

Salem School Committee
Meeting Minutes
March 23, 2020

On March 23, 2020 at 7:00 p.m. the Salem School Committee held a meeting using Zoom during the pandemic where no more than 25 people were allowed to gather in one room.

In Attendance: Kimberley Driscoll, Mary Manning, Ana Nuncio, Kristin Pangallo, Manny Cruz, Amanda Campbell, Jillian Flynn

Absent: James Fleming (audience attendee during Zoom Meeting)

Others In Attendance: Kathleen Smith, Kate Carbone, Kristin Shaver, Jill Conrad, Deb Connerty, Liz Poley-Wettengel

Call to Order

Mayor Driscoll called this on-line meeting to order at 7:06

Consent Agenda:

Mr. Cruz motioned to approve the Consent Agenda and Ms. Manning seconded. Motion Carried by roll call:

Mary Manning:	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes

Ms. Manning motioned to approve the Agenda and Mr. Cruz seconded. Motion carried by roll call:

Mary Manning	Yes
Kristin Pangallo	Yes
Ana Nuncio	Yes
Manny Cruz	Yes
Amanda Campbell	Yes
Kimberley Driscoll	Yes

Student Representative Report

Jillian Flynn addressed the committee and informed them the Student Advisory Council met with the Superintendent. They discussed their concerns with the Superintendent and were very grateful for the opportunity to meet. Miss Flynn emphasized the students' desire to remain connected during this school closure.

Superintendent Report

Superintendent Smith discussed the unprecedented time for the school community during this pandemic. She talked about the employees who have come together to create learning environments on-line for our students. She is pleased with the way we are sharing information throughout the district. She gave a public special thank you to all the hard work the custodians have done and continue to do on a daily basis. This includes frequent cleaning upon arrival and departure of our school staff.

The Superintendent recognized the Mayor for her prompt action in securing our next Superintendent so quickly. She also informed everyone at this time we will put the principal search on hold. Superintendent Smith discussed the work with the teachers' union and with the work of the Department of Education during this pandemic. She explained that Salem had already used 4 days prior to the closure and these days would need to be made up. However, we are not required to make up the days of the closure issued by the State. She informed the Committee we need to review and vote on the Student Opportunity Act. This is needed because at this point in time, the due date is April 1 and we will not be meeting prior to this. Additionally, she informed them the MCAS testing for grades 10 and 3-9 English Language Arts are postponed due to the pandemic crisis. These are decisions made by the State. She explained that lunches will be continued to be served to our community. In addition, teacher licensure and waivers are on hold.

At this time, the Superintendent introduced the Executive Team for updates.

Assistant Superintendent, Kate Carbone addressed the Committee. She thanked the team of teachers who assisted in delivering educational tools to the students through packets and on-line learning tools. Ms. Carbone initiated phone calls to families to make sure they were alright as well as on-going outreach to families. She requested additional chromebooks for grades 3-5 in the event of an extended closure. Dr. Pangallo thanked Ms. Carbone for the work of the teachers and the administrators. The feedback she has received from parents has been remarkable.

Kristin Shaver, District Business Manager, addressed the Committee next. She informed the Committee the Business Office is still operational. She thanked her staff for their continued hard work. She also recognized the Food Service Department. The district had provided 11,500 meals to parents during this closure. They also included packets of learning materials with the lunches for those families who do not have access to the internet. They are also working to gather personal protective gear to donate.

Amanda Campbell expressed how impressed she is with what has been done. Ms. Nuncio would like us to try and track families who are not participating to get food. The Mayor discussed teens and the fact that hours may need to be adjusted to meet the teen schedules. Typically, they are up later in the day so we may want to consider this when distributing food and learning materials. Ms. Campbell inquired about other schools receiving meals, like private schools. The Superintendent confirmed the meals are for all Salem families regardless of where they attend school. There was a brief discussion about who is caring for our classroom pets and facilitating how students can pick up their musical instruments.

Deborah Connerty, Executive director of Pupil Personnel, addressed the Committee. She explained her department is supporting 203 homeless families and 62 children in foster care. She was able to reach out to all of the students. They delivered personal hygiene products. She explained an issue with students who are coming home for the weekends and then not able to go back to their programs due to the pandemic. Her department is working on how to communicate with the deaf. She has provided training guides for ABA methods. Ms. Connerty then discussed some students who were receiving in-home services no longer are receiving these services. Her department is focusing on mental health and emotional needs. She is seeking guidance from the State on providing services. The Pupil Personnel office is conducting IEP meetings on the phone. Her physical therapy staff is putting together training packets for families who need these services. Overall her department is in need of assistance with language barriers, internet for her students, and getting word out about the need for parent emails. Ms. Manning asked about students who would normally receive counseling at school. Ms. Connerty didn't have any indication if the counselors were reaching out to those families.

