



School Committee Meeting Materials

Regular School Committee Meeting

November 18, 2019

7:00pm

*Ms. Mary A. Manning
Mr. James M. Fleming
Ms. Kristine Wilson*



*Ms. Ana Nuncio
Mr. Manny Cruz
Ms. Amanda Campbell*

Mayor Kimberley Driscoll, Chair

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and City Ordinance Sections 2-2028 through 2-2033”

November 14, 2019 (Date Posted)

REGULAR SCHOOL COMMITTEE MEETING ON NOVEMBER 18, 2019

Notice is hereby given that the Salem School Committee will hold a Regular School Committee meeting on **Monday, November 18, 2019 at 7:00 p.m.** The meeting will be held in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

I. Call of Meeting to Order

II. Consent Agenda

- a. Minutes of the Regular School Committee meeting held November 4, 2019
- b. Approval of Warrant: 11/14/19 in the amount of \$134,929.54

III. Approval of the Agenda

IV. Public Comment #1: Questions and Comments from the Audience

V. Student School Committee Representative Report – Jillian Flynn

VI. Superintendent’s Report – Kathleen Smith

Recognition of Laura Abutaleb, Paraprofessional at Carlton Innovation School

Update on the Superintendent search process

Update on the progress of former students of the Nathaniel Bowditch School

VII. Action Items: Old Business

- a. Deliberation and Vote on the request from Northeast Burn Basketball Skills and Drills to use the Bates Elementary School gym on Thursday nights and fee waiver

VIII. Action Items: New Business – There are no New Business Items

IX. Policy Subcommittee

- a. Deliberation and Vote on the Second Reading of the recommendation of the Policy Subcommittee on the revisions to the following policies:

5201	Organization of Instruction
5201.01	Instructional Materials
5203	Academic Program
5212.01	Equal Educational Access and Opportunity
5214	Waiver of Graduation Course Requirements
5215	Student Records

X. Subcommittee Reports

XI. School Committee Concerns and Resolutions

Recognition and Thank You for Angelica Alayon, School Committee Secretary

XII. Public Comments #2: Questions and Comments from the Audience

XIII. Adjournment

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Salem School Committee
Meeting Minutes
Monday, November 4, 2019

A regular meeting of the Salem School Committee was held on Monday, November 4, 2019 at 7:00 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

Members Present: Ms. Mary Manning, Mr. James Fleming, Ms. Kristine Wilson, Ms. Ana Nuncio, Mr. Manny Cruz, Ms. Amanda Campbell, and Mayor Kimberley Driscoll

Members Absent: None

Others Present: Kathleen Smith, Interim Superintendent, Kate Carbone, Assistant Superintendent, Jill Conrad, Chief of Systems Strategy, Kristin Shaver, Business Manager, and Jillian Flynn, Student Representative

Call of Meeting to Order

Mayor Driscoll called the regular meeting of the Salem School Committee to order at 7:00 p.m.

Consent Agenda

- a. Minutes of the Regular School Committee meeting held October 21, 2019
- b. Approval of Warrants: 10/24/19 in the amount of \$430,623.60, 10/31/19 in the amount of \$591,473.88, 11/7/19 in the amount of \$308,093.71

Mr. Fleming motioned to approve the Consent agenda. Ms. Wilson seconded the motion. The motion carried.

Approval of the Agenda

Mr. Fleming motioned to approve the agenda. Ms. Wilson seconded the motion. The motion carried.

Public Comment #1: Questions and Comments from the Audience

Jamie Navins, SHS Math Teacher, 14 Andrew Street, shared concerns on the lack of instructional time at Salem High School and details of teacher block schedules. Ms. Navins shared her concerns on the loss of learning due to an all-school assembly fundraiser event that was held during instructional time. Ms. Navins expressed that these types of events should not be scheduled during instructional time as it causes loss of learning time. Ms. Navins urged the School Committee to please consider communicating them into the assembly during school days, given the limited amount of learning time that students have.

