

# Provincetown School Committee Meeting Minutes

JULY 30, 2015  
PROVINCETOWN HIGH SCHOOL BUILDING

## AGENDA TOPICS

1. CALL TO ORDER: AT 4:15 PM BY TONY BRACKETT, CHAIRPERSON
2. ROLL CALL

MEETING CALLED BY	Provincetown School Committee
TYPE OF MEETING	School Committee Meeting
CHAIRPERSON	A. Brackett
NOTE TAKER	K.Pike
TIMEKEEPER	
ATTENDEES	Members: L. Lovati, A, Brackett, N. Lythcott Others: B. Singer, K.Pike

### 3. PUBLIC COMMENTS

DISCUSSION	NONE		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

### 4. MINUTES

DISCUSSION	MINUTES FROM 7/9 UNAVAILABLE		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Tabled until next meeting 3-0	Dr. Singer		

### 5. SUPERINTENDENT'S UPDATE: SCULPTUREGARDEN

DR. SINGER

DISCUSSION	On track		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

### 5. SUPERINTENDENT'S UPDATE: NEW LOW-INCOME STANDARDS

DR.SINGER

DISCUSSION	State Changing the way that students are identified as low-income, now known as economically disadvantaged. More reliance on foster children, SNAP, etc. Looking at all students being identified so that it is the community identified and all students eligible for free lunch/breakfast.		
CONCLUSIONS	Harder to qualify for grants = a possible loss of grant money. Hard to determine at this point. Philosophically a good thing but perhaps not so in practice.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

### 5. SUPERINTENDENT'S UPDATE: PEREGRINE THEATER

DR. SINGER

DISCUSSION	½ way through the summer season! The July shows have not been that well attended. A payment plan to meet their responsibilities to the school is being discussed. Tony says that it is a terrific show. Ngina suggests that people take cell phones out at the show and text friends to go.		
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	Betty Buckley will perform September 3 <sup>rd</sup> and 4 <sup>th</sup> . Will do a concert on our stage.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Dr. Singer – ongoing follow up with theater	Dr. Singer		

**5. SUPERINTENDENT’S UPDATE: FAMILY WEEK** DR. SINGER

<b>DISCUSSION</b>	Family week is this week. It is a busy time and has been challenging, especially given sharing of space with Peregrine Theater. No major damage at this point. Ngina commented positively on the presence of family week in this venue and shared a positive interaction she had witnessed with parent/child coming into the building.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Dr. Singer will follow up			

**5. SUPERINTENDENT’S UPDATE: HIRING PROCESS** DR. SINGER

<b>DISCUSSION</b>	Hiring process 2016 has been completed. Unable to find a school nurse. We will look next year. Nurse Kristen Shantz will return for the year.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			

**5. SUPERINTENDENT’S UPDATE: TRIPLE BOARD MEETING** DR. SINGER

<b>DISCUSSION</b>	Triple Board Meeting – August 25, 2015 – 2 <sup>nd</sup> phase (design and construction) walk through at 5 pm – meeting afterwards		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			

**6.1 AND 6.2 UNFINISHED BUSINESS: STUDENT ACTIVITIES ACCOUNTS RECOMMENDATIONS/VERIFICATIONS** DR. SINGER

<b>DISCUSSION</b>	Dr. Singer explains the student activities account reorganization.		
<b>CONCLUSIONS</b>	Vote to accept reorganized accounts: Motion to accept Student Activities accounts as recommended: Ngina Lythcott; Second: L. Lovati; VOTE: 3-0-0 Vote to verify SY16 funds. Motion to accept verified funds: Ngina Lythcott; Second: Liz Lovati; VOTE: 3-0-0		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			

**6.3 UNFINISHED BUSINESS: BUDGET PERSONNEL ADJUSTMENTS** DR. SINGER

<b>DISCUSSION</b>	Review of personnel and budget changes.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			

**7.1 NEW BUSINESS: SCHOOL ADJUSTMENT COUNSELOR JOB DESCRIPTION** DR. SINGER

<b>DISCUSSION</b>	Create new job description for SAC. Ngina suggests that Master’s level be added to job description.		
<b>CONCLUSIONS</b>	Vote to accept SAC description with Master’s added. Motion to accept: Tony Brackett; Seconded: Liz Lovati; VOTE: 3-0-0		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
	Dr. Singer		

**7.2 and 7.3 NEW BUSINESS: SCHOOL CHOICE PARTICIPATION/EXCLUSION** DR. SINGER

<b>DISCUSSION</b>	Tony recommends marketing to students outside of our town. Liz says that she remembers the discussion and thought we had recommended we provide the best education for students who live in Provincetown. Tony talked about marketing encouraging families to move to Provincetown. Think about putting the schools out there in conjunction with economic development and housing. Ngina feels that we are a diamond...she would like to think that slowly we need to market to others beyond Provincetown. Tony says that we support choice.		
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<b>CONCLUSIONS</b>	Vote in favor of choice. Motion to accept choice: Tony Brackett; Seconded Liz Lovati; VOTE: 3-0-0 Vote in favor of closing seats to choice in 7 <sup>th</sup> grade and create a waiting list. Motion to accept closure: Liz Motioned; Seconded: Ngina Lythcott; VOTE 3-0-0		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Ngina asked about getting information (calendar update) – Judy will send to school committee and library and town hall.	K. Pike		

**7.4 NEW BUSINESS: GRIEVANCE ARTICLE** DR.SINGER

<b>DISCUSSION</b>	Language that is in all PAE unit contracts.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			

**7.5 NEW BUSINESS: STUDENT HANDBOOK** DR. SINGER

<b>DISCUSSION</b>	Review of handbook.		
<b>CONCLUSIONS</b>	Several corrections and suggestions including providing opportunities for parents to review and parent meetings. Vote to accept handbook including discipline grid. Motion to accept handbook with corrections and suggestions: Ngina Lythcott; Seconded: Tony Brackett; VOTE: 3-0-0		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Kim to make changes and distribute.	Kim Pike		

**7.6 NEW BUSINESS: SUPERINTENDENT'S SELF ASSESSMENT/EVALUATION PLAN** DR. SINGER

<b>DISCUSSION</b>	Review of plan to evaluate Superintendent		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
All committee members will send August 24 <sup>th</sup> completed assessment grids. Tony will compile results and send to Beth and then present at September 8 <sup>th</sup> .	Tony Brackett/Dr. Singer		

**7.7 NEW BUSINESS: PAE ADDENDUMS – VOTE REQUIRED** DR.SINGER

<b>DISCUSSION</b>	Review of addendum to PAE contracts ratified as a group.		
<b>CONCLUSIONS</b>	Vote to ratify addendums. Motion to ratify: Ngina Lythcott; Seconded: Liz Lovati VOTE: 3-0-0		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Tony signs.	Dr. Singer		

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

**9. PSC Comments**

<b>DISCUSSION</b>	Ngina Lythcott feels very connected to what the school administration is doing. Hopes she can get to know the teachers. Beth and Kim offered a tour and invited committee to attend PD and celebration assemblies. Tony thanks the administration. Staff is terrific. Town should be proud of our little school.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Motion to move into executive session for discussion on personnel issues not to return to open session. Votes may be taken. Motion to move to Executive Session for the purpose of union and non union negotiations; votes may be taken; not to return to open meeting: Tony Brackett; Seconded: Ngina Lythcott VOTE: 3-0-0			

**10. ADJOURNMENT:**

Motion to adjourn at 6:46: Tony Brackett seconded: Ngina Lythcott Vote: 3-0-0