

Salem School Committee
Meeting Minutes
Tuesday, January 22, 2019

A regular meeting of the Salem School Committee was held on Tuesday, January 22, 2019 at 7:04 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, and Kelley Rice, Chief of Communications

Call of Meeting to Order

Ms. Manning called the regular meeting of the Salem School Committee to order at 7:04 p.m.

Amended Consent Agenda

- Minutes of the School Committee meeting held January 7, 2019
- Minutes of the Annual School Committee Budget Planning Retreat held January 12, 2019
- Approval of Warrants: 1/7/19 in the amount of \$355,600.65, 1/24/19 in the amount of \$299,002.40

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

Approval of the Agenda

Mr. Cruz moved to approve the Agenda as presented. Ms. Nuncio seconded the motion. The motion carried.

Public Comment #1: Questions and comments from the audience

Andrea French, 7 Cleveland Road, invited everyone to upcoming Special Education Advisory workshops on January 23, 2019 at 6pm at the Bates Elementary School Library. They have Safety-Care For Families workshop. Ms. Andrea briefly shared information about the workshop. They are hosting the Federation for Children with Special Needs Intro to Transition Planning Process workshop on February 11, 2019 at the Salem High School Library. This workshop is for families with students between 14 to 22 years of age, who are preparing to move beyond school services and onto the next part of their lives. The workshops are always free and open to the public. They will have translation services and childcare. Safety-Care is posted on Facebook, backpack notices were sent to homes, and the Intro to the Transition Planning Process workshop information will soon be available.

John Blum, 49 Clark Street, Physical Education (PE) Teacher at Bates Elementary School, shared his perspective on the climate and culture of the Bates Elementary School.

Joanna Drumm, 132 Sylvan Street, Danvers, MA, in her 16th year as a therapeutic support teacher, also shared her viewpoints, as Mr. Robinson, on the climate and culture of the Bates Elementary School. Ms. Drumm spoke on behalf of her and many other staff members at the Bates School in response to concerns that were highlighted at the last School Committee meeting, held on Monday, January 7, 2019. Ms. Drumm read a few statements/comments aloud that were made on that meeting and responded to them as a Bates School staff member.

Presentation and Reports

Superintendent's Report – Margarita Ruiz

Superintendent Ruiz thanked the Buildings and Grounds Director, every custodian dedicated team member, and the Director of Transportation for their work to ensure clean sidewalks and school areas and transportation facilitation in preparation for school opening. Ms. Ruiz announced that Salem High School teacher, Mr. Omar Longus was awarded an INSPIRE Fellowship from the Department of Education, explained the meaning of this award, and the work of Mr. Longus as an English Language Learners (ELL) teacher at Salem High School. Superintendent Ruiz continued to share other announcements on student achievements. Ms. Ruiz said she met

with many families last week at the Kindergarten Info and Expo night where 167 families picked up their registration packet, attended the information sessions, and spoke with school leaders. Ms. Ruiz continued that they have received positive feedback about the session.

Ms. Ruiz reminded families that Kindergarten tour week for all Salem schools would be held from February 4 through February 8, 2019. Ms. Ruiz encouraged families of incoming Kindergarteners who are interested to visit Salem schools and be further informed. School personnel would be ready to help and provide families with a tour of the schools. Superintendent Ruiz announced that the district's new web app is now available for free download on iTunes and Google Play. The name of the application is PSD which stands for Public School District and is available through iTunes, Google Play, and the District's website. Superintendent Ruiz provided the School Committee with an update on the surveys regarding the Salem High School start time and the calendar for Salem Public Schools.

Members asked questions, shared feedback, and engaged in discussion regarding the school calendar.

Other Reports

Update on the Hiring Process for the Executive Director of Pupil Personnel Services

Superintendent Ruiz referred everyone to the Executive Director of Pupil Personnel Services draft timeline page in their packets. Ms. Ruiz explained they would be posting the job description/vacancy this evening, after the meeting, should the School Committee vote to approve this process. Superintendent Ruiz informed that they have secured the services of the College Center, as part of UMASS, to help with the facilitation of the recruitment for the Executive Director of Pupil Personnel Services position. Ms. Ruiz walked members through the timeline.

Process for Reporting on Former Bowditch Students' Success in Their New Schools

Superintendent Ruiz updated the School Committee on the academic progress of former Bowditch students' and how well they have adjusted throughout this school year. Ms. Ruiz explained the process they followed to seek feedback from students and families and plans to conduct interviews in February 2019.

Members shared feedback, asked questions, and engaged in discussion.

