

Salem School Committee
Meeting Minutes
May 4, 2020

A meeting of the Salem School Committee was held on May 4, 2020 at 7:00 p.m. This was held using Zoom on-line meeting platform

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

Others in Attendance: Kathleen Smith, Kristin Shaver, Kate Carbone, Jill Conrad, Deborah Connerty, Liz Polay-Wettengel, Samantha Meier, Amy Martyn, Amy Richardson, Emily Flores, Matt Condon, Cyndi Napierkowski, Gwen Robinson, Shannon Carrick, Brian Edmunds, Amie Capodanno, Jennifer Winsor, Lynne Mullen, Elizabeth Rogers, Jack Armstrong, Lorainne Del Rosario, Stephanie Cantone, Stella Rowley, Gwen Robinson, Kira Pinkham

Call to Order

Mayor Driscoll called the meeting to order at 7:02 p.m.

Consent Agenda

Mayor Driscoll requested a motion to approve the Consent Agenda. Mr. Fleming motioned to approve the Consent Agenda and Mr. Cruz seconded. The motion carried by roll-call vote:

James Fleming:	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Mary Manning:	Arrived after the call at 7:11 p.m.
Mayor Driscoll:	Yes

Agenda

Mayor Driscoll requested a motion to approve the Agenda. Ms. Nuncio motioned to approve the Agenda and Dr. Pangallo seconded. The motion carried by roll-call vote:

James Fleming:	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Mary Manning:	Arrived after the call at 7:11 p.m.

Mayor Driscoll:

Yes

Report of the Student Representative

Ms. Flynn addressed the Committee. She informed them the Superintendent attended the meeting. They discussed senior events. They also made a template for their mission and vision statement. They will use the google form. They are working on donations for books for those who are at the Field House asymptomatic. The Student Advisory Council is planning to meet with the new Superintendent in the next two weeks to work on transitioning. Finally, they thanked their school committee advisors Mr. Manning and Ms. Campbell as well as Ms. Edmonds and Mr. Longus.

Mayor Driscoll asked if anyone had questions. Dr. Pangallo asked if there was anything we can do to help with getting books to the field house. Jillian informed the committee she reached out to the chief about dropping them at the police station.

Superintendent Report

Superintendent Smith informed the Committee we will be presenting a report on remote learning for our middle and high schools. She told them that one of our presenters, Michael Lister's dad has passed away. She wanted everyone to keep him in their thoughts. She went on to explain her gratitude for teacher appreciation week. She explained the teachers have been working hard to create on-line learning tools. The teachers are delivering chrome books. She went on to ask that the public participate in sending photos and pictures to our District's Chief of Communications to show our appreciations. The first week of May is also National Physical Education Week, as well as National Music Education Week. She explained we will have a presentation on music shortly. In addition to this, Governor Baker has also proclaimed last Friday as School Lunch Day. She referenced our food service professionals. She explained the food service workers are giving out thousands of meals to our families. Also, it is also National Nurses Day on Wednesday May 6. She explained many are reaching out to our nurses for guidance during this health crisis. Food Service Director, Deb Jeffers is invited to meet with Senator Warren for a Town Hall meeting. Discussions are surrounding USDA guidelines for food service. She explained the food service department will continue to deliver lunches during the summer. The Superintendent then announced that Kristin Shaver is leaving the district to go to the Shore Collaborative. Ms. Shaver has done a lot for our district in the four years that she has been here. The Superintendent expressed that we will have big shoes to fill. The Superintendent is working with Dr. Zrike on filling this position. She discussed her call with the Commissioner. Some items discussed was the remote learning. The focus is going deeper in subjects. She explained that we are getting students ready for the next grade level. Parents shouldn't worry about their students being held back. She explained Salem will be submitting our plans to the Department of Education, so they know what we are doing. She also explained that we will hear plans for graduation tonight. She also expressed how happy she has been working with the various city departments. The community always comes together to work on plans for graduation.

