



## **Bentley Academy Innovation Planning Committee Meeting**

Bentley Academy Charter School  
25 Memorial Drive, Salem, MA

### **Minutes of the IPC Meeting Tuesday, 11/26/2019, 5:30 pm. In the School Library**

**Members in Attendance:** Jenna Cripps (Lead Applicant), Sean McCarthy (Principal), Kelly Alvarez (Parent), Kelly Feurt (Teacher), Laura Towey (Teacher), Jennifer Lima (Teacher), Elizabeth Ryan (Para), Susan Low (Parent)-participated via phone, Alyce Davis (Community Member), Amanda Campbell (School Committee representative) – participated via phone

**Members Absent:** Rebecca Westlake (Superintendent's Designee);

**Others Present:** Jill Conrad (Superintendent's designated facilitator), Ann Berman (STU President)

#### **Meeting Minutes:**

The meeting was called to order at 5:35 pm. Ms. Conrad provided an update regarding student assignment. The Superintendent's recommendation, which includes a provision for sibling priority for currently enrolled Bentley families, will be discussed during the 12/2/19 School Committee meeting.

Deb Connerty, Acting Executive Director of Pupil Personnel Services provided an overview of how PPS assigns and deploys staff to schools based on the IEP caseload at each school. Based on the number of students with IEPs currently enrolled at Bentley (total of 47) as well as the number of those who require academic support (21), the PPS office of the district would have likely assigned two inclusion special education teachers to the school along with four paraprofessionals. Bentley currently has three co-taught special education teachers, one in grade K, 1, and 2. These teachers partner with a regular elementary teacher in each of these grades. In addition, the school staffs two inclusion special education teachers along with seven paraprofessionals.

The group also discussed some of the structures that have been successful in other schools to help with behavior management and weighed the merits of these approaches.

Finally, the group discussed the pro's and con's of different options for its leadership structure. Currently, the school does not have a traditional Assistant Principal who can assist with teacher evaluations. Ms. Cripps who has been serving as the school's Dean of School Culture has functioned in this role as well as taking on many of the responsibilities that a principal would normally have in recent months. Going forward, however, the group seeks to clarify the roles involved on the school leadership team. Ms. Feurt shared a document that contained a bulleted list of responsibilities of a typical Assistant Principal that she found through a google search. The group discussed and agreed to table further discussion on this topic until the next meeting.

The meeting was adjourned at 8:35 pm.