Dr. Jill Conrad, Chief of System Strategy was next to address the School Committee. She informed them the Parent Information Center is ready to work remotely. They are working on translation needs. She does have people for backup for calls. She discussed there are some registrations that are in process just before the closure. The schools are reaching out to the parents who were trying to register. She talked about Kindergarten for next year. She told the Committee the assignments are in the works.

Dr. Conrad discussed the Student Opportunity Plan. She informed them the district funding was small. The money will assist with the early college program and the co-teaching model for incoming English Language Learner programs. Mayor Driscoll informed the Committee a vote for the plan is needed as it is due April 1.

Liz Polay-Wettengel Chief Communications Director spoke to the Committee. She updated the Committee on all the methods of communication she has used. She informed the Committee she with the help of Jason Yarrington who is a parent from Saltonstall, created a website called Salemlerns. This website has had over 4,000 hits already. She discussed receiving information from Ms. Carbone on developing programs and incorporates this into the new website. Mayor Driscoll thanked Liz and Jason for their work. The Mayor also expressed their priority will be to do whatever we can for the graduating class of 2020.

New Business

At the time the Committee addressed the vote for the Student Opportunity Act Plan. There was a discussion on voting on something that still needs input from the community. Ms. Manning had some initial concerns but understands under these circumstances we need to do what is required. Mr. Cruz agrees we need to vote for the plan itself. Mayor Driscoll explained that we were unable to get feedback from the community we will do this once the school re-opens. Additionally, she added we can't wait on the vote because it is due April 1. Mr. Cruz motioned to approve the Student Opportunity Act Plan and Ms. Manning seconded. Vote by rollcall:

Mary Manning;	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes

MSBA Vote:

The Mayor informed the Committee they need to vote on the SOI application for the MSBA. Ms. Manning Motioned to approve and Ms. Nuncio seconded.

Resolved: Having convened in an open meeting on March 23, 2020, prior to the SOI submission closing date, the **School Committee** of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated no later than May 6, 2020 for the Salem High School located at 77 Willson Street, Salem, MA 01970 which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

And hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority or commits Salem, MA to filing an application for funding with the Massachusetts School Building Authority. Vote by rollcall:

Mary Manning;	Yes
Kristin Pangallo:	Yes

Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes
James Fleming:	Yes

Budget Transfers:

No Budget Transfers

Policy Subcommittee:

The committee voted on the following policies for a third reading:

3504 Emergency Evacuation Drills
5220 Faculty Advisors

Ana Nuncio motioned to approve the policies and Mr. Cruz seconded. Vote by rollcall:

Mary Manning;	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes

The Committee voted on the following policies for a second reading and Ms. Nuncio motioned to approve and Mr. Cruz seconded:

5205 Honor Roll and/or Recognition Programs
5212 Evaluation of Instructional Programs
5216 Student Awards and Scholarships
5219 Teaching About Alcohol, Drugs, Tobacco, and Vaping

Mary Manning;	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes

Subcommittee Report:

The Mayor inquired if there were any reports from the School Committee Subcommittees. There were no reports at this time.

School Committee Concerns and Resolution

The Mayor requested if the Committee members had any concerns or resolutions. Dr. Pangallo asked the committee to think about how GPAs and grades will work moving forward during the school closure. She also asked about any possibilities of retrieving belongings from the buildings.

Superintendent Smith discussed with the Committee that she is conferencing with the Commissioner this week on the topic of grades. She also informed the Committee she discussed building access with the administrators.

Mr. Cruz thanked everyone for their hard work. He expressed his gratitude to the first responders.

Ms. Nuncio expressed her gratitude and also wanted to express her concern about teachers and staff privacy due to illness. She doesn't want their privacy invaded due to illness.

Ms. Manning also was thankful for the work done to get the zoom conference up and running. She would also like to see the teachers be able to get into the buildings.

Superintendent Smith thanked the Mayor for her leadership and her being so instrumental in getting the information out to the public during this unprecedented time.

Adjournment

Mr. Cruz motioned to adjourn the meeting and Ms. Manning seconded. Vote by rollcall:

Mary Manning;	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Kimberley Driscoll:	Yes

Meeting adjourned at 9:53 p.m.

Respectfully submitted by,

Executive Assistant to the School Committee
& the Superintendent

Kimberley Driscoll, Mayor
School Committee Chair

Meeting Materials

March 2, 2020 Meeting Minutes
Horace Mann Donation
SOI Form of Vote
Student Opportunity Plan
Emergency Evacuation Drill Policy
Faculty Advisor Policy
Honor Roll and/or Recognition Programs Policy
Evaluation of Instructional Programs Policy

Student Awards and Scholarships Policy
Teaching About Alcohol, Drugs, Tobacco, and Vaping