

**IPSWICH AD HOC SCHOOL AUDIT COMMITTEE**  
**IPSWICH TOWN HALL, Room C**  
**25 Green Street**  
**Monday, March 9, 2015, 4:15 PM**

**Committee Members in Attendance:** Kevin Murphy, Nishan Mootafian, Carl Nysten, Larry Seidler, Steve Fortado. Not present Moriah Marsh,

Call to order at 4:20 pm by Kevin Murphy with 4 members present. Carl Nysten arrived at 4:45, on con call at 4:30. The meeting was not televised or recorded.

**Other Officials in Attendance:** none

**Abbreviations Used:** BOS – Board of Selectman, FinCom – Finance Committee, SC – School Committee

**Documents Used:** none

**Citizen Queries:** Phil Goguen asked for the number of members on the committee. Mr. Murphy stated there was originally 7 but Tom Doane has recently resigned due to health reasons.

**Review of Minutes:** None

**Meeting Notes:**

Reviewed TAG contract and request from TAG for one additional payment per the contract. Motion to approve payment made by Mr. Seidler, second by Mr. Fortado. Unanimously approved.

The committee had a brief discussion on the audit schedule prior to the conference call with TAG.

4:30 PM – Conference call with TAG started – Mark Abrahams, Kathy Griffin, Dave King and Sure Parella on call.

Committee reviewed the schedule with TAG. Rough draft report for fact checking on 3/17. Presentation on 3/31. Final report due on 4/13. TAG would like comments back in time for incorporation in presentation and 3/31 draft report.

Sue P. started with comments on curriculum. Stated that the district does not have a Director of Curriculum and is missing these management responsibilities. Very few districts do not have this position. Because of this, there are issues in curriculum: Sometimes missing common threads in education, curriculum standards are missing or not up to date, different report card grading systems at the elementary schools. State that the new Compass Committee is working on updating the standards and policies.

Sue P discussed professional development. Money is available to reimbursement teachers for training and recertification. Only provides 5% to 20% reimbursement for costs depending on number of teachers applying for the money.

Kathy G discussed Feoffee accounting. Feoffee spending is new. District using Munis now but should sett up more sub accounts to track the expenditures separately. Discussion around better use of Munis

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to simplify data entry. Each school's admin staff should be trained to enter some data into Munis. Discussed using bi-weekly payroll for all staff.

Dave K. discussed teacher salaries. Overall salaries are below peer and state averages. Stated that bus driver salaries are low against peer group and maybe is the reason why the district has difficulty hiring drivers.

Discussion around SPED staffing. Staff ratios vs. peer group are high. District in the process of implementing recommendations from previous SPED audit.

Committee discussed with TAG the need to include proposed FY15 budget in the comparisons.

**New Business:** Committee to meet on March 18<sup>th</sup>.

Motion to Adjourn moved by Nishan Mootafian, seconded by Larry Seidler. Meeting adjourned at 6:03 PM.