

Salem School Committee  
Meeting Minutes  
Monday, February 4, 2019

A regular meeting of the Salem School Committee was held on Monday, February 4, 2019 at 7:07 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:** 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 7:07 p.m.

**Consent Agenda**

- Minutes of the School Committee meeting held January 22, 2019
- Approval of Warrants: 1/31/19 in the amount of \$601,372.80, 2/7/19 in the amount of \$149,826.68

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

**Approval of the Agenda**

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

**Public Comment #1: Questions and comments from the audience**

There were no questions or comments from the audience

**Presentation and Reports**

**Superintendent's Report – Margarita Ruiz**

Superintendent Ruiz congratulated Kelly Cronin, Special Education Teacher and project leader for the Farm-To-School Institute at Witchcraft Heights Elementary School. Ms. Cronin was awarded the Teacher Champion award for 2018 and 2019 from Project Bread, in partnership with Blue Cross Blue Shield of Massachusetts and the American Federation of Teachers. Ms. Cronin will receive a \$500 stipend, as part of this award, for personal use and \$1,000 to invest in the school's institution program at Witchcraft Heights. Superintendent Ruiz continued that Ms. Cronin will lend her expertise for leadership recognition, address hunger in the classroom, speak at Project Bread events, appear in a Congress solutions video and be featured in media to raise awareness on child hunger and community solutions.

Superintendent Ruiz announced that the Saltonstall School would be hosting a free book discussion with best selling author Julie Morgenstern on Wednesday, February 13, 2019 from 7-8pm. Ms. Morgenstern is the author of the new '*Time to Parent: Organizing Your Life to Bring Out the Best in Your Child and You*' book. Ms. Ruiz shared that the author interviewed several parents of students at the Saltonstall School as part of her research for this book and will have a discussion about her book at the free book discussion on that evening. Superintendent Ruiz invited all parents of the Salem community to join Ms. Morgenstern next Wednesday at the free book discussion.

Superintendent Ruiz announced that Salem Public Schools, in partnership with Lynn Public Schools, received a \$300,000.00 grant from the Department of Education for both districts to begin research on dual-language programs and to provide their teachers with professional development to implement Spanish/English Dual

Language program, beginning with Kindergarten grade level for the 2020-2021 school year. Superintendent Ruiz continued that the goal would be to grow the program to Grade 1 in subsequent years. Ms. Ruiz said this would be a great opportunity to work with Lynn Public Schools. They will have the opportunity to partner with the Lynch School of Education at Boston College to provide coursework for in-service teachers through this grant. They will have opportunities to provide pre-service teachers with time for observation and practical experiences. A group of their teachers would receive the mandated specialized training and earn their Bilingual Instruction certification. The fund allows both Salem and Lynn districts to run the dual language task force, recruit potential teachers, select resources, develop curricula, establish procedures within the program, and partner with the Lynn neighboring district.

Superintendent Ruiz announced that the online survey link, regarding the school vacation and calendar, is now available on the school district's homepage. The link will also be shared through social media. Schools and partners are also encouraged to share it. They will have kiosks available at upcoming events, to allow parents to complete the survey, such as the 4<sup>th</sup> grade city concert and family nights, at larger school-based events during the month of February. Ms. Ruiz continued that they would have hardcopies of the survey available at Salem schools for families who do not have online access. Letters will be sent out to staff and families tomorrow to ensure they have access, and respond, to the survey. The survey is available in 5 languages: English, Spanish, Portuguese, Albanian, and Arabic. The School Committee would be provided with an update after all responses are gathered.

### **Other Reports**

#### **Update on the 2019-20 Salem High School Program of Studies**

Ms. Jennifer DeStefano, Principal of Salem High School, introduced Dr. Emily Flores, Academic Dean at Salem High School, Mr. David Contreras, College and Career Center, Ms. Rachael Kozlowski, Social Studies Teacher, Mr. Graeme Marcoux, Science Teacher, and Mr. Craig Massey, Social Studies Teacher. Ms. DeStefano presented the draft of the program of studies for the Salem high school 2019-2020 school year. Salem High School team leaders presented changes and remissions to the program of studies at Salem High School, as part of the work with the redesign. Members of the team leaders talked about the process and lens of the work, the College and Career Pathways Initiative program as well as the review of the proposed new course additions, the few modifications, and a number of course deletions to the program of studies. Programs are reviewed annually and deleted programs can be reintroduced/added as needed; the program of studies is adaptable and changeable to meet the needs of the students and their schools. The team members talked about the next steps: curricula development, teacher support, summer design workshops, the work to enlist community partnerships, and resource budgeting needs.

