

**Salem School Committee
Regular School Committee Meeting Minutes
February 24, 2020**

Members in Attendance: Ms. Mary Manning, Mayor Kimberley Driscoll, Mr. James Fleming, Ms. Amanda Campbell, Mr. Manny Cruz, Ms. Ana Nuncio, Dr. Kristin Pangallo, Miss Jillian Flynn (Student Advisory Council Member)

Members Absent: None

Others Present: Kathleen Smith, Interim Superintendent, Kate Carbone, Assistant Superintendent, Kristin Shaver, Business Manager, Deborah Connerty, Acting Executive Director of Pupil Personnel Services, Jill Conrad, Chief of Systems Strategy

Call to Order

Mayor Driscoll called the meeting to order at 7:05 p.m.

Consent Agenda

Mr. Fleming motioned to approve the consent agenda and Ms. Campbell seconded. Motion carried.

Agenda

Mr. Fleming motioned and Ms. Campbell seconded to approve the agenda. Motion carried.

Public Comment

Yoleny Ynoa and Domingo Dominguez approached the podium to request that the Committee recognize February 27, 2020 as Dominican Pride Day. He would like the schools to work with the Dominican population to find ways of celebration. Councilman Dominguez invited the School Committee and the public to a celebration on Friday, February 28, 2020 at 5:00p.m. They will be celebrating at the Salem Academy and encourage all to attend.

Mr. Fleming motioned to allow the schools to celebrate Dominican Republic Independence Day throughout the week. Ms. Manning questioned the wording of the motion using the word “allowed”. She clarified that this may imply we need to allow all celebrations in schools. Mr. Fleming re-worded the motion to recognize and celebrate Dominican Pride Day in the schools. Mr. Cruz seconded. Superintendent Smith will notify the schools. The motion carried.

Ann Berman a representative from the Teachers’ Union informed the Committee the union offers four \$1,000 scholarships to students. The seniors need to take the AFLCIO exam and the top four scorers receive the scholarship. She invited them to Flatbreads Pizza for a fundraiser for continued scholarships. The event will be held on March 10, 2020 from 5:00 p.m. to 9:00 p.m. She also shared with the Committee a Resolution from the Massachusetts House of Representative declaring February 24 through February 28 as Public Schools Week. She shared

her excitement about this with the Committee. She informed them she was notified today of this.

Lisa Lavoie President of the Salem Education Commission talked to the Committee about Pi-day. She explained the grade 8 students will lead the grade 6 students through some math activities during their last period of the day. She told the Committee there will be a pie fundraiser on March 13 From 5:00 P.M. to 7:00 P.M. All proceeds will benefit field trips and scholarships. The food will be round, to represent Pi-day. The goal is to involve the lower grades to encourage parents to stay with Salem Public Schools instead of going to other schools.

Student School Committee Representative Report, Jillian Flynn

Ms. Flynn updated the Committee on a meeting held with the Mayor and the Student Advisory Council (SAC) and discussed methods of communication. The SAC will be reaching out to the Youth Commission to share ideas. The SAC met with Salem Prep. There are concerns the school is running very low on sanitary items. They are working with them to secure more products from the food pantry at the high school. Once they determine what items are needed, they will deliver it to the school. The 30, 60, 90 review is still continuing. The schools are very excited about Dr. Zrike as Superintendent. They are very thankful to Superintendent Smith and look forward to working with her for the remainder of the year. Student Empowerment continues to meet. She reminded the Committee that winter sports are just about over and spring sports will be starting soon. She also informed that term three will be ending soon.

Superintendent's Report

Superintendent Smith congratulated the Committee and the community of their hard work in selecting the next Superintendent. The superintendent reminded everyone about the upcoming primary election on March 3, 2020. Polling places include Salem High School, Bentley, Witchcraft, Saltonstall, and Bates. Superintendent Smith also expressed her excitement over the Resolution declaring this week as Public Schools Week. She will schedule a time with the Union President to celebrate this in our schools.

