

Salem School Committee
Meeting Minutes
Tuesday, September 3, 2019

A regular meeting of the Salem School Committee was held on Tuesday, September 3, 2019 at 7:01 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, Ms. Amanda Campbell, and Mayor Kimberley Driscoll

Members Absent: Manny Cruz

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

Call of Meeting to Order

Mayor Driscoll called the regular meeting of the Salem School Committee to order at 7:01 p.m.

Consent Agenda

- a. Minutes of the Regular School Committee meeting held August 19, 2019
- b. Approval of Warrant: 8/15/19 in the amount of \$1,306,545.20, 9/5/19 in the amount of \$522,030.87

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 with the addition that 'Other Subcommittee Reports' section should be listed under section VIII of the agenda. Ms. Manning seconded the motion. The motion carried.

Public Comment #1: Questions and Comments From the Audience

Erika Rowley, 11 Savoy Road, shared the need for improved communication at Salem schools and on behalf of Salem parents, students, and teachers thanked Dr. James Flynn for his years of service to the community, strong relationship he had with students and graduates, accessibility, responsiveness, enthusiasm, and collaborative problem-solving skills. Ms. Conklin also thanked Dr. Flynn for his knowledge and caring, staying late to attend sporting and music events, and being a dedicated member of the Salem School community.

Stephen C. Kapantais Jr., 23 Wisteria Street, talked of the Open Meeting Law rights, the need for more transparency, and availability to discuss open meeting complaints in an open session, and an open and transparent process to create a collaborative effort that includes students, teachers, parents, residents, school administrators, and the Salem School community. Mr. Kapantais suggested all matters concerning all reports be released in order to follow a more transparent process. Mr. Kapantais asked the School Committee to demonstrate their support in promoting an open and transparent process that includes the entire School Committee and vote against going into an executive session, make sure the public has all information on all complaints, and then bring it back to an open forum.

Mayor Driscoll clarified that this evening's agenda has a regular open session regarding the School Committee's response to open the meeting law complaints; there are two items on the agenda: 1 responds in open session and a request to go into Executive Session.

Superintendent's Report – Kathleen Smith

Superintendent Smith shared that she had the opportunity to meet Dr. James Flynn in an exit interview and was disappointed to lose someone that has been part of, and was educated in, the district. Superintendent Smith said she would work to ensure she honors the services, especially with members who have been with the district for so long, have been involved with parents, students, extracurricular activities – all the things that make up somebody that was so special to the district. Superintendent Smith talked about the Hooray for K! event she attended on August 24, 2019, held at the Salem Public Library with librarian Laura Brosnan, Head of Youth Services. Superintendent Smith thanked the community providers that were there to meet the families and talk about the services they provide to Kindergarteners. Superintendent Smith shared she was pleased to see the Mayor standing at the bus stop, waiting

to take a bus ride with parents. Superintendent Smith indicated that Kindergarten would start on September 9, 2019, for most of the schools, and a few others have already started. Superintendent Smith thanked the Salem Public Library. Superintendent Smith provided an update on available positions at Salem High School, shared a personal observation on a recent trip, and said she thought a large sign, similar to that of a campaign elections sign) in front of the School Administration building would be a great idea for a way to advertise and a way for people, from the community, to be informed.

Recognitions

Superintendent Smith presented, Kelly Cronin, Grade 4 Special Education Teacher at Witchcraft Heights Elementary School, with an award on behalf of the School Committee and Deborah Jeffers, Director of Food and Nutrition services program, from Project Bread. Ms. Cronin was given a Teacher Champion award for fighting hunger. Superintendent Smith talked about some of the work that Ms. Cronin has done. Superintendent Smith and Mayor Driscoll congratulated Ms. Cronin for all her efforts. Ms. Cronin shared a few words with everyone and briefly talked of the importance of good nutrition for all students.

Teaching and Learning – Convocation, Preparation of Buildings and Schools, Update on the Bates Elementary School Afterschool Program

Superintendent Smith talked about the convocation 2019 to welcome Salem Public School teachers last Tuesday, August 27, 2019, reported that tomorrow is the first day of school and announced that she would be riding a bus. Superintendent Smith said she was amazed at the cleanliness in the buildings and the ‘Welcome Back’ decorated walls the teachers made. Superintendent Smith asked Ryan Monks, Director of Buildings and Grounds, to share an update on the preparation of facilities or any possible upgrades for the start of the school year. Mr. Monks talked about the work that was done over the summer. Superintendent Smith thanked Mr. Monks and all of the custodians for their hours and preparation for the start of the school year. Mayor Driscoll echoed Superintendent Smith’s words and said they appreciate, and are grateful for, the work of the buildings and grounds custodial services. Mr. Fleming, Chair of Buildings and Grounds Subcommittee, said it is a pleasure to work with Mr. Monks for the last year and thanked him for a great first year.

