

**BEVERLY PUBLIC SCHOOLS
BEVERLY, MASSACHUSETTS
January 10, 2007**

A regular meeting of the Beverly School Committee was held on Wednesday, January 10, 2007, in the City Council Chambers, Beverly City Hall, Beverly, MA.

Members Present: Ms. Brusil, Mr. Manzi, Mr. Manzo, Ms. Decker, Mr. Latter, Ms. Cesa, and Mayor Scanlon

Also in Attendance: Dr. James Hayes, Superintendent of Schools
Dr. Marie Galinski, Assistant Superintendent of Schools
Ms. Joan Liporto, Director of Finance & Operations
Christopher Bougas, Student Representative

President Brusil called the meeting to order at 7:04 p.m.

Ms. Cesa led the Pledge of Allegiance.

Discussion – Education Topic

Ms. Brusil asked the committee members for their thoughts/comments on the December 18, 2006 report published in TIME Magazine entitled "How to Bring Our Schools Out of the 20th Century". A brief discussion followed.

Recognitions – Such Other Matters (Kudos, Congratulations)

Dr. Hayes and Ms. Brusil asked Mr. Jon Longley, Athletic Director, to join them in recognizing the following Beverly High School Fall 2006 NEC All Stars and Athletic Award Winners:

Football – Dan Bauer – Varsity Head Coach – Lynn Item “Coach of the Year”

Pat Bailey - Senior	Northeastern Conference All Star Northeastern Conference Co MVP Lynn Item “Scholar Athlete of the Year” Boston Globe “All Scholastic” Boston Herald “All Scholastic” Salem Evening News “Co-Player of the Year”
Kevin Thomasson - Senior	Northeastern Conference All Star
J. Michael Nardella - Senior	Northeastern Conference All Star Salem Evening News “All Star”
Nate Verry – Senior	Northeastern Conference All Star Salem News “All Star”
Nick Traicoff – Senior	Northeastern Conference All Star
David Mock – Senior	Northeastern Conference All Star
Greg Pierce – Junior	Boston Globe Division 2A “All Star”
Arthur Irzyk – Northeastern Conference	“Assistant Football Coach of the Year”

Field Hockey – Julie Flachs – Varsity Coach

Emily Traicoff – Senior	Northeastern Conference All Star Salem News “All Stars”
Sunnie King – Senior	Northeastern Conference All Star Salem News “All Stars”

Boys Soccer – Kevin Leahy – Varsity Coach

Erik Melanson – Senior	Northeastern Conference All Star Salem News “All Star” Eastern Mass “All Star”
Alex Boches - Senior	Northeastern Conference All Star
Freddy Gonzales – Senior	Northeastern Conference All Star
Wesley Harrison – Senior	Northeastern Conference All Star
Team	Northeastern Conference All Star Sportsmanship Award

Girls Soccer – Kristin Macdonald – Varsity Coach

Alyssa Accomando – Junior	Northeastern Conference All Star
Lauren Bolger – Senior	Northeastern Conference All Star
Daryl Powell – Sophomore	Northeastern Conference All Star

Tennis – Karen Corcoran – Varsity Coach

Sabrina Salmela – Sophomore	Northeastern Conference All Star 1 st Team Singles
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	Northeastern Conference Player of the Year
	Salem News "Player of the Year"
Meghan Corcoran - Junior	Northeastern Conference All Star 2 nd Team Singles (3 rd Place)
Amanda Krugman – Junior	Northeastern Conference All Star 2 nd Team Doubles
	Salem News "All Star"
Gina Pinciario - Sophomore	Northeastern Conference All Star 2 nd Team Doubles
	Salem News "All Star"
Jamie Sebastian – Senior	Northeastern Conference Honorable Mention
<u>Golf – Tom Smith – Varsity Coach</u>	
Jordan Luangrath – Junior	Northeastern Conference All Star
Kevin Hayes – Senior	Northeastern Conference All Star
	Salem News "All Star"
<u>Boys Cross Country Track – David Jellerson – Varsity Coach</u>	
Jason Kruczynski – Junior	Northeastern Conference All Star
<u>Girls Cross Country Track – David Jellerson – Varsity Coach – "Coach of the Year"</u>	
Kasey Kluge – Junior	Northeastern Conference All Star
	Northeastern Conference All Star MVP
	Salem News "All Star"
Kelly O'Connor - Sophomore	Northeastern Conference All Star
	Salem News "All Star"
Brenna Bailey – Freshman	Northeastern Conference All Star
Jessica Settles – Senior	Northeastern Conference All Star
Millie Chapman – Freshman	Northeastern Conference All Star

Student Assistance Counselor – Briscoe Middle School

Dr. Hayes reported on the partnership the Beverly Public Schools has formed with Endicott College by summarizing some things that are already happening with Endicott - student teachers, internships, sharing of space at Endicott and joint ventures through grants.