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

**Action Items: Old Business** - None

**Action Items: New Business**

#### **Deliberation and Vote on the 2019-20 Program of Studies at Salem High School**

Mr. Fleming motioned to approve the presented draft program of studies at Salem High School. Ms. Wilson seconded the motion. The motion carried.

#### **Deliberation and Vote to Approve the Submission of a Statement of Interest (SOI) to the MSBA (Massachusetts School Building Authority) for the Replacement of the Boilers at the 25 Memorial Street Building, Housing Both BACS and the ECC**

#### **Discussion**

Ms. Shaver updated School Committee members on the reason for the Statement of Interest (SOI), its purpose and process. Members asked questions and engaged in discussion. Mayor Driscoll read the specific vote language (that they would be voting on) aloud:

## **SCHOOL COMMITTEE VOTE:**

“Resolved: Having convened in an open meeting on February 4, 2019, prior to the SOI submission closing date, the School Committee of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 15, 2019 for the Bentley School located at 25 Memorial Drive, Salem, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Replacement of the boiler system to increase energy conservation and decrease energy related costs in a school facility

And, hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City to filing an application for funding with the Massachusetts School Building Authority.”

Mr. Fleming motioned to approve the submission of a Statement of Interest for the MSBA Core Building program for the Bentley School. Ms. Manning seconded the motion. The Motion carried. The Salem School Committee unanimously approved the submission of a Statement of Interest (SOI) to the MSBA (Massachusetts School Building Authority) for the replacement of the boilers at the 25 Memorial Street building, housing both BACS and the ECC. The motion carried.

## **Finance Report**

### **Budget Transfers**

The Saltonstall Elementary School requests the following transfer to allow for the purchase of additional instructional supplies through the end of the school year:

<b>Account Description/Use</b>	<b>Account Number</b>	<b>Amount From</b>	<b>Amount To</b>
Contract Services	13570721-5860	\$700.00	
Instructional Supplies	13570721-5514		\$700.00

Mr. Fleming moved to approve the FY19-10 budget transfer. Ms. Wilson seconded the motion. The motion was approved.

The Bates Elementary School requests the following transfer to allow for additional teacher professional development and the purchase of additional instructional supplies through the end of the school year:

<b>Account Description/Use</b>	<b>Account Number</b>	<b>Amount From</b>	<b>Amount To</b>
Stipends	13570220-5150	\$5,000.00	
Contract Services	13570221-5320		\$3,000.00
Instructional Supplies	13570221-5514		\$2,000.00

Mr. Fleming moved to approve the FY-19-11 budget transfer. Mr. Cruz seconded the motion. The motion was approved.

## **Subcommittee Reports - None**

### **School Committee Concerns and Resolutions**

Ms. Manning acknowledged the good work of the 8<sup>th</sup> grade Collins Middle School team, who received rave reviews by the Massachusetts Association of School Superintendents at their midwinter conference panel discussion on the use of technology. Mr. Fleming inquired about a previous conversation regarding an increase to substitute pay and if that was approved. Mayor Driscoll confirmed that it was.

**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. Ms. Campbell seconded the motion. The meeting was adjourned.

Respectfully submitted by:

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Angelica Alayon, Secretary to the  
Salem School Committee

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Kimberley Driscoll, Mayor  
Salem School Committee Chair

**Meeting Materials and Reports**

School Committee Consent Agenda February 4, 2019

Minutes of the January 22, 2019 School Committee meeting

2019-20 Salem High School (SHS) Program of Studies

Required Form of Vote to Submit A Statement of Interest (SOI) to MSBA for replacement of boilers at 25 Memorial Street Building

Massachusetts School Building Authority Next Steps to Finalize Submission of FY2019 Statement of Interest

Budget Transfers