She said she will update the committee along with Assistant Superintendent Kate Carbone, on what things will look like going into the fall. The Commissioner also informed them about the Cares Act. This is money for school districts. This money is entitlement money as it relates to title I. This money is available now and going into 2022. Superintendent Smith then introduced Cynthia Napierkowski for a presentation on Music.

Ms. Napierkowski explained that the closure came on suddenly and lots of instruments were left at school. With a collaborated effort we were able to get the instruments home. She explained that they were able to distribute music materials on to the website within one week of the closure. She also discussed a letter explaining how to access Smart Music. She explained Smart Music is a web-based tool that assists students with practicing. The program gives feedback and they can hear themselves playing. The program also assists with making corrections. We currently have 218 students working with the program. She explained the principals have been fantastic getting students on the program. Going forward she would love to have this program permanently. She then went on to demonstrate the program to the committee. The Mayor asked how she learned of the program. Cyndi explained that she has purchased this for her own professional use. She went on to explain that if the district were to purchase this program the costs is \$40.00 per teacher per account. Students who are in elementary school would be 10.00 per student and in the upper grades the cost is 20.00 per student. Therefore, to purchase for all students the costs would be under \$10,000.00.

The Mayor recognized Ms. Manning for a question. Ms. Manning asked how many students would be using this. The response would be 600. Right now, we have over 200 students using this. Dr. Pangallo believes this is good we are getting the word out about this. Cyndi went on to discuss that we reached out to all parents about this program and hopes that this meeting will remind them this is here for them to use. Also, our instrumental instructors are meeting with students on-line. Overall students and parents have had a positive experience using this program. She also reminded everyone we are also using schoology and they are able find the music website using the salemlearns site. She recognized Jillian Flynn for delivering letters to parents about participating in the music programs. She also explained the elementary students have been meeting weekly and are really enjoying this. Finally, she demonstrated on screen names and emails for parents to contact the music department. Dr. Pangallo went on to explain that due to being overwhelmed at the beginning of the closure this information was inadvertently missed.

Mayor Driscoll then moved on to the middle and high school presentation. Superintendent Smith introduced Ms. Carbone. Assistant Superintendent Carbone introduced the presenters for the secondary on-line learning platform. Middle school level she introduced, Elizabeth Rogers, Saltonstall. Shannon Kerrick, and Matthew Condon. The group gave a presentation for the on-line learning platform. The presentation began with middle school level. The discussion included information about accessing the classrooms. The middle school level was already using on-line tools so the transition was smooth. The group discussed the standards set by the Department of Education. Liz Rogers informed the group that our middle schools were already aligned to these standards. Mr. Condon discussed the supports in place for the students. He

additionally discussed grading. Teachers are giving feedback both live and in writing. He also explained that they will be uploading an assignment tracking of students for parents. Liz discussed how they are tracking how many students are engaging. She explained they work with staff to identify students who are not in attendance. They assign students to specific individuals to eliminate duplicate calls.

Finally, Mr. Condon explained they are using google classroom and schoology. He then introduced Ms. Carrick who displayed for the Committee what the google classroom looks like. Ms. Manning inquired if the assignments are the same for all students. Ms. Carrick informed the group that there are special ed teachers assigned to students. These students work with these teachers and they supply supplemental support.

Mr. Condon informed the committee they have supplied the students with a schedule. The focus is on the classroom time. This is a structured time where teachers can work individually with students. This time also works to supply special education students with the necessary supports.

At this time Liz Rogers discussed professional development for teachers. One of the professional developments was focused on technology. They provided development in a variety of platforms. Many were comfortable with these platforms but for others this was brand new for them. Other supports included supporting students with disabilities and English language learning. Mr. Condon also discussed end of year activities. They have a team working on making these end of year events special. One example he spoke of was a virtual field trip to New York. They are also planning something for the kids to get together on-line. They are currently working on something special for the moving on ceremony. Additionally, they will supply a virtual tour for the incoming 6th graders.

