



# School Committee Meeting Materials

## **Regular School Committee Meeting**

**January 7, 2019**

**7:00pm**



***Ms. Mary A. Manning  
Mr. James M. Fleming  
Ms. Kristine Wilson***



***Ms. Ana Nuncio  
Mr. Manny Cruz  
Ms. Amanda Campbell***

***Mayor Kimberley Driscoll, Chair***

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and City Ordinance Sections 2-2028 through 2-2033”

January 7, 2019

**REGULAR SCHOOL COMMITTEE MEETING**

Notice is hereby given that the Salem School Committee will hold a Regular School Committee meeting on Monday, January 7, 2019 at 7:00 p.m. The meeting will be held in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

**I. Call of Meeting to Order**

**II. Revised Consent Agenda**

- a. Minutes of the Committee of the Whole meeting held December 17, 2018
- b. Minutes of the School Committee meeting held December 17, 2018
- c. Approval of Warrants: 12/27/18 in the amount of \$275,944.88, 1/3/19 in the amount of \$365,636.24, 1/10/19 in the amount of \$244,203.91
- d. Deliberation and Vote on the request by Salem High School Harvard Model Congress Team to participate in a four-day conference in Boston, MA on February 21-24, 2019, during vacation week

**III. Approval of the Agenda**

**IV. Public Comment #1: Questions and Comments from the Audience**

**V. Presentation and Reports**

**Superintendent's Report**

**Other Reports:**

Update on the Principal and PPS Hiring Processes

2018-19 Enrollment Update

Enrollment Targets for 2019-20 Kindergarten Registration and Student Assignment

**VI. Action Items: Old Business**

- a. Deliberation and Vote on the Acceptance of the request by the Polish Language School to retroactively waive the unpaid fees for the use of the Carlton Innovation School for the 2017-18 school year –tabled from 11/19/18

**VII. Action Items: New Business**

**VIII. Finance Report**

**IX. Subcommittee Reports**

**X. School Committee Concerns and Resolutions**

**XI. Public Comment #2: Questions and Comments from the Audience**

**XII. Adjournment**

Respectfully submitted by:

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Angelica Alayon, Secretary to the  
Salem School Committee



Salem School Committee  
Committee of the Whole Meeting Minutes  
Monday, December 17, 2018

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Monday, December 17, 2018 at 6:00 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, and Mayor Kimberley Driscoll

**Members Absent:** Ms. Amanda Campbell

**Others Present:** Margarita Ruiz, Superintendent, Jill Conrad, Chief of Systems Strategy

**Superintendent Evaluation Goals for 2018-19**

Superintendent Ruiz began the meeting informing School Committee members there were no changes to the Professional Practice goals. Ms. Ruiz walked School Committee members through the draft goals beginning with the District Improvement goals. Superintendent Ruiz mentioned they are doing a review of the libraries and steps to implement recommendations.

**Discussion on Professional Practice Goals**

Members discussed the rating of Professional Practice goals other than working with an outside professional for monitoring a 360-degree staff feedback, a discussion from the previous School Committee of the Whole (COW) meeting, to help build a strong and better culture team in the district, in terms of their leadership and teachers. Members engaged in discussion on measurable.

Members and Superintendent Ruiz agreed to include some of the challenges and add wording that talks about the report to include the following:

“As a result of this process, a report would be provided to the School Committee based on the challenges and opportunities and action steps taken to address the findings of the report.”

**Discussion on Teacher-Student Relationships and Student Belonging**

Members discussed the teacher-Student relationship percentage goal and talked of an appropriate attainable measurable goal percentage and increased student involvement. Members engaged in discussion on the Pillars.

Members agreed with Mr. Cruz’s motion to amend the 2<sup>nd</sup> piece of Pillar 4, Teacher-Student Relationships, to 50% favorable and leave the Student Belonging percentage at 40% which is more complex yet still an attainable measurable level.

Superintendent Ruiz would revise the wording “...will increase both measures by 4%” and replace with the agreed target percentages.

**Discussion on Measurements of Chronic Absenteeism at the High School**

Members talked about the goal percentage for 2019 and agreed that measurements should be verbally expressed using statements such as "...make significant progress", "meet state targets", and "...met state targets" language, for example, as opposed to number percentages.

Members agreed that Superintendent Ruiz would fine tune wording to introduce communicative measurement language to say, "Meet or Exceed State Targets for Salem Public Schools." Superintendent Ruiz would work on the revisions this week and send School Committee members an email of those revisions to allow sufficient time for review over the Christmas break. Members can send Superintendent Ruiz an email with any questions.

**Adjournment**

There being no further business to come before the Committee of the Whole (COW) School Committee meeting Mr. Cruz motioned to rise and report. Ms. Nuncio seconded the motion. The motion carried.