Superintendent Smith provided an update on the Bates Elementary School’s Afterschool program. Superintendent Smith talked about a meeting she attended at the Bates School, last Wednesday evening, August 28, 2019 to address the 21st Century grant programming and Wraparound, who is overseen by For Kids Only (FKO). Superintendent Smith talked of the suggestions by families for family planning after care support services, what their interests are, invited Ms. Emily Ullman to share an update. Ms. Ullman confirmed that there will be an afterschool services program at the Bates Elementary School and shared further details.

Superintendent to speak at City Council meeting on October 10, 2019

Superintendent Smith reported that she would be attending a City Council meeting on October 10, 2019 to talk about some of the communications she would like to see this year. They will be working with all school departments to talk about successes and challenges, strategic plan, facility issues, instructional technology, and where they are with the 1-1 devices. Superintendent Smith invited the School Committee to join her on October 10, 2019.

Superintendent Smith reported that they are in the process of planning future School Committee meeting topics and will have a plan to report on the students who were reassigned from the Bowditch School. The information would be gathered together and provided soon. Ms. Campbell indicated that access to the 2019 Access data for English Language Learner would also be helpful.

Action Items: Old Business

Deliberation and Vote on the fee waiver requests by the League of Women Voters for the use of Salem Public School facilities to hold candidate forums for the upcoming biennial elections. Proposed dates, times and locations:

- 1) Ward 3 Monday, September 9, 2019, 7:00 – 8:30pm, Salem High School, Wednesday, September 11, 2019, 6:30 – 8:30pm, School Committee Chambers (co-sponsored by the Salem Education Foundation)
- 2) Ward 4 Thursday, October 17, 2019, 7:00 – 8:30pm, Witchcraft Heights Elementary School, and Wednesday, October 23, 2019, 6:30 – 8:30pm, School Committee Chambers (co-sponsored by the Salem Education Foundation)

Mr. Fleming motioned to approve the requests by the League of Women Voters for the use of Salem Public School facilities to hold candidate forums for the upcoming biennial elections on the proposed dates, times and locations with the addition of the Saltonstall School for a date to be determined and waive all fees relative to use. Ms. Campbell seconded the motion. The motion carried.

Action Items: New Business

Deliberation and Vote on the MOA between the Salem School Committee and the Salem Teachers Union – Teachers regarding a salary increase for the 2019-20 school year

Mr. Fleming motioned to approve the MOA between the Salem School Committee and the Salem Teachers Union – Teachers regarding a salary increase for the 2019-20 school year. Ms. Wilson seconded the motion. The motion carried.

Deliberation and Vote on the MOA between the Salem School Committee and the Salem Teachers Union – Paraprofessionals regarding a salary increase for the 2019-20 school year

Mr. Fleming motioned to approve the MOA between the Salem School Committee and the Salem Teachers Union – Paraprofessionals regarding a salary increase for the 2019-20 school year. Ms. Campbell seconded the motion. The motion carried.

Deliberation and vote on the July 2019 agreement between the Salem School Committee and the AFSCME Union regarding the Accounts Payable/Accounting Coordinator position

Mr. Fleming motioned to approve the July 2019 agreement between the Salem School Committee and the AFSCME Union regarding the Accounts Payable/Accounting Coordinator position. Ms. Wilson seconded the motion. The motion carried.

Statement regarding the School Committee’s Response and Resolution to Open Meeting Law complaints filed by Mr. Kapantais on May 6, May 7, May 14, and June 24, 2019

Mayor Driscoll referred the School Committee to the summary of the various complaints and responses that were filed and walked everyone through the information.

Discussion

Mr. Fleming shared there was a change in the statute regarding the response timeframe to public records request. Mr. Fleming proposed to amend the School Committee’s response to Mr. Kapantais to reflect acknowledgement that the School Committee violated the public record law and regulations relative to timely response. Ms. Manning agreed.

Mr. Fleming motioned to approve the amended School Committee’s response and resolution to Open Meeting Law complaints filed by Mr. Kapantais. Ms. Manning seconded the motion. The motion carried.

Policy Subcommittee

Deliberation and Vote on the Third Reading of the recommendation of the Policy Subcommittee on the revisions to the following policies:

- 4116 Personnel Reports
- 5100 School Census (*recommended for deletion*)
- 5111 Student Withdrawal from Schools
- 5114 Participation in Activities during Suspension or Absence
- 5116 Dismissal of Students by School Personnel
- 5416 Use of Physical Restraint

Ms. Nuncio motioned to approve the Deliberation and Vote on the Third Reading of the recommendation of the policy subcommittee on the revisions to the policies as presented. Ms. Wilson seconded the motion. The motion carried.

Mr. Fleming reported that the Buildings and Grounds Subcommittee reviewed a report submitted by Mr. Monk and the request by the League of Women Voters on candidate forums to waive the fees for the use of the facilities.

