

Salem School Committee
Meeting Minutes
Monday, December 17, 2018

A regular meeting of the Salem School Committee was held on Monday, December 17, 2018 at 7:06 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, and Mayor Kimberley Driscoll

Members Absent: Amanda Campbell

Others Present: Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Jill Conrad, Chief of Systems Strategy, Kristin Shaver, Business Manager, and Kelley Rice, Chief of Communications

Call of Meeting to Order

Mayor Driscoll called the regular meeting of the Salem School Committee to order at 7:06 p.m.

Amended Consent Agenda

- Minutes of the School Committee meeting held December 3, 2018
- Minutes of the Committee of the Whole meeting held December 10, 2018
- Approval of Warrants: 12/6/18 in the amount of \$486,755.29, 12/13/18 in the amount of \$268,016.62, 12/20/18 in the amount of \$361,170.63
- Deliberation and Vote on the Carlton Innovation School 5th grade field trip request to Athol, MA in two separate groups from February 25-27, 2019 and February 27-March 1, 2019
- Deliberation and Vote on the Salem High School's Science Team out-of-state field trip request to the University of Connecticut Science Bowl on March 2, 2019 from 5am to 6:30pm

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

Approval of the Agenda

Mr. Fleming moved to approve the Agenda as presented. Ms. Manning seconded the motion. The motion carried.

Public Comment #1: Questions and comments from the audience

There were no public questions or comments from the audience.

Presentation and Reports

Superintendent's Report – Margarita Ruiz

Superintendent Ruiz thanked the Salem Education Foundation, on behalf of all Salem Teachers and School Leaders, for their generosity. Ms. Ruiz explained that the Salem Education Foundation funded 22 grant requests this year; grant amounts that ranged from \$100 to \$3,000. Grants totaled over \$18,000. Salem Education Foundation funded a wide range of teacher-based initiatives in the Salem district. Superintendent Ruiz announced they will be hosting the Kindergarten Expo night on Tuesday, January 15, from 6:30-8:00pm. Parent Information staff and additional personnel will be there to assist and answer any questions. The public is invited. Superintendent Ruiz wished everyone a wonderful winter break, which starts on Friday, December 21st, 2018 to resume on Wednesday, January 2, 2019. The Carlton School's winter break begins a day earlier, December 20, 2018.

Other Reports

Pillar 1 Create a Vibrant K-12 Learning Ecosystem

Superintendent Ruiz shared the revised December 14, 2018 draft evaluation goals for the 2018-2019 school year.

Presentation of Draft Superintendent Evaluation Goals for SY2018-19

Mayor Driscoll explained there were two Committee of the Whole (COW) meetings to discuss the Superintendent's new evaluation goals for school year 2018-19. This is the time of year when School Committee members evaluate the Superintendent goals and meet with the Superintendent to identify a set of joint goals moving forward in the current year. The system is a regulator outline, through the state's Department of Elementary and Secondary Education, which helps provide guidance for how districts should work together to achieve these goals. Mayor Driscoll continued they have a Student Learning goal, a Professional Practice goal, and a District Improvement goal - 3 headings that school districts are required to work under. Ms. Driscoll continued to explain the goals and evaluation process.

Update on the Dual Language Exploration in Salem Public Schools (SPS)

Superintendent Ruiz recalled that the School Committee had discussions and strong desire to see Dual Language opportunities in Salem. Rebecca Westlake, Director of English Language Learners (ELL), spoke on the collaboration they are hoping to have with the Lynn Public Schools and English as a Second Language (ESL) teachers on exploring pathways for Dual Language in Salem. Ms. Westlake gave a brief update on the Dual Language task force and the LOOK Act Bill that was passed on November 2017 and presented a couple of weeks ago. Ms. Westlake talked about some of the effective dual language programs they are targeting or have identified, the internal task force staff, and Salem Public Schools' application for a Bilingual grant from the Department of Elementary and Secondary Education.

Action Items: Old Business

Deliberation and Vote on the Third Reading of the Revisions to School Committee Policies in the 4000s series focusing on Personnel:

- 4101 Staff Conflict of Interest
- 4102 Drug Free Workplace
- 4102.01 Off the Job Drug and Alcohol Use and Activity
- 4103 Staff Health and Safety
- 4103.01 HIV
- 4103.02 Communicable Diseases
- 4104 Worker's Compensation Insurance
- 4106 Nondiscrimination and Equal Employment Opportunity
- 4106.01 Racial Discrimination – recommended for deletion
- 4107 Personnel Records
- 4109.01 Small Necessities Leave
- 4112 Employee Arrest
- 4113 Staff Participation in Political Activities
- 4114 Staff Participation in Community Activities
- 4115 Resignation of Employees – recommended for deletion
- 4202 Certification Requirements for Professional Staff
- 4206 Visiting Days, Educational Conferences and Professional Workshops
- 4207 Non-School Employment by Professional Staff Members
- 4208 Suspension, Demotion and Dismissal of Professional Staff Members

Ms. Manning motioned to approve the third reading of the revisions to School Committee policies in the 4000s series focusing on Personnel. Ms. Wilson seconded the motion. The motion carried.

Action Items: New Business

Deliberation and Vote on the Acceptance of the Superintendent's Evaluation Goals for the 2018-19 School Year

Discussion

Mr. Fleming commented that after a third revision, the School Committee now have attainable and measureable draft goals, on almost all of the categories, which was his focus throughout.

Mr. Fleming motioned to approve the Superintendent's draft goals with the understanding that the School Committee would have the specific language revisions to come/pending final adjustments be presented at a later meeting. Ms. Nuncio seconded the motion. The motion carried.

Finance Report

Mr. Fleming reported that the Finance Subcommittee members had discussion on custodial staffing issue and is pleased to inform they are funding four positions and will be hiring which is in the process today. Mr. Fleming continued that they also discussed Capital Planning and monies that will be dedicated to the current budget to the facilities assessment report survey, which they will continue to discuss.

Subcommittee Reports

Mr. Fleming reported that the Buildings and Grounds Subcommittee met on the morning of December 11, 2018 and discussed the Polish Language School's request, on November 19, 2018, to retroactively waive the unpaid fees of \$2,590.00 for the use of the Carlton Innovation School for the 2017-18 school year. Mr. Fleming informed School Committee members that the Buildings and Grounds Subcommittee agreed to approve the fee waiver request.

Mr. Fleming motioned to have this placed as an Action Item on the next agenda for the School Committee meeting on January 2019. Mr. Cruz seconded the motion. The motion to have this added as a deliberation and vote at the next School Committee meeting carried.

School Committee Concerns and Resolutions

Mayor Driscoll talked of inquiry for upcoming hire initiatives. Superintendent Ruiz responded they are working on a timeline for that.

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 entertained the motion to adjourn. Mr. Cruz seconded the motion. The meeting was adjourned.

Respectfully submitted by:

Angelica Alayon, Secretary
Salem School Committee

Meeting Materials and Reports

School Committee Amended Consent Agenda December 17, 2018
Minutes of the December 3, 2018 Regular School Committee meeting
Minutes of the December 10, 2018 Committee of the Whole (COW) meeting
District Readiness for Dual Language Continuum (1 page document)
Superintendent Draft Evaluation Goals SY 2018- 2019
Presentation on Dual Language Update from the EL and Bilingual Education Department
School Committee Policies (4000s) Revisions
Policies in the 4000s series focusing on Personnel