Update on the Key Initiatives in the Mass Ideas Grant to Support High School Redesign

Ms. Barbara Crock, Redesign Coach of Salem High School, shared information about the Mass Ideas Grant recently awarded to Salem High School. The purpose of the grant is to help support their redesign efforts, specifically focusing around the increase of student voice empowerment, expansion of personalized learning opportunities, creation of college and career pathways, and high expectations for all students as outlined in the district strategic plan under Pillar 2: Reimagining the High School Experience. The funding from this grant will go very far in helping to support the learning of the staff so that they, as adults, can reimagine the high school experience. They can think about it in ways that were perhaps not thought of before and offer exciting new and innovative opportunities for students. The duration of the grant was awarded on January 15, 2019 and runs through April 30, 2020. The award is for \$150,000 as a planning grant. There are opportunities for further applications after this. They are eligible to apply for further installment. Ms. Crock talked about the grant requirements, school culture, funds to extend new partners, and additional information.

Dr. Emily Flores, Academic Dean at Salem High School, talked about participation with other communities through convenings. Dr. Flores explained that two convenings are related to whole group discussions around the work of redesigns in each of the high schools and the goals they each set for themselves. The other five convenings are site visits. The dates are set for November. Dr. Flores continued to share further details.

Discussion

Members asked questions. Ms. Manning shared that she hopes they would consider and include some planning for transitional issues between middle and high school, when they do this year's planning as it is an area that is certainly in need of more. Dr. Flores responded that she had communicated earlier today with Mr. Matt Condon and Michael Lister from both the Saltonstall and Collins Middle Schools about doing a collaborative transition night to work with their 8th grade students, and the student can be hosted at the high school in March. Dr. Flores said she asked Mr. Condon and Mr. Lister to join them in welcoming the students at the high school, on that day, to facilitate the transition process. Mayor Driscoll talked about a measurable success data on the metrics of high school graduates by

following up on what they are doing now, for those who have matriculated and are moving on and those who have matriculated but may still be in the process of deciding what they would like to do. Ms. Nuncio commented on the numbers of sophomore students at the high school and their experiences. Further discussion ensued.

Action Items: Old Business - None

Action Items: New Business

Deliberation and Vote on the Hiring Process for the Executive Director of Pupil Personnel Services

Mr. Cruz motioned to approve the Deliberation and Vote on the Hiring Process for the Executive Director of Pupil Personnel Services. Ms. Wilson seconded the motion. The motion carried.

Finance Report

FY19 Year to Date Budget Quarterly Report

Ms. Shaver gave a brief update of the FY19 Year to Date Quarterly Budget report.

Mr. Cruz moved to approve the FY19 Year to Date Budget Quarterly report. Ms. Manning seconded the motion. The motion was approved.

Budget Transfer

Account Description/Use	Account Number	Amount From	Amount To
The Horace Mann Laboratory School requests the following transfer to allow for the purchase of additional Chromebooks, stipends to allow teachers to conduct home visits for first grade and additional instructional supplies:			
Contract Services	13570621-5320	\$16,000.00	
Textbooks	13570621-5511	4,928.28	
Personnel – Stipends	13570620-5150		\$3,000.00
Instructional Supplies	13570621-5514		17,928.28

Ms. Manning moved to approve the FY19-9 Budget Transfer. Mr. Cruz seconded the motion. The motion was approved.

Subcommittee Reports

Ms. Campbell reported that the Curriculum Subcommittee met on January 14, 2019 to begin the review of the high school's Program of Study. They have an additional meeting scheduled for January 28, 2019 to continue to review it before making a recommendation to the School Committee. Ms. Campbell shared details of their review and further information.

Ms. Wilson reported that the Personnel Subcommittee met today to finalize the plans to increase substitute pay. They agreed to raise the substitute pay from \$75 to \$120 for the extended day schools, which are Collins Middle School and Saltonstall School. Ms. Wilson continued they hope to have one substitute in each building. Ms. Shaver explained how this would affect the budget. Members asked questions.

School Committee Concerns and Resolutions - None

Public Comment #2: Questions and Comments From the Audience

Christine Ross, 33 Pleasant Street, talked about the school surveys and shared suggestions.

Adjournment

There being no further business to come before the School Committee this evening. Ms. Campbell entertained the motion to adjourn. Ms. Wilson 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 January 22, 2019

Minutes of the January 7, 2019 School Committee Meeting

Minutes of the January 12, 2019 Annual School Committee Budget Planning Retreat

Executive Director of Pupil Personnel Services Timeline Draft

Salem Public Schools – Survey on School Schedule and Calendar

Mass IDEAS Planning Grant

December 2018 – FY19 Year to Date Quarterly Budget Report

FY19-9 Budget Transfer Request