Mayor Driscoll reported on the three topics talked about at the recent Committee of the Whole (COW) meeting held August 29, 2019. Mayor Driscoll elaborated on the process and search consultant for the Superintendent Search Committee and reported a family request for waiver to allow their child to continue to attend the Salem Public School.

Mr. Fleming asked Mayor Driscoll, in reference to the Search Committee, if the School Committee as a Whole would receive a copy of all applicants for the Superintendent position, once applications are received. Mayor Driscoll responded that they would.

Subcommittee Reports continued - Motions to School Committee of the Whole (COW) Recommendations

Ms. Manning motioned to accept the School Committee of the Whole's recommendation for the Superintendent Search Committee makeup. Ms. Wilson seconded the motion. The motion carried.

Ms. Manning motioned to accept the School Committee of the Whole's recommendation to hire UMASS Collins Center to assist with the Search Committee for the Superintendent search. Ms. Wilson seconded the motion. Mr. Fleming is recorded as opposed. The motion carried.

Ms. Manning motioned to accept the School Committee of the Whole's recommendation for a Director of Communications position to accurately reflect the work that needs to be undertaken within that role. Ms. Wilson seconded the motion. The motion carried.

Mr. Fleming motioned to approve the review and request for a waiver from the Wilson family for a student attending the Collins Middle School during their temporary relocation to attend to a family member. Ms. Campbell seconded the motion. The motion carried.

School Committee Concerns and Resolutions

Mr. Fleming reiterated his concern for a report on the progress of students that were transferred from the Nathaniel Bowditch School, as soon as possible. Mayor Driscoll mentioned an upcoming meeting update, as there is a grant for the additional work the Buildings and Grounds are going to do, and the School Committee has additional funding they are going to assist with. They may also have heard about the Federal grant request by then. This may hopefully be a topic that the Committee of the Whole (COW) may talk about at their next meeting as well as budget boot camp. Members agreed that the next School Committee of the Whole (COW) meeting would take place on September 18, at 6pm. Mayor Driscoll shared that budget boot camp serves to help them better understand how the School Committee can ensure that the budget is leveraging the priorities they set as a district. This would help set the stage for the upcoming budget process. Members also agreed with Superintendent Smith to also include a topic discussion on the November MASS/MASC conference, as MASS/MASC were wondering if any School Committee member would be interested to serve on that panel.

Public Comment #2: Questions and Comments from the Audience

Stephen C. Kapantais Jr., 23 Wisteria Street, asked the School Committee who would be handling complaints going forward and informed that state law indicates it has to be the City Clerk and the Chair. Mr. Kapantais Jr. referenced other prior complaints and asked where to forward them.

Alexa Ogno, 180A Federal Street, thanked the School Committee, on behalf of the Salem Education Foundation and the League of Women Voters, for approving their use of the space for the candidate forums and fee waiver. Ms. Ogno announced that the School candidate forums would be held on Wednesday, September 11, 2019 at 6:30pm here in the School Committee Chambers of the Collins Middle School and Wednesday, October 23, 2019.

Christine Ross, 33 Pleasant Street, thanked the School Committee, on behalf of the League of Women Voters, for approving use of the space in the School Committee Chambers of the Collins Middle School this fall and fee waiver. Ms. Ross extended an invitation to everyone to follow the League of Women Voters in Salem for information on the dates and location.

Executive Session and Adjournment

There being no further business to come before the School Committee this evening. Mr. Fleming motioned to adjourn the regular School Committee meeting and move to Executive Session under Exemption #7 to comply with MGL c30A, §§ 22(f), (g) to review Executive Session Minutes from May 14, 2019, June 3, 2019, and August 19, 2019, not to reconvene in open session. Ms. Campbell seconded the motion.

School Committee Secretary Roll Call

Ms. Mary Manning	Yes
Mr. James Fleming	Yes
Ms. Kristine Wilson	Yes
Ms. Ana Nuncio	Yes
Ms. Amanda Campbell	Yes
Mayor Kimberley Driscoll	Yes

Of the 6 members voting, six voted in the affirmative. The matter carried. Members adjourned from the regular School Committee meeting at 8:26pm, not to reconvene in open session.

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Meeting Materials and Reports

School Committee Consent agenda September 3, 2019

Minutes of the August 19, 2019 School Committee meeting

Recognition letter and award

Recognition Award

Biennial Elections fee waiver/request for exemption request

Biennial Elections updated fee waiver/request for exemption request

Request for use of school facilities by Salem Education Foundation

Policies of League of Women voters of Salem in relation to candidate forums and debates for Salem municipal elections

2019 Candidate forums listing by League of Women Voters

Memorandum of Understanding (MOU) for teachers by Salem Teachers Union

Memorandum of Understanding (MOU) for paraprofessionals by Salem Teachers Union

Accounts Payable/Accounting Coordinator revised job description

Open Meeting Law complaint forms and responses

Open Meeting Law summary of outstanding OML complaints and public info requests

Policies