At this time, Superintendent Smith invited Nancy Charest, Director of the Salem Early Childhood Center to showcase the school. Ms. Charest told the committee she is grateful to the staff and is especially grateful for Ms. Scanlon a paraprofessional who has worked for the district for over 30 years. She shared a power-point with the Committee. She informed them she has nine classrooms and about 107 students. She introduced Ms. Boucher to share what a day is like in her classroom. Ms. Boucher shared some of the practices in her classroom. She informed the Committee of an art show coming up on Tuesday. She explained the structure of the program. Classes run from 8:30 a.m. to 11:00 a.m. and then another session runs from 12:00 p.m. – 2:30 p.m. Ms. Boucher informed the Committee the program does follow Massachusetts State Standards.

Ms. Charest explained further the standards include, Math, Science, Social Studies, Social Emotional Learning, and English Language Arts. The teachers participate in a social emotional training program. She talked about the students learning through hands on learning projects. The program has several community partners. She was excited to share news about the new

playground construction. They have started registration for next year with mailings and open houses, even though the school does have a rolling registration process.

Mayor Driscoll thanked her for her work. Ms. Manning inquired about the Special Olympics program. Ms. Charest said yes, they do have this with the help of some donations they received. Mayor Driscoll asked about maximum enrollment for the school and the answer was 120. Mr. Fleming asked why are we limiting the number of students. Ms. Charest explained it is due to budgeting and space. The Mayor spoke about universal preschool. The Superintendent also added how impressed she is with the program especially the students' language and the way they play together. Mayor Driscoll thanked them again for their hard work.

Superintendent Smith introduced Andrea French, President, Liz McGovern, Vice President, and Cheryl Donnellen and Carrie Neeman of the Special Education Parent Advisory Council (SEPAC) Executive Board. The SEPAC introduced themselves, explained their mission, and their function. They explained how events are coordinated. The group shared a power-point with the Committee. One of the topics was outreach and support. The SEPAC explained that Deb Connerty and the PPS team were of tremendous help. The group expressed to the committee some additional positions will benefit the special education population. There is also a need for a policy or better procedure for outreach. She stated that every school does something different when the group needs to get information out to the parents. One of their goals is to do more parent workshops. She also informed the Committee she and the Vice President are stepping down at the end of this year. They have appointed a new president and vice president to take on the roles.

Mayor Driscoll thanked the group for their presentation. Ms. Manning asked about outreach. Where are the issues? She explained that flyers go to the Superintendent's office and take about a week to get approved. She also explained the schools are not all willing to assist with copying and distribution and also identified technology as an on-going issue.

The Superintendent told the Committee some of these issues can be resolved and she will sit down and meet with the SEPAC to address these concerns.

The Superintendent then asked Dr. Jill Conrad to update the School Committee on the upcoming year's Enrollment Targets for the 2020-21 Kindergarten assignments. She shared the most recently published data (based on the October 1st state reporting data) on the elementary schools' percentage of economically disadvantaged students, the key factor for setting enrollment targets for kindergarten student assignment, according to the district's student assignment policy. The district-wide average Based on the current data and the district-wide average, four schools are currently considered "in balance" (ECC, Bates, Horace Mann, and Witchcraft Heights) and will have enrollment targets of 50/50. Two schools more than 5% fewer students who are economically disadvantaged than the district-wide average (Carlton and Saltonstall) and their enrollment targets will be set at 60% for low-income and 40% for non-low-income students. One school (Bentley) has more than 5% students who are economically disadvantaged than the district-wide average and the enrollment targets for this school will be 40% for low-income and 60% for non-low-income students (this applies only to the non-dual language portion of the school). Mayor Driscoll, Ms. Manning, Dr. Pangallo, and Mr. Fleming

asked several questions regarding the data. Some of the concerns were not filling openings due to not belonging to the correct group, and how to address the disproportionality at the Bentley School. Dr. Conrad addressed their concerns.