Superintendent's Report

Update on the 2020-21 Principal Hiring Process for Bentley and Salem High School

Superintendent Smith talked about a prepared timeline for the recruitment and hiring process of the Bentley Principal position and the Salem High School Principal position in the district. Superintendent Smith reported that an Innovation Planning Committee is underway to develop an innovation plan for the school. Should the teachers adopt the final plan, it would be forwarded to the School Committee for their review and approval later this year. The principal position for the Bentley school will be posted later this year, and a screening team of stakeholders will be formed. Superintendent Smith reported they would like to identify a consultant to lead the district through the Salem High School Principal search process to allow engagement of all stakeholders.

Other Presentations and Reports

Student School Committee Representative Report

Ms. Jillian Flynn, Student Representative and Senior at Salem High School, provided updates on the Student Advisory Council. Ms. Flynn announced that their meetings are open to anyone and encouraged 9-12 grade students in the district to take part at their meetings. The next meeting is scheduled for Wednesday, November 7, 2019 from 5-7pm at the Collins Middle School, in Room 130. Ms. Flynn shared a brief summary of some of the things that is happening at the high school.

Annual Innovation School Evaluations and Update on Salem's Innovation Schools: Carlton Innovation School and New Liberty Innovation School

Bethann Jellison, Principal of the Carlton Innovation School, and Jennifer Winsor, Principal of New Liberty Innovation School presented their annual school evaluations and provided an update on each innovation school. Key areas of focus consisted of curriculum, budget, school schedule and calendars, staffing, professional development, and school district policies.

Superintendent's 120-Day Entry in the Salem Public Schools Report

Superintendent Smith informed the School Committee that she updated her entry day from 90 to 120 after re-reviewing the actual amount of days. Superintendent Smith talked about her 120-Day entry in the Salem Public Schools and presented on five areas of focus: Understand Salem Culture and Values, Strengthen School Committee Admin Relations, Build Relationships With Schools and Community, Clarify Administrative Roles and Functions, and Improve Critical Systems, Processes, and Functions.

Action Items: Old Business

Update on the Superintendent Search Committee Meeting on 10/24/19 and Proposed Overview of the Search Process from the UMass Collins Center

Dr. John R. Brackett and Dr. Edward Gotgart, Search Screening Committee Consultants, Collins Center for Public Management, University of Massachusetts (UMass) Boston Collins Center, provided an update on the Superintendent Search Committee meeting held on October 24, 2019 and screening process. Draft copy of the calendar handouts were passed to School Committee members.

Final Response on the Open Meeting Law Complaints Submitted by Scott Andrade

Mr. Fleming motioned to approve the response letter from School Committee Council Colby Brunt to the Open Meeting Law complaints from Scott Andrade. Mr. Cruz seconded the motion. The motion carried.

Action Items: New Business

Discussion on the Year to Date Personnel Report

Alicia Palmer, Director of Human Capital at Salem Public Schools, highlighted some of the changes that have been made on the year-to-date Personnel report.

Discussion on the Superintendent's Recommendation to Close School on March 3, 2020 for the Presidential Primary (Does not Include Saltonstall)

Members agreed to include the Superintendent's recommendation to close school on March 3, 2020 for the Presidential Primary (not including Saltonstall) in the scheduled January 6, 2020 School Committee meeting agenda.

Deliberation and Vote on the Request From North East Burn Basketball Skills and Drills for the Use and Fee Waiver of the Bates Elementary School Gym for Salem Kids on Thursday Nights

Mr. Fleming motioned to refer the request from North East Burn Basketball Skills and Drills to use, and have fees waived, the Bates Elementary School gym for Salem Kids on Thursday nights to the Buildings and Grounds Subcommittee for further review and discussion. Ms. Manning seconded the motion. The motion carried.

Policy Subcommittee

Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on the Revisions to the Following Policies:

- 5201 Organization of Instruction
- 5201.01 Instructional Materials
- 5203 Academic Program
- 5212.01 Equal Educational Access and Opportunity
- 5214 Waiver of Graduation Course Requirements
- 5215 Student Records

Mr. Fleming motioned to approve the First Reading of the recommendation of the Policy Subcommittee on the revisions to the policies as listed on the agenda. Ms. Nuncio seconded the motion. The motion carried.