Respectfully submitted by:

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Angelica Alayon, Secretary  
Salem School Committee

**Meeting Materials**

School Committee of the Whole (COW) Meeting Agenda 12/17/18

Superintendent Evaluation Goals SY2018-19 Draft Memo Revised 12/10/18





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 5<sup>th</sup> 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 21<sup>st</sup>, 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:

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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



# Memorandum

**To:** Ms. Margarita Ruiz, Superintendent of Schools  
**CC:** file  
**From:** Jennifer De Stefano, Salem High Principal   
**Date:** December 17, 2018  
**Re:** Harvard Model Congress 2019

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This is to recommend the Salem High School Harvard Model Team be given permission to participate in a four-day conference in Boston, MA. This trip will take place during vacation week; February 21 to February 24, 2019; the trip will give students the opportunity to participate in this conference. Advisors/Chaperones, Andrew Bub and Amy Selvaggio are both Salem High School teachers.

The group will stay at the Sheraton Boston Hotel. Cost of the trip is \$334.00 per student. They will travel by LBK Transportation and the driver will have a CORI. A list of students attending and the itinerary are enclosed. The students are planning several fundraisers to defray the cost.

This needs to be brought before the School Committee for approval so that additional planning can be completed. Thank you for your attention to this matter.

Please call me if you have any questions or concerns.

Attachments

# Field Trip Request Form - Salem Public Schools

Last Updated June 7, 2017

**Directions:** All teachers and others seeking to take students on a field trip must obtain permission from the school principal. The school nurse must also review and sign off on each field trip. For local trips, please complete this form at least two weeks prior to the date of the proposed field trip. All overnight and/or out-of-state field trips require School Committee approval and must be submitted at least one month prior to the field trip.

I. General Information				
Name of School	Salem High School	Date of Request	12/6/18	Date of Field Trip 2/21/19
Coordinator	Amy Selvaggio & Andrew Bob			
Coordinator Contact Info	Phone: 978-777-3560 Email: aselvaggio@salemk12.org	Total Number of Students	24	Departure Time: 10:00 am 2/21 Return Time: 2:00 pm 2/24
Grade Level(s)	9-12			
Destination <small>Please identify that place AND the specific location and address for the trip.</small>	Harvard Model Congress Boston Conference Maraton Boston Hotel 39 Dalton St	<b>Location and Duration</b> <input type="checkbox"/> Local trip within Salem/North Shore <input checked="" type="checkbox"/> In-state - within MA <input type="checkbox"/> Out of state - travel to another state <input type="checkbox"/> Within the normal school day <input type="checkbox"/> Beyond normal school hours <input checked="" type="checkbox"/> Overnight trip		

II. Learning and Accessibility	
<b>Instructional Alignment</b> <input type="checkbox"/> Alignment: The trip is aligned to standards <input type="checkbox"/> Preparation Plan: Students will be prepared for trip <input type="checkbox"/> Post-Trip Plan: Students will synthesize learning <u>Comments:</u>	<b>Accessibility and Inclusion for All Students</b> <input checked="" type="checkbox"/> I understand district policy that all students have access to field trips <input checked="" type="checkbox"/> I will ensure that all students (e.g., students with disabilities, English language learners, etc.) have the appropriate supports they need for trip <u>Comments:</u>


III. School Nurse Review and Approval (School Nurse Signature Required)		
Has the school nurse been notified of this field trip?	Has the roster of students been shared and any medical concerns reviewed?	Will an on-site nurse be needed for this field trip?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
School Nurse Signature: <i>R. Smith RN</i>		Date: 12/14/18

IV. Food Services		
Has the school's cafeteria manager been notified of this field trip?	Will the students be eating lunch at the school on the date(s) of the trip?	Are you requesting any bag lunches or other food for this trip?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No How many? _____
<u>Comments:</u> over Feb. Break		

V. Transportation (Please fax all SPS bus transportation requests to 978-825-5542)		
What is the means of transportation you will need for this trip?	<input type="checkbox"/> SPS Bus (local destinations only) <input checked="" type="checkbox"/> Private vendor (you arrange on own) <input type="checkbox"/> Specialized transportation needed	<input type="checkbox"/> Public transportation <input type="checkbox"/> Walking <input type="checkbox"/> Other: _____
If SPS Bus needed, please specify the following information:	Pick Up Time: 10:00 am 2/21/19 Pick Up Location: SHS	Return Time: 2:00 2/24 Return Location: SHS

VI. Parent Involvement & Background Checks (Call 978-740-1115 with questions)		
Will any parents or volunteers be participating in this trip?	Will any have "direct and unmonitored contact" with students?	CORT required for ALL parents & volunteers (please submit forms 1-2 weeks ahead). Fingerprints required for those who will have direct & unmonitored contact with students
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

