

**Salem School Committee  
Meeting Minutes  
March 2, 2020**

**Members in Attendance:** Ms. Mary Manning, Mayor Kimberley Driscoll, Mr. James Fleming, Ms. Amanda Campbell, Mr. Manny Cruz, Dr. Kristin Pangallo, Miss Jillian Flynn

**Member Absent:** None

**Others in Attendance:** Superintendent Kathleen Smith, Ms. Kate Carbone, Dr. Jillian Conrad, Ms. Alicia Palmer, Ms. Deborah Connerty

**Call to Order**

Mayor Driscoll called the meeting to order at 7:04 p.m.

**Consent Agenda**

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

**Agenda**

Mr. Fleming motioned to approve the Agenda and Ms. Manning seconded. Motion carried.

**Public Comment:**

Ann Berman, President of the Teachers' Union informed the Committee of a fundraiser at Flatbreads Pizza from 5:00 – 9:00p.m. on Tuesday, March 10. The proceeds will go towards student scholarships. She informed the Committee of the upcoming production of Once on this Island. The production will be on March 19, and 20 at 7:00 p.m. and March 21, at 2:00 p.m.

Nichole Eichel-Belair of 13 Allen St, Salem spoke to the Committee about the lack of funding for the CTE program. She gave them detailed issues about a grant the district received for the Medical Assisting program and the Building and Property Maintenance program. The grant funded virtual welding equipment. However, due to the lack of necessary computer equipment the product remains mostly in boxes. Ms. Eichel-Belair identified several funding discrepancies. The Committee took her information very seriously and requested a copy of her notes so they could look into this further.

**Student School Committee Representative Report – Jillian Flynn**

Ms. Flynn informed the Committee the Student Advisory Council met on February 26, 2020. The SAC is having some trouble with members attending the meetings. The reason is this is a relatively new group. Therefore, they have planned a meeting for March 6, 2020 to discuss and inform members of their roles. Additionally, the Student Council is having some difficulty with getting the students to participate in the 30, 60, 90- day review of the bathrooms. She

informed the Committee of the upcoming school dance at the high school on March 20<sup>th</sup>. The Junior class is holding a T-shirt decorating contest. The rehearsal for the Senior play is Tuesday. Salem prep is involved with a program called Year-up. They help students with funding college and assist kids with job training while in college.

### **Superintendent Report**

Superintendent Smith announced Elizabeth Rogers as the new Principal at the Bentley Academy Innovation School starting July 1, 2020. She is the Assistant Principal at the Saltonstall School, she was a teacher, a science coach, and was part of the dual language program, and we are very excited to have her talent. Superintendent Smith informed the Committee of a \$60,000 grant for the High School Early College Program. This is part of the high school redesign. She also informed the Committee of another grant in the amount of \$218,000 for the CTE program for the Culinary Program and to assist with medical equipment. The grant was written by the Director, Kim McFarland. Finally, the Superintendent updated the Committee on the Corona Virus. She informed them we sent out reading material to the staff and parents. We are working to make sure everything is clean. She informed them we have had a difficult flu season for both students and staff. She told them we are doing everything we can to keep classes staffed and keep the buildings cleaned.

At this time, the Superintendent invited up the Principal and school staff from Witchcraft Heights school for a presentation. Leanne Smith, Principal of the Witchcraft Heights School started the presentation. Ms. Smith informed the Committee the school has 544 students and 103 teachers. They have two sub separate classes, an Autism Program, and a Lifeskills Program. The school also offers STEM, Civics, and content enrichment. The principal thanked her staff for their work at the school.

Faculty members presented different aspects of their curriculum. Some of this included, their school pledge, MAGIC, Model Curiosity, Act Safely, Give and Receive Respect, Include Everyone, and Continue to Persevere. They discussed their use of data and their speed data meetings. They discussed their use of Este Math and their ESL programs. They also discussed their fellows and how much they do for the school.

Mayor Driscoll asked the Committee if they had any questions. Dr. Pangallo asked how to share what is working at their school with other schools. Ms. Smith informed the Committee they do share through the Job-Alike meetings. The Mayor thanked the principal and their staff for their presentation.