Finance Report - None

Subcommittee Reports

Ms. Nuncio reported the discussions of the Policy Subcommittee meeting held Friday November 1, 2019.

School Committee Concerns and Resolutions - None

Public Comment #2: Questions and Comments from the Audience - None

Adjournment

There being no further business to come before the School Committee this evening, Mr. Fleming motioned to adjourn the regular School Committee meeting. Ms. Campbell seconded the motion. The meeting was adjourned at 9:19pm.

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Meeting Materials and Reports

School Committee Consent Agenda November 4, 2019

Minutes of the October 21, 2019 Regular School Committee Meeting

Carlton Innovation School Update 2019-2020 Presentation

New Liberty Innovation School Update Presentation

Report on the Interim Superintendent's 120-Day Entry Into the Salem Public Schools Presentation

Innovation Schools Annual Evaluation for School Year 2018-2019

Update on Salem's Innovation Schools and Annual Innovation School Evaluations

Report on the Interim Superintendent's 120-Day Entry in the Salem Public Schools

Response to Mr. Scott Andrade's Open Meeting Law Complaint

Open Meeting Law Complaint Process

SY19/20 Personnel Data Report July 1, 2019 – September 30, 2019

SY19/20 Personnel Report – Summary July 1, 2019 – September 30, 2019

Use and Fee Waiver Request, From North East Burn Basketball Skills and Drills, of the Bates Elementary School Gym for Salem Kids on Thursday Nights

Policies

October 31, 2019

To Whom It May Concern:

I'm requesting for the gym fees to be waived, because we are a non-profit organization. Many of the students are low income at risk and cannot afford the gym costs.

Northeast Burn Basketball Skills and Drills at Bates Elementary School is Thursday nights, no cost for students.

I believe this program will help Salem students learn the game of basketball as well as working hard and being respectful. We are a non-profit organization and have mentored students since 2014. Students grades 2-12, but for this program we are helping students, grades 2-5.

You can follow us on facebook (Northeast Burn), instagram (@northeastburn) or YouTube (Northeast Burn Basketball).

Thank you,

Loreen Green
(781) 346-1924
nolimittraining2011@yahoo.com

STUDENTS AND INSTRUCTION 5000

INSTRUCTIONAL PROGRAM 5200

ORGANIZATION OF INSTRUCTION 5201

The School Committee is responsible for public education, kindergarten through grade 12, in the district, and if offered, pre-k, adult education and summer school.

The currently approved organization of instruction provides for the schools to be organized into elementary, middle and high school levels. Certain exceptions to this general rule may be made with the approval of the School Committee.

For more pertinent information, refer to the appropriate student handbook(s) and current program of studies.

Legal References: MGL [71:1](#); [71:37](#)

Reviewed and referred by Policy Subcommittee on 11/1/19
First Reading approved 11/4/19

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STUDENTS AND INSTRUCTION

5000

INSTRUCTIONAL PROGRAM

5200

| INSTRUCTIONAL MATERIALS

5202

The School Committee believes that the district must ensure that instructional materials support the district in meeting its stated goals.

The task of selecting instructional materials for programs will be delegated to the professional staff of the school district and approved by the Superintendent. When adopting and regularly evaluating instructional materials, professional staff must consider the following:

1. Instructional materials should be aligned with state and district standards and learning outcomes and should support district attainment of stated goals.
2. They must provide for all students an effective basic education that does not discriminate on the basis of race, age, color, religion, ancestry, national origin, sex, gender identity, physical disabilities, sexual preference or housing status.
3. They must allow sufficient flexibility for meeting the special needs of individual students and groups of students.

Legal References: [MGL 71:48](#); [71:49](#); [71:50](#)

[603 CMR 26.00](#)

[20 USC 1232 h](#)

Reviewed and referred by the Policy Subcommittee on 11/1/19

First Reading approved 11/4/19

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STUDENTS AND INSTRUCTION **5000**

INSTRUCTIONAL PROGRAM **5200**

ACADEMIC PROGRAM **5203**

The superintendent of schools or his/her designee/s shall be responsible for the development, implementation, evaluation, and improvement of the academic program for the district.

