

Salem School Committee
Meeting Minutes
Monday, December 19, 2016

A regular meeting of the Salem School Committee was held on Monday, December 19, 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, Ms. Kristine Wilson, Patrick Schultz, Ms. Mary Manning, Mr. James Fleming, Dr. Brendan Walsh, Ms. Deborah Amaral

Members Absent: None

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

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

Recognition of Attorney Daniel Kulak and School Committee Secretary Eileen Sacco

Mayor Driscoll presented Attorney Daniel Kulak and School Committee Secretary Eileen Sacco with the City Seal in recognition of their many years of service.

Approval of Minutes

Ms. Wilson moved to approve the minutes of the December 5, 2016 Regular School Committee meeting as amended. Mr. Schultz seconded the motion. Mr. Fleming abstained. The motion carried.

Questions and Comments from the Audience

There were no questions or comments from the audience.

Action Items

- a. Deliberation and vote on the request of the Salem High School Outdoor Club for one day hiking trip to Bartlett New Hampshire on January 11, 2017.

Mr. Fleming moved approval. Dr. Walsh seconded the motion. The motion carried.

- b. Deliberation and Vote on the Nathaniel Bowditch School overnight field to the Farm School in Athol, Massachusetts on February 29 through March 2, 2017 and March 2nd through March 4th, 2017.

Mr. Fleming moved to approval. Ms. Wilson seconded the motion. The motion carried.

- c. Deliberation and Vote on the approval of the Salem High School Harvard Model Congress 2017 Team to attend a 4-day conference in Boston, MA on February 23 to February 26, 2017

Mr. Fleming moved approval. Dr. Walsh seconded the motion. The motion carried.

Superintendent Report – Margarita Ruiz

Superintendent Margarita Ruiz reported that the Salem Public Schools received \$1,000 grant from the Salem Education Foundation for the purchase of 22 desk chair rockers, which will be used in the Bates school, and other district schools as needed. She thanked the Salem Education Foundation for their generosity. She wished the families, teachers, and staffs a Happy Holiday season and have a safe holiday break.

Presentations and Reports

Superintendent Margarita Ruiz updated the Committee on her Student Learning Goals update.

Salem High School Principal David Angeramo and Director of Guidance Robert Quist made a presentation on the Advanced Placement courses and programs offered at Salem High School.

Finance Report

a. Approval of Warrants

December 15, 2016 in the amount of \$199,729.58

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

b. Budget Transfer Requests FY17

Business Administrator, Kristin Shaver. She explained that Central Office (Teaching and Learning) has requested that the funds be transferred in order to align the funds with the intended expense as follows:

Account Description/Use	Account Number	Amount To	Amount From
Professional Development	13990161-5317		\$11,649.56
Instructional Supplies	13570141-5514	\$11,649.56	
SRG-Reallocation	13032060-5780	\$42,000	
Substitute Teaching	13990160-5100	\$11,910	
Stipends	13990160-5150	\$53,910	
Collective Bargaining	13930120-5171	\$128,000	
Contract Services	13570141-5320	\$128,000	

Mr. Flemming moved to approve the Budget Transfer request. Ms. Manning seconded the motion. The motion was approved.

Business Administrator, Kristin Shaver. She explained that the New Liberty Charter School is requesting the transfers to align the funds with the intended expense as follows:

Account Description/Use	Account Number	Amount To	Amount From
Contract Services	13571621-5320		\$25,822.32
Stipends	13571620-5111S	\$234.80	\$20,500
Photocopy Machine Lease	13571621-5277		
Office Supplies	13571621-5421	\$5,658.10	
Instructional Supplies	13571621-5514	\$7,504.42	
In State Travel	13570141-5710	\$1,540	
Stipends	13571620-5150	\$30,150	
Printing	13571621-5381	\$1,235	

Mr. Fleming moved approval of the second Budget Transfer request. Dr. Walsh seconded the motion. The motion was approved.

Business Administrator, Kristin Shaver. She explained that the Collins Middle School is requesting the transfers to align the funds with the intended expense as follows:

Account Description/Use	Account Number	Amount To	Amount From
Contract Services	13570921-5320		\$400
Printing	13570921-5381	\$400	

c.

Mr. Fleming moved to approve the Budget Transfer request. Dr. Walsh seconded the motion. The motion approved.

Subcommittee Reports

Mr. Fleming reported that the Personnel Subcommittee is continuing negotiations with the Salem Teacher's union on the Para Professional contract. Mayor Driscoll noted that she would be calling for an Executive session at the end of the meeting to discuss a collective bargaining issue.

Policy Subcommittee

- a. 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.

- b. Ms. Amaral moved to approve the second reading of the following policy revisions recommended by the Policy Subcommittee. Ms. Wilson seconded the motion. The motion carried.

1103	Distribution of Notices
1105	Media Relations/News Releases
1301	Gifts and Contributions to Schools
1302	Gifts to Students
1305	Gifts to School Personnel – Recommend Deletion
1404	Department of Transitional Assistance
1507.01	Public Complaints
1507.02	Public Complaints About School Personnel
1800	Political Activities of Teachers – Recommend Deletion
1800	Adult Education Policy – re-numbered from 1900 to 1800

Dr. Walsh requested that the policies remain tabled as the Assistant City Solicitor is reviewing them.

- c. Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on revisions to the following policies in the 2000 policy series

2102	Administration
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2105	Evaluation of Superintendent
2107	Policy Decisions in Absence of Policy Subcommittee
2108	Publication of School Committee Rules and Regulations
2111	Annual Report – Delete
2201	Business Manager Compensation
2203	Secretary to School Committee
2400	Code of Ethics Administrators

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

Ms. Amaral reported that the next Policy Subcommittee meeting is January 5, 2017.

School Committee Concerns and Resolutions

Dr. Walsh reported a record-breaking amount of money was raised to benefit children in Salem. Dr. Walsh thanked Victoria Station and their staff for their donation of the restaurant and food and the staff who volunteered to work that event. He noted that every penny raised goes to support Salem kids and this year the amount that they raised was staggering \$36,000.

Questions and Comments from the Audience

There were no questions or comments from the audience

Adjournment

There being no further business to come before the School Committee this evening. Mr. Fleming moved that the School Committee move to Executive Session for the purpose of discussing Collective Bargaining and the School Committee will not be returning to Open Session this evening. Dr. Walsh seconded the motion.

Mayor Driscoll called for a roll call vote as follows:

Mr. Schultz	Yes
Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Walsh	Yes
Ms. Amaral	Yes
Ms. Wilson	Yes
Mayor Driscoll	Yes

The motion carried unanimously.

The School Committee went into Executive Session at 9:30pm.

Respectfully submitted by:

Angelica Alayon, Secretary
Salem School Committee

Meeting Materials and Reports

School Committee Agenda December 5, 2016

School Committee Minutes November 21, 2016

1000 and 2000 Policy Revisions Recommended

Bentley Accountability Report