Last summer Dr. Hayes said that he and Dr. Wylie had met to try to put a more significant partnership in place. Dr. Hayes said that when the two middle schools were consolidated they felt there was a great need for a counselor for at-risk students. The budget being what it was there was no money to fund that position. This is where the partnership came into play with Endicott College. At this time Dr. Hayes introduced Dr. Richard Wylie, President of Endicott College. Dr. Wylie said that it was a privilege to be here tonight and with much support and appreciation Endicott College commits \$100,000 for the Youth at Risk Program over the next two years at the Briscoe Middle School.

A motion was made by Ms. Decker and seconded by Ms. Cesa to approve the Student Assistance Counselor position at the Briscoe Middle School. **So voted.**

Open Forum for Citizen Input into Non-Agenda-Related Items

None

Opportunity for Citizen Input into Agenda-Related Items

None

Records of Meetings

A motion was made by Ms. Cesa and seconded by Mr. Manzi to approve the minutes of the regular school committee meeting held on December 13, 2006 with one change. **So voted.**

Report from Student Representative

Chris Bougas reported on the following events: At the second Student Advisory Committee meeting, held tonight, they discussed the following: how the auditorium and tennis courts would be taken into consideration with the high school construction project; senior dues - they would like to see it spread out over four years not only senior year; The National Honor Society had a successful can drive for Beverly Bootstraps; the Swim Team's pancake breakfast fundraiser will be Saturday; and the Wrestling Program is off to a good start. Chris said he and Jhenna Louis had been chosen to attend Deval Patrick's Youth Inauguration with Dr. Scuzzarella.

Communications

- Citywide Strings Concert -- music was stunning.
- Recycling in the schools -- where to go with questions, Dr. Hayes said that he thinks all the schools are

- working hard on this effort and any concerns should go to the building principals.
- Parent called concerned with the placement of special ed buses during pick-up at Briscoe. The children are walking in front of them to cross the street. Dr. Hayes said he would follow up on it.
- Briscoe concern with lack of science labs especially at the 8th grade level.
- Calls from both parents and students upset with the cancellation of the annual 8th grade End of the Year trip at Briscoe.
- Principal's coffee at Briscoe was a great success, over one hundred turned out and parents were very pleased. Move-up day will be take place on January 31st at 7:00 p.m. at which time current 5th graders and their parents and will have a chance to tour the building.
- PTO meetings: No. Beverly - enrichment programs and upcoming reading festival
McKeown - enrichment programs, questions concerning the condition of the Briscoe building, outreach to parents with younger children.
Hannah - concerns over low level of fund raising
Cove School lunch - not enough time to finish - Mr. Manzo found it to be an orderly process, well organized, and should the student need additional time they can stay behind. Concerns at drop off, people in too much of a hurry they need to put the children's safety first.
- Congratulations to Briscoe and Beverly High School Winter Concerts for job well done – fabulous!

SUPERINTENDENT'S REPORT

Evaluation of Unit A Employees

Dr. Hayes reported that the Teacher Evaluation, included in the packet, has been ratified by the Teachers Association and now needs the approval of the Committee. A motion was made by Mr. Latter and seconded by Mr. Manzi to approve the Teacher Supervision and Evaluation Handbook. **So voted.**

Overnight Field Trip – Great Britain

Dr. Hayes said that, Mr. Leahy, Social Studies teacher from Beverly High School, was in attendance and would update the Committee on the field trip to Great Britain taking place April 10 through April 21, 2007. Mr. Leahy reported that there are 18 students attending at a cost of \$3,271.00; this number is down from 25, most due to sport's involvement and others due to the cost. Mr. Leahy told the committee that along with the four chaperones there would be a tour guide who would be with them 24 hours a day. The students, he said, have received a travel packet and journal. After answering some questions from Committee members Mr. Leahy said he will be meeting with the students every other week and as the trip draws closer every week to make sure all details are worked out.