Kate Carbone introduced Jennifer Winsor, Principal at New Liberty to give the Committee information on the high school level on-line learning platform. Ms. Winsor discussed the priorities across the high schools. She discussed high quality scaffolding learning experience. She expressed the importance of social emotional needs and health for the remainder of the year. Initial focus was to make sure families and students were safe. They tracked who they reached out. Their students already had chromebooks. They worked with families on internet access. They offered Professional Development for teachers. She introduced Dr. Meier, Principal of Salem High School. She described what a student schedule would look like. The schedule incorporated time for students to complete work. She explained that students are to work 60 minutes on instruction. Lessons are uploaded to schoology so students can access when they are available. She went on to discuss various methods of making education available to all students. She then introduced Ms. Rogers. Ms. Rogers discussed the five E's explain, explore, elaborate, engage, and evaluate as a method for student success. She referred to this as a students' essential habits. The students have an opportunity to upload videos to show what they are working on. Students can join project liberty which is a social enterprise. Finally, students are engaging on hands on stem projects. Teachers are providing them with kits. She then introduced Brian Edmunds. Program Director at Salem Prep. He

explained their teams are already using Schoology. He explained Salem Prep's point system. He said focus was on social emotional skill development. He talked about five core competencies: self-awareness, self-management, relationship skills, social awareness, and responsible decision making. He then introduced Amy Martyn head teacher at Salem Prep. She displayed the wheel of emotions. This is an emotional coping strategy. They use this as a social emotional check-in.

At this time, Samantha Meier presented and detailed the information on grading. There will be credit earned, no credit, or not yet. GPA will be based on semester one, class rank will be based on semester one as well. Dr. Meier went through a detailed explanation how credit is assigned. Ms. Manning asked for clarification on not yet credit. She explained this is for students who don't need too much to pass but need to show proficiency in the class.

Dr. Meier introduced Ms. Winsor at New Liberty. She explained grading at their school. She informed the Committee they grade on competency. They use benchmarks set by the Department of Education. Students never fail. They are always allowed to make up work. They use blended learning. Salem Prep described grading at their school. Students are awarded a 2, 3, or 4 for each assignment. Work completion is 70% of the credit. Two-way communication is graded. Students who contact staff are awarded points.

The group moved on to engagement. He then introduced Jen Winsor to explain how we track student engagement at the New Innovation School. Ms. Winsor showed data on how many students are engaging in classes. She explained methods of communications with students and parents. Amie Capodanno explained that counselors are reaching out to students about post-secondary planning. They set up college visits and they are working with special education students on transition planning. They have been working with LEAP for education. They offer tutoring.

Lynn Mullen spoke about the Senior celebration. All three schools have a plan in place. They are using surveys about planning celebrations. May 22, 2020 is the last day for Salem Prep. They are planning a drive by to celebrate the seniors. New Liberty's last day is June 24, 2020. They are planning a graduation in August. She then introduced the senior class officers. Jack Armstrong spoke about the Senior Show. They are working on a virtual show. Loraine Del Rosario spoke about a virtual senior awards recognition and a virtual graduation program is currently being worked on. They are planning a November graduation. Kiara Pinkham discussed having a proper last day. They discussed the prom being held the day after thanksgiving with the graduation on the following day in the field house. Stella discussed having theme days during the last week of class. Stephanie discussed their valedictorian to give her speech on NESN. Dr. Meier acknowledged the group.

Samantha Meier discussed the changes that have taken place in the remote learning plans. She explained how the remote learning has impacted students and teachers. Ms. Winsor discussed engagement of students. She talked about those who haven't completed their work. She

mentioned 74% of students are accessing the material with 13% actually turning in assignments.

The Mayor thanked the group for their hard work. She thanked the seniors for their work on celebrating seniors. She then acknowledged Ms. Campbell. Ms. Campbell thanked everyone for their work. She asked Dr. Meier about students who arrived mid-year and what their grading would look like. Dr. Meier explained they would be graded the same way as if they attended during regular classes. They would look at them on a case by case basis. Mayor Driscoll asked about the percent of students engaging. She noted that 40% of students seems the highest. She asked if this was broken down by grade level. Dr. Meier will look into the grade level participation. As of right now, it is across the board. Mayor Driscoll asked about how we reach out to parents. Dr. Meier asks teachers to reach out to parents. If they don't check in two or more days then their enhanced team will reach out to the parents and offer supports. Mr. Fleming reminded the group the Salem Days Scholarship is extended until May 15. Jillian Flynn informed the group the information was also sent out to student emails.

