3.5% comparatively.	Dr. Singer	12/16/14 presentation	

**8.1 OTHER BUSINESS:** Any other business that shall come before the Board and could not be anticipated within the 48 hour minimum posting requirements of the Open Meeting Laws

<b>DISCUSSION</b>	NONE		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**9. PSC COMMENTS**

<b>DISCUSSION</b>	<p>S. Sawyer – Asked about winter concert taking place in January. Caroling on the 22<sup>nd</sup> will take the place of traditional winter concert.  PTA – thank you to all members – for supporting Becca Hudson – Amazing. Incredible show of support. 21 people registered as donors.  K. Adams – Apologies for missing last couple of meetings.  L. Lovati – No Comment  C. Benson – No Comment  T. Brackett – Thank you to B.Singer for all the work with budget and building.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**10. ADJOURNMENT:** K. Adams motion to adjourn at 7:00 PM. C. Benson seconded. **Vote 5-0-0**