

**IPSWICH AD HOC SCHOOL AUDIT COMMITTEE  
IPSWICH TOWN HALL, Room A  
25 Green Street  
Wednesday, March 18, 2015, 6:00 PM**

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

Call to order at 6:01 pm by Kevin Murphy with 4 members present. Moriah marsh arrived at 6:20. 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:** Rough draft report

**Citizen Queries:** None

**Review of Minutes:** None

**Meeting Notes:**

Committee discussed the draft report. All members commented on the quality of the report. Report appeared to have relevant facts and data about Ipswich and not boilerplate info. Committee has stated that the draft report had many typos and grammatical errors that made some recommendations hard to understand. Also stated that the rough draft report still needed to be formatted.

The committee discussed at length a need for an executive summary with bullet points on recommendations and potential cost or savings associated with the recommendations. Would be difficult to have to read the entire 80 pages to find the recommendations.

Discussion on the cost/savings recommendations table. Committee felt in the present “cafeteria style” it was difficult to understand the individual line items especially when several items are tied to one recommendation. Costs should be tagged to the recommendations in the report.

Discussion on field maintenance recommendations. More info is need to better understand the recommendations Cost/savings page did not include cost to buy equipment listed in the recommendation. Concern how new custodian position would maintain athletic fields at Mile Lane, Doyon and Green Street. Also question if custodian would understand turf maintenance.

Discussion on SPED recommendations. Committee discussed verify paraprofessionals and behaviorists cost with Joanne Cuff. Report assumes that all of these employees have full family medical plan. Committee assumed that this was not correct. Committee discussed the staffing ratios against the peer group. Group discussed if SPED out placement costs were included in the comparisons.

Group discussed per pupil spending against peer group. Noted report did not include state average or comparisons to the peer group. Also discussion around if the report should have discussed this data.

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It was decided that Mr. Murphy would compile all of these comments into one response back to TAG.

**New Business:** Committee to meet on March 31<sup>st</sup>.

Motion to Adjourn moved by Nishan Mootafian, seconded by Larry Seidler. Meeting adjourned at 7:15 PM.