VI. Principal Review and Approval (Required for ALL Field Trips)	
School Principal Signature: <i>[Signature]</i>	Date: _____

Field Trip Title	Harvard Model Congress, Boston Conference		
Field Trip Location	Sheraton Boston Hotel, 39 Dalton Street Boston, MA 02199		
Teacher's Name and Class	Ms. Selvaggio & Mr. Bobb; HMC (club)		
Date of Trip	Thursday February 21, 2019	Departure Time	10:00 am Thu
	Sunday February 24, 2019	Return Time	2:00 pm Sun
Administrator's Approval			Date of Approval

**Student Completes Below**

I agree to make up all missed work as a result of this field trip/activity.

(Student Name)	(Student Signature)
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**Parent Completes Below**

I give my son/daughter permission to attend and/or participate in this field trip/activity.

(Parent/Guardian Print)	(Parent/Guardian Signature)
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Teacher signature below indicates teacher is aware of student attendance at field trip

Red Day	White Day
A Block	E Block
Teacher's signature	Teacher's signature
B Block	F Block
Teacher's signature	Teacher's signature
C Block	G Block
Teacher's signature	Teacher's signature
D Block	H Block
Teacher's signature	Teacher's signature

**Salem High School  
Harvard Model Congress  
Memo**

**To:** Jennifer DeStefano, Principal, Salem High School; Margarita Ruiz, Superintendent, Salem Public Schools; Members of the Salem School Committee

**From:** Andrew Bub and Amy Selvaggio, co-advisors of Harvard Model Congress at Salem High School

**Date:** December 14, 2019

**Topic:** Attending the Harvard Model Congress Conference at the Boston Sheraton Hotel, February 21- February 24, 2019

Participating in Harvard Model Congress (HMC) over February vacation has been an honored tradition at Salem High School for over two decades. Run by a staff of Harvard undergraduates and overseen by prestigious faculty members, HMC is the largest simulation of U.S. Government, attracting high school students from across the nation and around the world including students from Venezuela, United Arab Emirates, and Israel. In recent years, Harvard has expanded this immersive experience to include conferences in San Francisco, CA; Dubai, United Arab Emirates; São Paulo, Brazil; Hong Kong, SAR; and Madrid, Spain. HMC is a living lesson in civics with students assigned the role of an actual senator or congressman/woman, or participating in Special Programs such as the West Wing, Cabinet, FBI, G-20, and Supreme Court to name a few.

Students are expected to maximize their experience at HMC by thoroughly researching their assigned role and preparing short speeches, and policy proposals prior to the conference. Students become experts on the handpicked issues and briefings for their committee, and must confront the unique challenge of defending positions that they may not agree with personally. At the conference, engaging in open debates, caucuses, trials, press conferences, and testimonies, students are able to better appreciate the purpose and role of the political process. A committed staff of Harvard students strives to facilitate a supportive and educational learning environment that focuses on student participation. First and foremost a teaching institution, HMC dedicates itself to providing an enjoyable and instructive atmosphere in which to develop a commitment to and interest in American government and civic engagement.

This year, HMC will take place Thursday February 21 through Sunday February 24, 2019. Most students have been busy fundraising to help cover the cost of the trip (\$115.00 Harvard Delegate Fee, \$367.00 for the hotel, plus spending money for food) as the costs have continued to increase each year. Additionally, Harvard has selected several of our students as recipients of full scholarships.

As the co-advisors of Harvard Model Congress, we are asking that the students be allowed to attend the HMC conference over February break. The relationships and lessons our students are exposed to on this trip are invaluable.

Thank you for your time and consideration.





# TADEUSZ KOSCIUSZKO POLISH LANGUAGE SCHOOL

28 St. Peter Street  
Salem, MA



November 2, 2018.

Esteemed Members of the School Committee,

We are writing to request fee waiver on the use of Carlton Innovative School facility at 10 Skerry street in Salem, MA for the 2017-2018 School Year due to financial difficulties and inability to pay.

We are over 25 years old small nonprofit community Polish Language School that originally started in Lynn, MA. Our mission is to teach Polish language, culture, history, and traditions to children and youth ages 3 to 18, as well as adults, and to foster bilingualism to the minorities on the North Shore. We have had around 50 students off and on.

Our school moved into the former Polish Catholic School building at 28 St. Peter street in Salem, MA in 2005 and occupied it for a modest fee until the building was shut down by the Archdiocese in the fall of 2016.

We were very excited at the opportunity to start classes at Carlton in Salem for the 2017-2018 School Year and we had high hopes of raising enough money to be able to cover the costs, but unfortunately we have failed. Our numbers have dwindled, we were not able to find any adequate outside financial support, and were forced to look for an alternative more affordable location.

