

Salem School Committee
Meeting Minutes
Monday, November 4, 2019

A regular meeting of the Salem School Committee was held on Monday, November 4, 2019 at 7:00 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

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

Members Absent: None

Others Present: Kathleen Smith, Interim Superintendent, Kate Carbone, Assistant Superintendent, Jill Conrad, Chief of Systems Strategy, Kristin Shaver, Business Manager, and Jillian Flynn, Student Representative

Call of Meeting to Order

Mayor Driscoll called the regular meeting of the Salem School Committee to order at 7:00 p.m.

Consent Agenda

- a. Minutes of the Regular School Committee meeting held October 21, 2019
- b. Approval of Warrants: 10/24/19 in the amount of \$430,623.60, 10/31/19 in the amount of \$591,473.88, 11/7/19 in the amount of \$308,093.71

Mr. Fleming motioned to approve the Consent agenda. Ms. Wilson seconded the motion. The motion carried.

Approval of the Agenda

Mr. Fleming motioned to approve the agenda. Ms. Wilson seconded the motion. The motion carried.

Public Comment #1: Questions and Comments from the Audience

Jamie Navins, SHS Math Teacher, 14 Andrew Street, shared concerns on the lack of instructional time at Salem High School and details of teacher block schedules. Ms. Navins shared her concerns on the loss of learning due to an all-school assembly fundraiser event that was held during instructional time. Ms. Navins expressed that these types of events should not be scheduled during instructional time as it causes loss of learning time. Ms. Navins urged the School Committee to please consider communicating them into the assembly during school days, given the limited amount of learning time that students have.

Superintendent's Report

Update on the 2020-21 Principal Hiring Process for Bentley and Salem High School

Superintendent Smith talked about a prepared timeline for the recruitment and hiring process of the Bentley Principal position and the Salem High School Principal position in the district. Superintendent Smith reported that an Innovation Planning Committee is underway to develop an innovation plan for the school. Should the teachers adopt the final plan, it would be forwarded to the School Committee for their review and approval later this year. The principal position for the Bentley school will be posted later this year, and a screening team of stakeholders will be formed. Superintendent Smith reported they would like to identify a consultant to lead the district through the Salem High School Principal search process to allow engagement of all stakeholders.

Other Presentations and Reports

Student School Committee Representative Report

Ms. Jillian Flynn, Student Representative and Senior at Salem High School, provided updates on the Student Advisory Council. Ms. Flynn announced that their meetings are open to anyone and encouraged 9-12 grade students in the district to take part at their meetings. The next meeting is scheduled for Wednesday, November 7, 2019 from 5-7pm at the Collins Middle School, in Room 130. Ms. Flynn shared a brief summary of some of the things that is happening at the high school.

Annual Innovation School Evaluations and Update on Salem's Innovation Schools: Carlton Innovation School and New Liberty Innovation School

Bethann Jellison, Principal of the Carlton Innovation School, and Jennifer Winsor, Principal of New Liberty Innovation School presented their annual school evaluations and provided an update on each innovation school. Key areas of focus consisted of curriculum, budget, school schedule and calendars, staffing, professional development, and school district policies.

Superintendent's 120-Day Entry in the Salem Public Schools Report

Superintendent Smith informed the School Committee that she updated her entry day from 90 to 120 after re-reviewing the actual amount of days. Superintendent Smith talked about her 120-Day entry in the Salem Public Schools and presented on five areas of focus: Understand Salem Culture and Values, Strengthen School Committee Admin Relations, Build Relationships With Schools and Community, Clarify Administrative Roles and Functions, and Improve Critical Systems, Processes, and Functions.

Action Items: Old Business

Update on the Superintendent Search Committee Meeting on 10/24/19 and Proposed Overview of the Search Process from the UMass Collins Center

Dr. John R. Brackett and Dr. Edward Gotgart, Search Screening Committee Consultants, Collins Center for Public Management, University of Massachusetts (UMass) Boston Collins Center, provided an update on the Superintendent Search Committee meeting held on October 24, 2019 and screening process. Draft copy of the calendar handouts were passed to School Committee members.

Final Response on the Open Meeting Law Complaints Submitted by Scott Andrade

Mr. Fleming motioned to approve the response letter from School Committee Council Colby Brunt to the Open Meeting Law complaints from Scott Andrade. Mr. Cruz seconded the motion. The motion carried.

Action Items: New Business

Discussion on the Year to Date Personnel Report

Alicia Palmer, Director of Human Capital at Salem Public Schools, highlighted some of the changes that have been made on the year-to-date Personnel report.

Discussion on the Superintendent's Recommendation to Close School on March 3, 2020 for the Presidential Primary (Does not Include Saltonstall)

Members agreed to include the Superintendent's recommendation to close school on March 3, 2020 for the Presidential Primary (not including Saltonstall) in the scheduled January 6, 2020 School Committee meeting agenda.

Deliberation and Vote on the Request From North East Burn Basketball Skills and Drills for the Use and Fee Waiver of the Bates Elementary School Gym for Salem Kids on Thursday Nights

Mr. Fleming motioned to refer the request from North East Burn Basketball Skills and Drills to use, and have fees waived, the Bates Elementary School gym for Salem Kids on Thursday nights to the Buildings and Grounds Subcommittee for further review and discussion. Ms. Manning seconded the motion. The motion carried.

Policy Subcommittee

Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on the Revisions to the Following Policies:

- 5201 Organization of Instruction
- 5201.01 Instructional Materials
- 5203 Academic Program
- 5212.01 Equal Educational Access and Opportunity
- 5214 Waiver of Graduation Course Requirements
- 5215 Student Records

Mr. Fleming motioned to approve the First Reading of the recommendation of the Policy Subcommittee on the revisions to the policies as listed on the agenda. Ms. Nuncio seconded the motion. The motion carried.

Finance Report - None

Subcommittee Reports

Ms. Nuncio reported the discussions of the Policy Subcommittee meeting held Friday November 1, 2019.

School Committee Concerns and Resolutions - None

Public Comment #2: Questions and Comments from the Audience - None

Adjournment

There being no further business to come before the School Committee this evening, Mr. Fleming motioned to adjourn the regular School Committee meeting. Ms. Campbell seconded the motion. The meeting was adjourned at 9:19pm.

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Meeting Materials and Reports

School Committee Consent Agenda November 4, 2019

Minutes of the October 21, 2019 Regular School Committee Meeting

Carlton Innovation School Update 2019-2020 Presentation

New Liberty Innovation School Update Presentation

Report on the Interim Superintendent's 120-Day Entry Into the Salem Public Schools Presentation

Innovation Schools Annual Evaluation for School Year 2018-2019

Update on Salem's Innovation Schools and Annual Innovation School Evaluations

Report on the Interim Superintendent's 120-Day Entry in the Salem Public Schools

Response to Mr. Scott Andrade's Open Meeting Law Complaint

Open Meeting Law Complaint Process

SY19/20 Personnel Data Report July 1, 2019 – September 30, 2019

SY19/20 Personnel Report – Summary July 1, 2019 – September 30, 2019

Use and Fee Waiver Request, From North East Burn Basketball Skills and Drills, of the Bates Elementary School Gym for Salem Kids on Thursday Nights

Policies