Salem School Committee

Meeting Minutes

Monday, November 21, 2016

A regular meeting of the Salem School Committee was held on Monday, November 21, 2016 at 7:00 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

**Members Present**: Mayor Kimberley Driscoll, Dr. Brendan Walsh, Deborah Amaral, Ms. Mary Manning, Patrick Schultz, Kristine Wilson.

**Members Absent:**  Mr. James Fleming

**Others Present**: Ms. Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Margaret Marotta, Assistant Superintendent, Business Manager Kristin Shaver, Chief of Systems Strategies Dr. Jill Conrad, and Chief of Communications Kelley Rice.

**Call to Order**

Dr. Walsh called the Regular Meeting of the Salem School Committee to order at 7:00 p.m.

**Approval of the Agenda**

Ms. Wilson moved to approve the agenda as presented. Ms. Manning seconded the motion. The motion carried.

**Approval of Minutes**

Ms. Wilson moved to approve the minutes of the November 7, 2016 Regular School Committee meeting as amended. Ms. Amaral seconded the motion. The motion carried.

**Questions and Comments from the Audience**

There were no questions of comments from the audience.

**Action Items**

There were no action items this evening.

**Superintendent Report – Margarita Ruiz**

Superintendent Margarita Ruiz reported that she along with Mayor Driscoll and members of the Salem Children’s Cabinet attended the By All Means Consortium at the Harvard Graduate School of Education. She explained that throughout the course of this multiyear initiative, a series of high-profile national meetings will connect entrepreneurial and committed city mayors, superintendents, and public officials directly with the expertise of Harvard faculty, design leaders, and influential policy, research and practice leaders in the movement to re-conceptualize 21st century education. The meetings will invigorate a national public dialogue about how to take the most promising school and community innovations to scale, and address potential challenges that arise.   She noted that this was the second meeting that they have attended and they have shared challenges identified by the cabinet to create a system wide framework to provide social and emotional support for all kids.

Ms. Ruiz reported that the cabinet is working on building a data collection system internally or adopt an external system and have looked at the Somerville model and the cabinet will be meeting with them to gather more information about this system.

Ms. Ruiz reported that the Presidential election results have generated a lot of emotion throughout the country and we can all agree that we want our children to succeed and do well in the community.

Ms. Ruiz stated that she would like to wish everyone in the Salem Public Schools and the Salem community a very Happy Thanksgiving.

**Presentations and Reports**

Chief of Systems Strategies Jill Conrad made a presentation on the enrollment in the Salem Public Schools.

**Finance Report**

1. **Approval of Warrants**

November 10, 2016 in the amount of $378,335.43

November 17, 2016 in the amount of $295,492.87

Dr. Walsh moved to approve the warrants as stated. Mr. Schultz seconded the motion. The motion carried.

**Budget Transfer Request FY17-5**

Business Administrator, Kristin Shaver explained that Central Office has requested that $5.000 be transferred from Contracted Services to In State Travel. She recommended approval of the budget transfer as follows:

**From Account Account Number Amount**

SRG- Reallocation 13032041-5780 $5,000.00

Contract Service

**To Account Account Number Amount**

In State Travel 13570141-5710 $5,000.00

Ms. Wilson moved to approve the budget transfer request. Dr. Walsh seconded the motion.

The motion was approved (6-0).

The motion was approved (6-0).

**Subcommittee Reports**

**Policy Subcommittee**

1. Deliberation and Vote on the Second Reading of the Recommendation of the Policy Subcommittee on the revisions to the following policies in the 6000 policy series:

Ms. Amaral requested that the policies remain tabled as the Assistant City Solicitor is reviewing them.

1. Ms. Amaral moved to approve the third and final reading of the following policy revisions recommended by the Policy Subcommittee. Dr. Walsh seconded the motion. The motion carried.

6102 Governance

6105 SC Member Ethics

6107 Committee Superintendent Relationship

6202 Policy Dissemination

6203 Policy Formation

6204 Policy Adoption

6302 Officers of the Committee

6401 Notification of School Committee Meetings

6402 Time and Location of School Committee Meetings

6403 Executive Sessions

6405 Meeting Agenda Format

1. Public Participation at School Committee Meetings

6501 Subcommittees

Dr. Walsh moved approval of the first reading of the policies listed. Ms. Manning seconded the motion. The motion carried.

Ms. Amaral reported that the Policy Subcommittee has completed its review of the 1000 policy series and will be presenting some policies for revision and will be starting the review of the 2000 policy series.

**School Committee Concerns and Resolutions**

**Personnel Subcommittee**

Ms. Wilson reported that the Personnel Subcommittee met and reviewed the requested salary increase for Superintendent Ruiz for the 2016-17 school year. She reported that the Personnel Subcommittee is recommending approval of a 4 ½% salary increase for the Superintendent.

Ms. Amaral moved to approve a 4 ½ % salary increase for Superintendent Margarita Ruiz. Dr. Walsh seconded the motion. The motion carried.

**December 5, 2016 School Committee Meeting Time**

Ms. Amaral reported that with the third and final reading of the policy on School Committee meeting times, the regular School Committee meetings will now start at 7:00 p.m.

Dr. Walsh reported that the annual Salem Children’s Charity Christmas Party will be held on December 13, 2016 at Victoria Station. He reported that this event raises a considerable amount of money and every penny of it goes to support Salem kids and families who need assistance.

**Questions and Comments from the Audience Regarding the November 21, 2016 Agenda**

There were no questions or comments from the audience this evening.

**Adjournment**

There being no further business to come before the School Committee this evening.

Ms. Manning moved to adjourn the meeting. Dr. Walsh seconded the motion. The motion carried.

The meeting adjourned at 9:00 p.m.

Respectfully submitted by:

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Eileen M. Sacco, Secretary

Salem School Committee

**Meeting Materials and Reports**

School Committee Agenda November 21, 2016

School Committee Minutes November 7, 2016

6000 Policy Revisions Recommended

Enrollment Presentation

Budget Transfer Requests