Public presentations will be made regularly to the School Committee regarding the academic program and any major changes to the program will be presented to the School Committee for approval.

Reviewed and referred for 1st Reading by the Policy Subcommittee on 9/19/19

First Reading approved 11/4/19

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STUDENTS AND INSTRUCTION 5000
INSTRUCTIONAL PROGRAM 5200
EQUAL EDUCATIONAL ACCESS & OPPORTUNITY 5212.01

State law provides the following:

Every child shall have a right to attend the public schools of the town where he/she actually resides, subject to the provisions of Chapter 76. All enrolled students shall have equal access to the general education program and the full range of any occupational/vocational education programs offered by the district.

In compliance with state and federal laws, the Salem Public Schools maintains a nondiscrimination policy. No child shall be excluded from or discriminated against in admission to Salem Public Schools, or in obtaining the advantages, privileges and courses of study of our schools, regardless of race, color, sex, gender identity, religion, national origin, ancestry, sexual orientation, disability, or housing status. This policy provides equal access to courses and programs, counseling services, physical education and athletics, vocational education, instructional materials, extra-curricular activities, and access to restroom and locker room facilities.

Legal References:

State Requirements: Mass. Const. Amendment Article 114; MGL 71A:1, 76:5; 603 CMR 26.03

Federal Requirements: (IDEA-2004) 42 USC 2000d; 34 CFR 100.3(a),(b); 20 USC 1703(f); 20 USC 1681; 34 CFR 106.31, 106.34, 106.35; Section 504: 29 USC 794; 34 CFR 104.4; Title II: 42 USC 12132; 28 CFR 35.130; IDEA 2004: 20 USC 1400; 34 CFR 300.110; NCLB: Title III, Part A, Sec. 3121(c)(1)(C); Title X, Part C, Secs. 721, 722(g)(4);

Reviewed and approved by the Policy Subcommittee on 11/1/19
First Reading approved 11/4/19

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STUDENTS AND INSTRUCTION 5000

INSTRUCTIONAL PROGRAM 5200

WAIVER OF GRADUATION COURSE REQUIREMENTS 5214

The high school principal has the authority to waive or delay the completion of graduation course requirements, with the exception of Department of Education requirements. At the request of the Special Education IEP Team, a principal may grant waiver from completion of foreign language requirements for students with documented language learning disabilities. The granting of such waivers should be undertaken with extreme care; as such waivers may impact the college application process. Regardless of any action approved by the principal, the designated number of credits by year of graduation must still be met to graduate.

For pertinent information refer to the Salem High School Program of Studies and Student Handbook.

[Legal References: MGL 69:1D; 71:2; 71:3](#)

[Chapter 108 of the Acts of 2012 \(VALOR Act\); Administrative Advisory SPED 2018-2](#)

[Reviewed and referred by the Policy Subcommittee on 11/1/19](#)

[First Reading approved 11/4/19](#)

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STUDENTS AND INSTRUCTION	5000
<u>INSTRUCTIONAL PROGRAM</u>	5200
STUDENT RECORDS	5215

State law provides that the schools must furnish any student or former student with a transcript of his/her record as a student; the original to be furnished without charge and copies furnished at limited charges established by the law.

These records are maintained in the best interest of the student, and with a concern for the school's right to collect certain information in order to carry out its educational function in the best possible manner. The school department will make every effort, within reason and consistent with state and federal regulations, to inform parents and students about the kinds of information collected or that will be collected and about their rights under said regulations. A parent may request a review of their child's student record and request a revision of that record.

All records and documents regarding discipline shall be removed from the student's file and destroyed upon the student's graduation or permanent withdrawal from the school,

For further pertinent information, refer to the appropriate student handbook and the Family Education Rights and Privacy Act.

Legal References: MGL [71:34A](#); [71:34B](#); [71:34D](#); [71:34E](#); [71:34H](#)
 20 [USC](#) 1232 g, 1232 h
 34 [CFR](#) 99
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Reviewed and referred by the Policy Subcommittee on 11/1/19
First Reading approved 11/4/19

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