Superintendent Smith also asked Dr. Conrad to review the issue surrounding the Carlton Winter and Spring Trimester enrollment procedures. Dr. Conrad explained that for the current year, there were fewer applicants for the Spring trimester than there were seats available. To fill the seats, families who were on the waiting list from the Winter trimester were contacted and up to eight (8) of those families were assigned in the Spring trimester. Dr. Conrad also explained that going forward, the Superintendent and principal would like to utilize a similar practice of combining the applicants for the winter and spring trimesters. In addition, notification of assignments for those trimesters would not be sent out in May as has happened in the past. Instead, the notifications will be sent six weeks prior to the start of those trimesters. This will help the school confirm the actual number of seats available for those trimesters prior to confirming assignments.

Members had some questions about how this change would be implemented. There was a lengthy discussion around several possible scenarios and solutions. The Mayor requested the matter be reviewed with some of the input from School Committee and revisit this matter.

The Superintendent gave an update on the Student Opportunity Act and the ability to focus on the high school redesign that we have been working on. She explained the SOA requires evidence and public participation on how the redesign is done. She updated the committee on the Bentley Principal interviews. She informed them about the high school principal interview committees which have two students and that Ana Nuncio and Kristin Pangallo are on the interview committee. Mr. Fleming requested that our Superintendent Elect be on the committee for the final interviews. Mayor Driscoll agreed as well as the committee.

Action Items: New Business

Action Item F: Request to Waive Fees for Salem Democratic City Committee

Mr. Fleming motioned to take item (f) out of order on the agenda and recommended the fees be waived. He mentioned these committees whether democratic, republican or green party they have a right to use our facilities. After a brief discussion Mr. Fleming motioned to send the issue of waiving the site fee and custodial fees to the Building and Grounds Committee and Dr. Pangallo seconded. Motion carried.

Action Item A: District School Calendar

The Mayor moved on to vote on the district-wide 2020-2021 school calendar that includes the following schools: Bentley, Bates, Early Childhood Center, Horace Mann, Witchcraft Heights, Collins Middle School, and Salem Prep High School. Mr. Fleming motioned to approve the submitted calendar and Ms. Campbell seconded. Motion carried. Dr. Pangallo asked about why there are back to back ½ days for professional development? Ms. Carbone addressed this issue and explained they need to stay away from April and May because of MCAS. In March we have parent conferences. Since there are eight days needed. We need to try to avoid February and April because of vacations. This makes them difficult to schedule. Dr. Pangallo also

commented on the start date of the Kindergarten and how the late start affects parents. There was a short discussion and the Committee will revisit this next year.

Action Item B: Carlton School Calendar

The Mayor requested a motion on the Carlton 2020-2021 school Calendar. Mr. Fleming motioned to approve and Mr. Cruz seconded. The motion carried.

Action Item C: Saltonstall School Calendar

The Mayor asked for a motion for the 2020-2021 school calendar for the Saltonstall School, Ms. Manning motioned and Ms. Campbell seconded. Mr. Fleming voted in opposition the remainder of the Committee was in favor, motion carried.

Action Item D: MOA with the STU regarding the First Day of School

The Mayor asked Ms. Smith to clarify information on the Memorandum of Agreement for the first day of school. Ms. Smith explained with Labor Day being late this year and the primary election is on September 1 the district needs to start school on September 2. The agreement allows us to this. Mr. Fleming motioned to approve the memorandum of agreement and Ms. Nuncio seconded. Motion carried.

Action Item E: Appointment of the Executive Director of Pupil Personnel Services

Mayor Driscoll requested the approval of Ms. Deborah Connerty as the Director of Pupil Personal. Mr. Fleming motioned to approve the appointment and expressed his excitement of appointing Ms. Connerty to the position. Ms. Campbell seconded. Motion carried.