BHS Construction Project Update

Dr. Hayes said that the construction project is moving forward on two fronts - a copy of the Educational Specifications was presented to Mt. Vernon Group, the top picked architectural firm, for them to look over; members of his staff have had the opportunity to meet with this group on one occasion already. Dr. Hayes asked Mayor Scanlon if he would like to update the Committee on where he is to date. Mayor Scanlon said he has had several sessions with the architectural firm and things are going well and he is optimistic about reaching an agreement to sign a contract.

Educational Specifications for BHS Project

At this time Dr. Hayes reported on the enclosed document entitled "Educational Specifications" for the Beverly High School Project. He went on to say that this document represented over a year's work done by his office staff, administration and staff at Beverly High School and the School Committee. He outlined some of the information within the document and said that this is just a starting point. Dr. Hayes said that the Educational Specifications document has been put on the web site and when reviewing this document please feel free to email him with any questions or suggestions you may have. Copies are available for review at the superintendent's office, as well as the public library.

School Employee Count Summary

Dr. Hayes reported on the information sheets he distributed regarding school employee head count summary. Dr. Hayes said this was done over a three-year period by departments. This head count showed increases and decreases; full time equivalent employees; employees on grants; and special education staff. Dr. Hayes pointed out that after many, many hours of hard work from both the City and the School's Human Resource Department they were able to pull together a standard way of counting people as full time equivalent. Dr. Hayes said that he has agreed to update these counts every October and May, as that seems to be the best time of year for accurate counts.

Mayor Scanlon said for the first time this school staffing report gives a solid reference point from which to measure. Mayor Scanlon pointed out that both the number of people receiving checks and the number of full time employees peaked in May '06. Mayor Scanlon said the ratio of total students to total employees is 7.1 and that that number has remained constant throughout the three years. Mayor Scanlon said that he is pleased that we have this data and would like it to see these reports continue.

Ms. Brusil commented that it is the responsibility of the School Committee to put together a budget that tells the community what is needed to run a solid school system even if it is not where the financial picture may be. Ms. Brusil asked that we make these reports mandatory twice a year and she asked Dr. Hayes to create a policy reflecting that.

FY08 Budget Development

Dr. Hayes said that he and his staff are working on the FY'08 budget proposal, and he feels they will have a preview for the Committee of the Whole meeting on the 24th of January.

Junior ROTC at Beverly High School

Dr. Hayes reported on the hiring of a new director for the ROTC Program. Sgt. Major Todd Ellis, who has experience in teaching ROTC, will be joining the staff in July, 2007. Dr. Hayes said that he has offered him the position and he has signed on. Dr. Hayes read from the letter he received from Dr. William McHenry, Director of the MCJROTC Program, "...provision of continuing support is contingent upon your program adhering to the provisions of the USC Title 10, Training and Education Command acting on behalf of the Secretary of the Navy. Specifically as we agreed, your program must employ both an officer and enlisted instructor by July of 2007 and have the requisite number of students pre enrolled for the following year." Dr. Hayes commented that while he is very pleased with the hiring of Sgt. Major Ellis there is still work to be done in hiring an additional instructor and having the requisite number of students in the program (100). Dr. Hayes also said he feels very confident that this can be accomplished.

Dr. Hayes said that Colonel Lou Datillo will continue throughout the 2006-07 school year and has done a terrific job.

Dates to Remember

Dr. Hayes said that the City-Wide PTO would be sponsoring the State of the Schools address on Thursday, January 25, 2007 starting off at 6:30 p.m. with a reception (refreshments & music); the program itself will begin at 7:30 p.m.

COMMITTEE REPORTS

Standing Committee on Finance & Facilities:

Paul Manzo, Chairperson

Mr. Manzo reported that the committee met on December 19, 2006. At that meeting they discussed the following: surplus FY'07 funds, identifying over \$500,000. Mr. Manzo said they plan to use that surplus money for technology - installation of virtual private network; library computers; Buildings & Grounds - repairs at Ayers, improving parking - traffic flow; preventative maintenance to the roofs at Ayers and McKeown; at Briscoe - public address system; repair second set of 100 windows; stage rigging in the auditorium; cosmetic improvements to hallways, and survey external masonry work. Mr. Manzo said that Mr. Bergeron had prepared a summary of FY'06 End of the Year Report and that the next Finance and Facilities Committee meeting will take place on January 17, 2007.

