

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN  
MEETING MINUTES - SPECIAL MEETING  
MONDAY - JANUARY 25, 2016 – 5:00 PM  
JUDGE WELSH ROOM - 260 COMMERCIAL STREET**

Chairman Donegan convened the open meeting at 5PM noting the following attendees:  
Board of Selectmen members: Thomas Donegan, Cheryl Andrews, Raphael Richter, and Robert Anthony.

Excused: Erik Yingling

Other attendees: Town Manager David Panagore, Assistant Town Manager David Gardner, Finance Director Dan Hoort, School Superintendent Dr. Beth Singer, School Committee members: Chairman Anthony Brackett, Vice-Chairman Cass Benson, Ngina Lythcott, Kerry Adams, and Elizabeth Lovati, and Finance Committee members: Chairman Mark Hatch, Vice-Chairman Louise Venden, Mark Bjorstrom, and Duane Steele.

Recorder: Loretta Dougherty

Tom asked that the Provincetown School Committee and Finance Committee call their committees to order and they did so at 5:05pm. The School Committee presented their budget to the Board of Selectmen and Finance Committee which was followed by a brief comment period. The last business on the agenda was to transmit the FY2017 Budget with the Board's recommendations to the Finance Committee for their review.

**1. Joint Meeting with Provincetown School Committee and Finance Committee – School Budget Meeting:**

Dr. Beth Singer gave a PowerPoint presentation. This presentation may be viewed in its entirety at PTV Gov Video on Demand on the town's web page [www.provincetown-ma.gov](http://www.provincetown-ma.gov). She shared the projects of school year 2016 in hopes that this would lead to a better understanding of who they are, what they value, and what is supported and reflected in their budgets. In 2013 their primary year's program was verified; in 2014 their middle school year's program became verified as International Baccalaureate (IB) programs. Provincetown is the first school in Massachusetts with both IB primary and middle years program verification. Provincetown Public Schools is doing a wonderful job meeting the Massachusetts General Law Chapter 71 which requires that every town shall maintain, for at least the number of days required by the board of education in each school year (180), unless specifically exempted as to any one year by said board, a sufficient number of schools for the instruction of all children who may legally attend a public school. Since Provincetown does not have a high school of its own, we are allowed to tuition children to neighboring high schools that the department has approved. Currently that high school is Nauset Regional High School. The Provincetown School Committee is very invested in what is good for the town, and in supporting the Board of Selectmen's goals, especially to help in developing strategies to increase year-round population as measured by the local census and encouraging increased turnout at Town Meetings. Provincetown Schools is focused on the year-round population, its families and children; not tourism. Our safe, year-round learning environment for infant and child care and the only child care in town, helps young families be able to live and work in Provincetown year-round. Official verification as an IB world school invites families to come to Provincetown for an exceptional and unique education. Provincetown Schools support our Town Meetings. Provincetown will always have a high state expenditure, but the per pupil expenditure has decreased by \$3,200 since 2012. We anticipate another decrease for 2015 and are waiting on the state to release that information. We are, however, still the highest in Massachusetts. The decrease in the town's health insurance will help reduce this as new town employees are hired. Although we have a higher per pupil expenditure than our neighbors the taxpayers' expenditure is considerably less. She gave a brief comparison of our FY2016 budget with that of Truro and Wellfleet. Our total budget was \$3,709,003; Truro's budget \$5,138,968, and Wellfleet \$5,065,761.

MCAS identifies school districts with levels 1-5. Number 1 being the best and number 5 being under receivership. Provincetown is a level 2 district, but continues to strive hard to be a level 1 school. Provincetown also has the highest free/reduced lunch rates on Cape. Dr. Singer reviewed 5 years of PK-8 enrollment history which showed an increase of 32 students over the last five years; 20 via Choice. The middle year's program had an increase of 31 students over the last five years; almost tripled over that period of time. The K-8 students who live in Provincetown but have chosen to leave Provincetown Schools decreased by 54% in FY2015. In PK-8 we have students coming from Truro (19), Wellfleet (7), Eastham (10), Brewster (2), and 1 student from elsewhere totaling 39. We are currently in year 3 of a 5 year agreement with Nauset Regional High School. Each year of the contract includes a 2.5% maximum annual increase in the rate per student. This year we sent students to 4 different high schools; Nauset, Monomoy, Sturgis and Cape Tech. Tuition at \$17,056 times 40 students for FY2017 equals \$682,276. Add transportation costs for the bus, driver, and late bus at \$32,029, and special education summer school at \$960 you have a total of \$715,265.40.