Finance Report

Mayor Driscoll asked Ms. Shaver to review the report with the Committee. Ms. Shaver informed the Committee we are facing a shortage in homeless transportation. She explained we are responsible for transporting homeless children. The Mayor went on to discuss the homeless coalition who meet monthly. She informed the Committee we have 192 homeless or foster care students. She attributed it to the housing issues and trauma due to inability to pay rents. Dr. Pangallo asked if this is year to date expense or is it for the remainder of the year. Ms. Shaver informed the Committee it is until the end of the year. Mr. Fleming asked when and how much does the state reimburse us? The Mayor said they will look into it and prepare the information.

Budget Transfers

The Mayor requested a motion to approve budget transfer number 3. Mr. Fleming motioned to approve budget transfer 3 for tuition reimbursement in the amount of \$8,000. Ms. Campbell seconded. Motion carried.

Mayor Driscoll requested a motion to approve budget transfer number 4. Mr. Fleming motioned to approve budget transfer 4 for the Human Capital Office to cover the expense for a temporary clerk. Ms. Campbell seconded. The motioned carried.

Mayor Driscoll requested a motion to approve budget transfer number 5. Mr. Fleming motioned to approve budget transfer number 5 for the Bates Elementary School for instructional stipends. Ms. Campbell seconded. The motion carried.

Mayor Driscoll requested a motion to approve budget transfer number 6. Mr. Fleming motioned to approve budget transfer number 6 for the Witchcraft Heights Elementary School to the fellows from Endicott College. Mr. Cruz seconded. Motion carried.

Mayor Driscoll requested a motion to approve budget transfer number 7. Mr. Fleming motioned to approve budget transfer number 7 for the Athletics Department to cover necessary expenses. Ms. Campbell seconded. Motion carried.

Mayor Driscoll requested a motion to approve budget transfer number 8. Mr. Fleming motioned to approve budget transfer number 8 for the Curriculum, Instruction, and Assessment Department to cover necessary expenses. Ms. Campbell seconded. Ms. Manning inquired what kind of expenses was this for. Ms. Carbone explained it will cover the expenses to pay for busing and teachers for after school programs.

Policy Subcommittee

Action Item A: Policies for Second Reading

The Committee then discussed the second reading of policy 5102.04 students in Foster Care. Ms. Nuncio motioned to approve the second reading and Ms. Campbell seconded. Motion carried.

Action Item B: Policies for First Reading

The Committee then discussed the first reading of the policy 3504 Emergency Evacuation Drill. Ms. Nuncio motioned to approve the first reading and Ms. Campbell seconded.

The Committee then discussed the first reading of the policy 5220 Faculty Advisors. Ms. Nuncio motioned to approve the first reading and Ms. Campbell seconded. Ms. Campbell inquired about the dates for updates on the policies. Ms. Nuncio agreed they need updating. Motion carried.

Dr. Pangallo asked what the Emergency Evacuation policy covered, is it just for fire drills and Ms. Nuncio clarified it was for anything regarding an emergency evacuation. Ms. Nuncio then explained the subcommittee and going to review Alice drills and decide if we need something different for this.

School Committee Concerns and Resolutions

Mayor Driscoll asked for a five-minute executive session to discuss the contract with the new superintendent at the end of this meeting.

Dr. Pangallo, asked about an update on the concerns for SEPAC. The superintendent said she will have something available on the March 23, 2020 meeting.

Public Comment #2

Mayor asked for public comment.

No public comments

At this time Mr. Fleming motioned to move into Executive Session for the purpose of discussing contracts and not to return to open session. Ms. Manning seconded. A roll-call vote was done:

Ms. Nuncio	Yes
Ms. Campbell	Yes
Mr. Fleming	Yes
Mayor Driscoll	Yes
Ms. Manning	Yes
Dr. Pangallo	Yes
Mr. Cruz	Yes

Motion carried unanimously to move into executive session at 9:33 p.m. not to return to open session.

Respectfully submitted,

Jennifer A. Gariepy
*Executive Assistant to the School Committee
& the Superintendent*