Upon the recommendation of the Standing Committee on Finance & Facilities a motion was made by Mr. Manzo and seconded by Ms. Cesa to approve a new Special Education E.S.P position for the Intensive Preschool program at the Cove Elementary School at an estimated cost of \$8,495. **So voted.**

Upon the recommendation of the Standing Committee on Finance & Facilities a motion was made by Mr. Manzo and seconded by Mr. Latter to approve a new Bus Driver position (at an estimated cost of \$10,798) and a new Bus Monitor position (at an estimated cost of \$6,693) to serve the Preschool program. **So voted.**

The Standing Committee on Finance & Facilities recommends the attached policy regarding "Fiscal Management Goals" (Section D: Fiscal Management) for a first reading. The second reading, which will take place at our February meeting, will require a formal (2/3) vote of approval by the School Committee.

The Standing Committee on Finance & Facilities recommends the attached policy regarding "Communication of Budget Recommendations" (Section D: Fiscal Management) for a first reading. The second reading, which will take place at our February meeting, will require a formal (2/3) vote of approval by

the School Committee.

The Standing Committee on Finance & Facilities recommends the attached policy regarding "Facilities Development Goals" (Section F: Facilities Development) for a first reading. The second reading, which will take place at our February meeting, will require a formal (2/3) vote of approval by the School Committee.

Standing Committee on Curriculum, Instruction, and Student Life:

Annemarie Cesa, Chairperson

Ms. Cesa reported that the Curriculum, Instruction and Student Life Committee met last week and reviewed the Beverly High School's Program of Studies which had very few changes. Ms. Cesa pointed out some of the special things that Beverly High School has to offer: School to Career; dual enrollment; virtual high school; co-curricular activities and she noted, because of this, there has been a rise in MCAS and SAT scores. Ms. Cesa reported that Ms. Fecteau, Librarian at Beverly High School was at the meeting to go over the proposed new summer reading program. This program is based on a model used by Gloucester High School where all students read one book - AP and honor students read two books, from a much broader list. In September there will be "literature circles" facilitated by teachers, administrators and librarians. These literature circles will be the equivalent of a quiz grade.

Ms. Cesa said that Mr. Poska, Principal of Briscoe spoke to the committee regarding Parent's Afternoon Back and the need for more time. The suggestion is to schedule four early release days, after progress reports have gone home, for the middle school, teaming them up with the elementary schools. These dates are to be worked out on the 07-08, 08-09 School Calendars and will be brought before the Committee of the Whole on January 24, 2007 for review.

Upon the recommendation of the Standing Committee on Curriculum, Instruction, and Student Life a motion was made by Ms. Cesa and seconded by Ms. Decker to approve the Beverly High School Program of Studies for 2007-08. **So voted.**

Upon the recommendation of the Standing Committee on Curriculum, Instruction, and Student Life a motion was made by Ms. Cesa and seconded by Mr. Latter to approve the attached policy regarding "Equal Educational Opportunities". **So voted.**

Upon the recommendation of the Standing Committee on Curriculum, Instruction, and Student Life a motion was made by Ms. Cesa and seconded by Mr. Latter to approve the attached policy regarding "Children and Adolescents with HIV/AIDS in School Settings". **So voted.**

Upon the recommendation of the Standing Committee on Curriculum, Instruction, and Student Life a motion was made by Ms. Cesa and seconded by Mr. Latter to approve the attached policy regarding "Staff Ethics". **So voted.**

Upon the recommendation of the Standing Committee on Curriculum, Instruction, and Student Life a motion was made by Ms. Cesa and seconded by Mr. Latter to approve the attached policy regarding "Compensatory Private Tutoring". **So voted.**

Policy Review Committee:

Maria Decker, Chairperson

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Ms. Cesa to approve the attached policy regarding "School District Legal Status". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "The People and Their School District". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Manzi to approve the attached policy regarding "Recognition for Accomplishments". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "Regular School Committee Meetings". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and

seconded by Mr. Latter to approve the attached policy regarding "Administrative Goals". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Ms. Cesa to approve the attached policy regarding "Superintendent of Schools". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "School Department Administrative Organization". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Ms. Cesa to approve the attached policy regarding "Leadership Team and Administrative Cabinet". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "School Building Administration". **So voted**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "Policy Implementation". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Ms. Cesa to approve the attached policy regarding "Communication of Policies and Procedures". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Mr. Latter to approve the attached policy regarding "Administration in the Absence of Policy". **So voted.**

Upon the recommendation of the Policy Review Committee a motion was made by Ms. Decker and seconded by Ms. Cesa to approve the attached policy regarding "Temporary Administrative Arrangements". **So voted.**

New Business

None

Opportunity for Questions from the Press

None

Meeting adjourned at 8:59 p.m.

Maria Decker
Secretary