Recommendation for Salem's participation in Inter-District School Choice Program

Superintendent Smith informed the Committee the vote for this is due by June 1. She discussed current enrollment of school choice students. She explained with all the great things happening in Salem we should open this up to enroll up to 10 at each grade level at Salem High School and 12 spots available at the New Liberty Innovation School.

Mayor Driscoll asked about having enough space and Superintendent informed her that we do. Mayor Driscoll asked if this is voted on tonight? The vote would take place on May 18 as a public hearing. The Mayor asked for a number of students who currently school choice into the district. Superintendent Smith told her 16 at Salem High School and 9 at the New Liberty Innovation School. We currently have 75 students who are opting out to other schools.

Update on Kindergarten Batch 1

The Superintendent informed the Committee batch 1 has been sent out and the next one is June 15. She informed them the numbers have dropped a bit and encouraged the public to register.

The Superintendent informed the committee that we received \$84,000 in a grant award. The Superintendent informed the Committee the feedback form for the Student Opportunity Act is up on the website. She went on to discuss donations made to the district and how appreciative we are for the gifts for students.

Finance Report

Mayor Driscoll moved on to the finance report. Ms. Shaver informed the Committee the finance report is in the packet. She discussed that we have used about 70% of our funds and there will be a surplus going into next year. The Mayor asked if there are any trouble spots and Ms. Shaver confirmed there are not.

Subcommittee Reports

The Mayor asked about subcommittee reports. Ms. Nuncio informed the committee they have not been able to meet due to licensure for the ability to meet. She asked about an update on the ability to meet. The Mayor asked if there were any other reports.

School Committee Concerns and Resolutions

Dr. Pangallo recognized the SWIG grant. She went on to discuss the email system. She would like the issue with this to be addressed. Especially during this time. The issue was also brought up during a meeting at the Bates School. She would also like the parent portal up and running during this time. Dr. Pangallo also would like to know what Education will look like long-term. She would like to see this discussed moving forward. Mr. Fleming asked about food service working past June 30th. He believed that we need to discuss their contract as it pertains to the staff working during the summer. He wants the Superintendent to check into those contracts which may be expiring. Ms. Manning stated they negotiated with them in last fall. Superintendent will look into it. Mr. Cruz stated we finalized this contract last fall. Mr. Fleming added that he believes they don't work in the summer and needs that looked into. Superintendent Smith stated she will look into. Mr. Cruz congratulated Ms. Shaver on her new position. He went on to discuss the CTE program and the students. Would like to see more information on the work that is being done. Secondly, he wanted to know about any exploring of student information systems they are looking at.

Mayor Driscoll acknowledged Jillian Flynn. Ms. Flynn thanked the Committee for the SWIG grant.

Mayor Asked about public comment. Dr. Conrad read a comment from Jaimie Lapensee about plans for gradation or year end events. In other communities there has been broader community engagement. They would like to see more participation by the public. The Mayor agreed that she would like to know where parents can give their input for year-end activities. Ms. Mullen informed the Committee that we are doing zoom meetings to get ideas from students. Mayor Driscoll discussed the various moving up ceremonies through-out the grades. She asked Liz Polay-Wettengel to work on something for parents share their ideas.

Motion to Adjourn:

Mr. Cruz motioned to adjourn and Ms. Manning seconded. Vote was taken by roll-call:

Mary Manning:	Yes
James Fleming:	Yes
Kristin Pangallo:	Yes
Ana Nuncio:	Yes
Manny Cruz:	Yes
Amanda Campbell:	Yes
Mayor Driscoll:	Yes

Meeting adjourned at 9:34 p.m.

Respectfully submitted by,

Jennifer Gariepy

Executive Assistant to the School Committee
& the Superintendent