

Salem School Committee
Committee of the Whole Meeting Minutes
Monday, November 19, 2018

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Monday, November 19, 2018 at 5:30 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

Members Present: Ms. Mary Manning, Ms. Kristine Wilson, Ms. Ana Nuncio, Mr. Manny Cruz, Ms. Amanda Campbell, and Mayor Kimberley Driscoll

Members Absent: Mr. James Fleming

Others Present: Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Jill Conrad, Chief of Systems Strategy, Kristin Shaver, Business Manager, Kelley Rice, Chief of Communications, and Deborah Connerty, Acting Executive Director of Pupil Personnel Services

Introduction

Mayor Driscoll called the meeting to order and explained that the key discussion point this evening is the evaluation evidence that was submitted by the Superintendent. School Committee members had a week for a chance to review both the professional practice and student achievement and learning goals. Ms. Driscoll briefly talked about the goals.

Discussion of the evaluation evidence submitted by the Superintendent

Superintendent Ruiz referred to two documents submitted to each member: One document is her memo with the student learning and professional practice goals and evidence. The other document submitted is the evidence divided by the four standards/as related to the four standards on the state rubric for Superintendents. Superintendent Ruiz talked about the great deal of work done on student learning and professional practice goals.

Discussion on Student Learning Goals

Members shared thoughts, asked questions, and shared feedback. Mayor Driscoll wondered how to address both the High School redesign they are working on while ensuring they are not waiting for that to happen in order to assist students now. Superintendent Ruiz responded she had an initial meeting with all the principals and a data meeting with each principal individually. They went through the data with someone who is familiar with the assessments and that they have the systems by which they check on the data and intervention options.

Superintendent Ruiz said they would come back and brief the School Committee on specific plans that are being placed to intervene, specifically in Math and Science. In response to Ms. Campbell's request, Ms. Ruiz said they would also come back with information of historical data.

Members discussed the categories in the evaluation rubric.

Ms. Ruiz reported on the newly established structures and supports, overall work done in the district, and highlighted other accomplishments.

Members discussed the possibility for evaluation surveys at the completion of the New Leadership Institute/the New Teacher Institute and Professional Development (PD) or student performance tracking.

Ms. Manning requested a job description of the Director of the College and Career Center versus the Director of Guidance job description.

Conclusion

Members agreed that Superintendent Ruiz would gather the information requested by School Committee members and share it, via email, with them for review. School Committee members would each carefully review the Superintendent responses, fill out the Superintendent evaluation form, and submit their feedback, concerns, or questions to the Vice Chair by November 28, 2018. The Vice Chair would put together a summary of the findings and have a dialogue about it at the next School Committee meeting on Monday, December 3, 2018.

Adjournment

There being no further business to come before the Committee of the Whole (COW) School Committee meeting members motioned to adjourn, rise and report, and seconded the motion. The motion carried. The meeting was adjourned.

Respectfully submitted by:

Angelica Alayon, Secretary
Salem School Committee

Meeting Materials

SY2017-18 Superintendent Evaluation Goal Outcomes Memo
Superintendent's 2017-2018 Performance Evaluation Highlights by DESE Standards I - IV
Salem Public Schools Salem High School Director of Guidance 9-12 Job Description
Salem High School Director of the College and Career Readiness Center Job Description