Board Chairman Donegan asked if the amount of transportation is included in the cherry sheet or separate from any reimbursements we have received from the state.

Dr. Singer stated that we do not get reimbursed by the state for transportation; regional districts do. This cost is included in the overall spending, and if we were a regional district we might get some reimbursement for transportation.

Turning to the school budget Dr. Singer gave a brief summary of the budget to the Board and Finance Committee, along with a FY2016 – FY2017 comparison and a 10 year budget history. Total Personnel costs were \$2,650,448 (6.62% increase), and total costs for supplies and services were \$460,369. The FY2016 – FY2017 comparison showed a total increase of 0.264%.

The discussion shifted to line items in the schools budget. Dr. Singer explained the color coding for easier understanding. There are three components to the budget; required by the state: administrative costs, school budget, and special education. Dr. Singer went over the budget pointing out any changes. Under Specialist Teachers there was an addition of a Visual Arts teacher. These monies were in the budget for FY2016, but were never utilized.

Selectman Anthony asked if this was the same position we added to last year's budget, and Dr. Singer pointed out that it was not, it was the Behavioral Specialist listed under Special Educators that was added last year.

Dr. Singer stated that we have a new position under Transportation. A bus monitor was added because we have so many children riding the bus now and we felt better with a monitor on it. We pick up students starting in Orleans all the way into Provincetown.

Finance Committee Chairman Mark Hatch asked if there was a Visual Arts teacher position filled last year.

Dr. Singer stated that they intended to have a technology teacher last year that was budgeted for, but did not find one. They did find an art teacher so the adjustment was made in the program.

Moving on to Supplies and Services in the budget, Dr. Singer pointed out the increase in classroom instructional materials. They are replacing all of the ELA materials in grades Pre-K through 4, and now that they have a full-fledged Kindergarten through grade 8 S.T.E.A.M. (Science, Technology, Engineering, Art, and Math) program, they will be purchasing new materials. There is a rotation of materials every 4 years; last year they replaced mathematics and in FY2017 they will be replacing ELA materials. There is an increase of \$9,750.

Dr. Singer stated that we do have athletics in Provincetown Schools, but it has not been in the budget before. We have soccer and boys and girls basketball. There is \$2,000 added to the budget.

Dr. Singer spoke about the Administrative Support position under Technology Supplies/Services stating that they have trained several individuals for this position, but none of them are working at this time. This is a very important position as records must be correct which are sent to the state and it is very expensive to train for this position. They will outsource to individuals who check out with state records reporting.

Dr. Singer continued with the budget changes under Building Utilities and Building Maintenance. There were significant decreases in #2 Heating Oil of \$33,900 (this is in anticipation of the new heating system), and General Building Maintenance of \$25,000 (which keeps the boiler system operating).

Dr. Singer pointed out that the state mandates keeping Special Education separate from everything else, although Special Ed. Teachers and Paraprofessionals are included as school personnel. The Director of Special Education and clerical staff for Special Education is separate from personnel. Currently the Superintendent of schools is the Special Ed Director as they are the only person on staff with that license. The stipend for this position has always been through the Special Education entitlement grant. It would be very costly to hire a separate Special Education Director outright, so the School Committee recommended putting this into the budget increasing it over time. There is an increase in Specialist Consultation of \$10,119, and an increase in Transportation, for transporting the one student transitioning to a public school out of the district; of the \$25,000 cost, \$10,000 is covered by a grant. The tuition of \$23,000 will be paid out of School Choice funds.

Mark asked why they would choose to put that student out of district. Dr. Singer explained that it is an agreement made among the parents and educators at a team meeting based upon what is best for the student. The dynamics in a regular classroom would be detrimental to the child.

There was a brief discussion held as to how the Special Education Director position is funding and Dr. Singer explained that out of the \$26,420 proposed in FY2017 budget \$7,500 will come out of appropriated funds and \$18,920 will come out of a grant.

The Board of Selectmen and Finance Committee congratulated Dr. Singer on a very good presentation.

**2. Transmit the FY2017 Budget to the Finance Committee pursuant to Chapter 9-1-5 of the Provincetown Charter;**

The Charter requires that the Board transmits the FY2017 budget to the Finance Committee.

**MOTION: Move that the Board of Selectmen vote to transmit the FY2017 Budget with our recommendations, as submitted, to the Finance Committee for their review.**

**Motion: Raphael Richter**

**Seconded: Robert Anthony**

**4/0/0 Motion passed.**

**3. Other: None.**

Tom adjourned the meeting without objections at 5:57pm.

Minutes transcribed by: Loretta Dougherty