### **Human Capital Report**

At this time, Alicia Palmer presented her Human Capital Report. She informed the Committee she presents this material three times a year. The information she provided included the Personnel Data Report which is data from October 1 through January 31. She also gave the committee a report on current unfilled positions. Ms. Campbell inquired about exit interviews. Ms. Palmer confirmed we do have exit interviews and will present the information at the end of the year as opposed to quarterly. Ms. Manning asked about hiring any additional custodians

and Ms. Palmer will check in with Mr. Monks on this. Dr. Pangallo inquired about the amount of exits at the Collins Middle School and the High School. Are these abnormally high or is this typical? Ms. Palmer will review the numbers from last year and update the committee. Ms. Carbone updated the committee on programs we have in place for new teachers and would like to present this to the Committee at the next meeting.

#### **Clarification on Implementation on Carlton Kindergarten Assignments**

Dr. Conrad reviewed the Kindergarten assignments with the Committee. She worked with Bethann Jellison, Principal and discussed what changes would be done. They have discussed this internally and will develop one list for winter and spring students ranked by proximity and they must be eligible by age. There was a brief discussion and Ms. Campbell thanked them for all the work they did on this issue.

#### **Student Supports**

The Superintendent discussed a student handbook. She would like to see modernization of this. She would like to have the handbook include information on cell phone use and proper dress code. The Mayor asked what some of the Superintendent's concerns were. The Superintendent informed the Committee the students are using cell phones in class and students pulling their hoods of their sweatshirts over their eyes makes it difficult to educate. Ms. Flynn added the students are looking into these issues as well. She agrees with having hard copies of the student handbook available. Dr. Pangallo inquired if this may be a topic for the Equity and Engagement Committee.

The Committee discussed the E-cigarette program that Salem was recognized for by the press. The Mayor informed the public the students receive a gift card for turning in their vaping materials and agree to four counseling sessions. Mr. Fleming wasn't aware of the counseling and will inform his constituents.

#### **Action Items: Old Business**

Mr. Fleming updated the Committee on the decision of the Building and Grounds Committee as it pertained to the Democratic City Committee fee and custodial waiver. The Committee did agree to waive both fees, but he has been informed by the Mayor that she will cover the custodial expenses, so no action is needed.

#### **Action Items: New Business**

Mr. Fleming motioned to approve the 2020-2021 Annual School Calendar for Salem High School and Ms. Nuncio seconded. Motion carried.

Mr. Fleming motioned to approve the 2020-2021 New Liberty Innovation School Calendar and Ms. Nuncio seconded. Motion carried

Ms. Nuncio motioned to approve the third reading of policy number 5102.04 Student in Foster Care and Mr. Cruz seconded. Motion carried.

Mr. Cruz motioned to approve the second reading of policy numbers;

3504 Emergency Evacuation Drills  
5220 Faculty Advisors

Ms. Manning seconded, Motion Carried.

Ms. Manning motioned to approve the first reading of the following policies;

5205 Honor Roll and/or Recognition Programs  
5212 Evaluation of Instruction Programs  
5216 Student awards and Scholarships  
5219 Teaching about alcohol, Drugs, Tobacco, and Vaping

Mr. Fleming seconded. There was a brief discussion indicating the addition of the word vaping. Mr. Cruz explained the changes to the Honor Roll or Recognition Programs policy. This included changes to the title and including all the high schools where before it was only one high school. Motion carried.

### **Subcommittee Reports**

Mr. Fleming informed the Committee the Building and Grounds Subcommittee met and the MSBA Application work will continue and be ready for the March 23, 2020 School Committee meeting.

### **School Committee Concerns and Resolutions**

Ms. Manning expanded on the hiring practices. She would like to review the expectations and the practices involved in the hiring practice. She informed Ms. Carbone if she needs more time to present then that is fine with her. Ms. Manning also reminded the public the Finance Subcommittee meetings are about to begin and she encouraged people to attend. Additionally, she invited Ms. Eichert-Belair to attend to discuss and identify some of the issues she brought before the Committee tonight.

Mr. Fleming requested the Superintendent to look into why we can't get the computer needed to accommodate the new welding supplies. He asked if she could report back to them within the month and several other committee members agreed with him.

Mayor Driscoll stated there seemed to be several issues and it would be beneficial for the Superintendent to look into this and possibly supply the Committee with a more formal report.

Mayor Driscoll would like the Committee to explore the need for affordable housing. Possibly looking at the high school for the purpose of discussion. The Committee agreed to schedule a Committee of the Whole meeting to discuss.

Public Comment: None

**Adjournment**

Mr. Fleming motioned to go into executive session for the purpose of negotiations and not to return to open session. The Committee voted by roll call:

Roll Call Vote:

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

The moved into Executive Session at 8:43 p.m. not to return to open session.

Respectfully submitted,

*Jennifer A. Gariepy*

Executive Assistant to the School Committee  
& the Superintendent