

TOWN OF PROVINCETOWN

SCHOOL COMMITTEE

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Meeting Minutes of February 13, 2001

Meeting Held in the School Annex Building

Members Present: Frank Wills (Vice-Chair), Terese Nelson (Secretary), Dana Berry, William Rogers

Members Absent: Representative from the PHS Student Advisory Council

Others Present: Dr. Fleming (Superintendent), Mr. Marino (PHS Principal), Rachel Crosby (Recording Secretary)

Call to Order: Vice-Chair Frank Wills called the Meeting to order at 7:01 P.M.

REGULAR SESSION

VISITORS' STATEMENTS

- Mr. Cabral spoke in support of Mr. Marino and the school system
- Mr. Melville spoke concerning the resolution of Mr. Marino's contract.

MINUTES

January 23, 2000, Regular Session – *Dana Berry moved to approve with a correction, Terese Nelson seconded, and it was so voted, 4-0.*

February 6, 2001, Regular Session – *Dana Berry moved to approve, William Rogers seconded and it was so voted, 4-0.*

May 13, 2000, Joint Meeting with Truro School Committee – *postponed until the next joint meeting of the School Committees.*

Frank Wills stated that there was an Executive Session scheduled at the end of the Regular Session, and that the Committee would adjourn directly from the Executive Session rather than return to the Regular Session.

COMMUNICATIONS

- PHS Newsletter
- VMES Newsletter
- Financial Planning Committee for School Project Debt – Dr. Fleming reminded the Committee that a meeting needed to be scheduled to discuss the Building Project Debt.
- Letter of Acknowledgement to Mr. Marino from Department of Education re: MCAS Cycle 1 – Dr. Fleming distributed copies of this letter, which offered the High School the opportunity to become an exemplary school in the State.
- Legal Notices/School Committee member vacancy – copies of advertisement placed in newspaper. Applicants must apply to Town Clerk by February 23rd. The School Committee and the Board of Selectmen will hold a joint meeting on February 26th at 6:30 PM to appoint someone to the vacancy.
- Memo to School Committee Chair on new laws about furnishing alcohol to minors – law covers the issue of “social host”.
- Frank Wills reported on a verbal communication he had received from a High School senior who said the Provincetown High School was the best she had been in.

EDUCATIONAL UPDATE

- **Crisis Protocol Update** – Dr. Fleming reviewed the history of the development of the Protocol. The

Protocol was recently reviewed with the Police Department and District Administrative staff and is being further reviewed by the Principals and other school staff. Dr. Fleming said that everyone had agreed that, with the exception of Code 1 emergencies, the District was generally handling crises well. The consensus for a primary strategy for dealing with Code 1 emergencies was to strengthen preventive measures. School building doors have been more consistently locked, but this should be more carefully monitored. One remedy discussed was to install video cameras at each door. Another idea was to have a “dangerous threat” button available to personnel in reception areas. Finally, hiring security personnel was discussed and, though this would cost approximately \$36,000 annually, it might be the best investment. The group also entertained the possibility of having a simulated drill to test the District’s readiness in an emergency. In response to a question from Terese Nelson, Dr. Fleming said that the Central Office phone chain, which included the School Committee members, would be added to the Protocol. The Principals, Superintendent and the Police mutually make a decision when it is necessary to shut down the schools. The Protocol will be on the agenda again for the next meeting.

UNFINISHED BUSINESS

1. **FY 2002 Budget: Finalization of 3% Increase** – Dr. Fleming reported that requests had been made by the school councils which exceeded the \$19,700 available. The sub-committee however decided that each school will receive \$7,600 and SPED will receive approximately \$4,500. Dr. Fleming and Mr. Marino reported on how the additional money would be spent at the High School. *Dana Berry moved to increase the FY 2002 budget by 3% over the FY 2001 Budget and to accept the Budget Sub-Committee’s recommendations, William Rogers seconded and it was so voted, 4-0.*
 - Timeline: Meeting with the Town Finance Committee is currently scheduled for February 27, 2001.
2. **School Building Committee Membership**
 - Meetings are currently on Wednesday at 3:30 PM
 - Replacement for Lois Borgesi – Frank Wills volunteered to replace Lois Borgesi. *Terese Nelson moved to authorize Frank Wills to replace Lois Borgesi on the Building Committee, Dana Berry seconded and it was so voted, 4-0.*
 - Resignation of Preston Lightsey – Mr. Lightsey is continuing to act as a consultant to the Project. Dr. Fleming reviewed Mr. Lightsey’s pertinent experience.
 - Dr. Fleming reported that they had just advertised for a Project Manager/Resident Engineer.
3. **Other** - None

NEW BUSINESS –

1. **Review of Town of Provincetown Personnel Rules & Discussion of Sick Leave Bank** – Dr. Fleming mentioned that the District does not have a set of personnel rules and suggested that the Committee review the Town’s Rules with the intention of developing rules for the District. School Counsel has advised that the Committee develop a consistent policy on sick leave banks, to be incorporated in union contracts, which would also cover staff that are not unionized. A representative from the custodial union was apparently somewhat negative about the concept of sick leave banks, claiming that there was the potential for discrimination. The unions generally do not like to be part of any review process deciding who receives the sick leave. Dana Berry volunteered to be part of a group, which would include administrative staff and union personnel, to examine the potential for developing a set of Personnel Rules for the District. The Committee discussed various possible areas for further discussion.
2. **Line Item Transfer: PHS Technology – Software to Hardware in the amount of \$1,500** – *Dana Berry moved to approve the line item transfer in the amount of \$1,500 from PHS Technology Software to PHS Technology Hardware, William Rogers seconded, and it was so voted, 4-0*
3. **Review of Notification on back of Committee Agenda concerning Process for Complaints against Individuals** – postponed.
4. **Other**
 - Dr. Fleming distributed copies of a memo from Mr. Rokicki to Dr. Fleming, dated February 7, 2001 concerning purchasing and adopting a literature series for grades K-6. The total cost would be \$11,500 and residual maintenance would be around 6-8% per year. The initial expenditure would come from the FY 2001 School Choice After-School budget. Dr. Fleming reported that the elementary teachers support this series. *Terese Nelson moved to approve the purchase of the Literature Series as recommended by Mr. Rokicki for grades K-6, William Rogers seconded and it was so voted, 4-0.*
 - Terese Nelson asked if Dr. Fleming could send a letter to the School Council about the After-School Program

and about including the Shadow Writing Project.

- Dr. Fleming reported that the District is advertising for a School Nurse Leader as part of the Enhanced School Health Services grant.

CLOSING STATEMENTS

- Mr. Cabral spoke about an editorial in the Provincetown Banner.
- Mr. Melville spoke about the need for everyone to get along.

Frank Wills stated that the School Committee would be going into Executive Session and would be adjourning directly from the Executive Session, rather than returning to the Regular Session to adjourn.

Terese Nelson moved to enter Executive Session at 8:16 P.M. for the purpose of discussing Collective Bargaining issues and Non-Union Contracts, William Rogers seconded and it was so voted unanimously in a roll call vote as follows: Terese Nelson - yes, Dana Berry - yes, Frank Wills - yes, William Rogers - yes.

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These minutes were approved by a vote of the Provincetown School Committee at their meeting on _____, 200__

Respectfully Submitted:

School Committee Signature

Title

Rachel T. Crosby, On-call secretary