We are requesting to please consider retroactively waiving the unpaid room fees of \$70 per day for the 2017-2018 School Year as we are unable to cover that cost.

Sincerely,

Elzbieta Pitman  
School Vice Principal

Ewa Pawlik  
School Principal

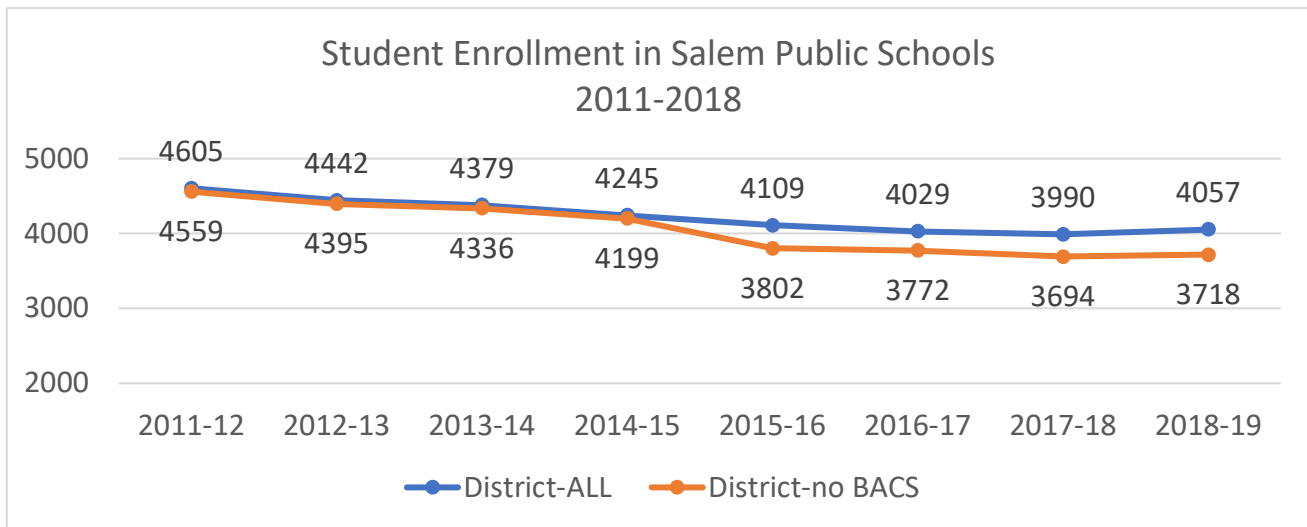


# 2018-19 Student Enrollment Report<sup>1</sup>

## 1/4/19

### Total Student Enrollment in the Salem Public Schools, 2011 through 2018

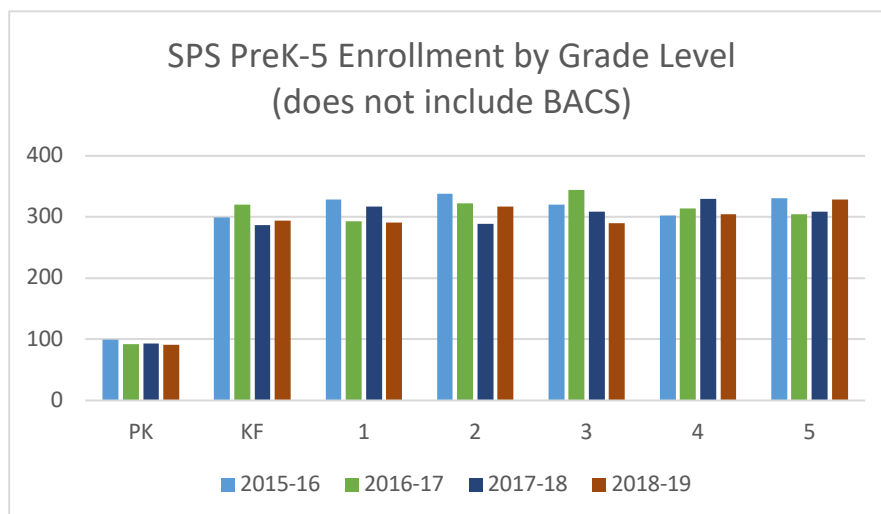
- A total number of 4,057 students are enrolled in one of Salem's 11 public schools for the 2018-19 school year (this number includes the 339 students enrolled at BACS, which is a Horace Mann Charter School)
  - Enrollment is 3718 for this year, not including BACS



- After seeing overall declines in enrollment for the past several years, this year, we are seeing a slight increase of 67 students (43 at BACS and 24 in other district schools)

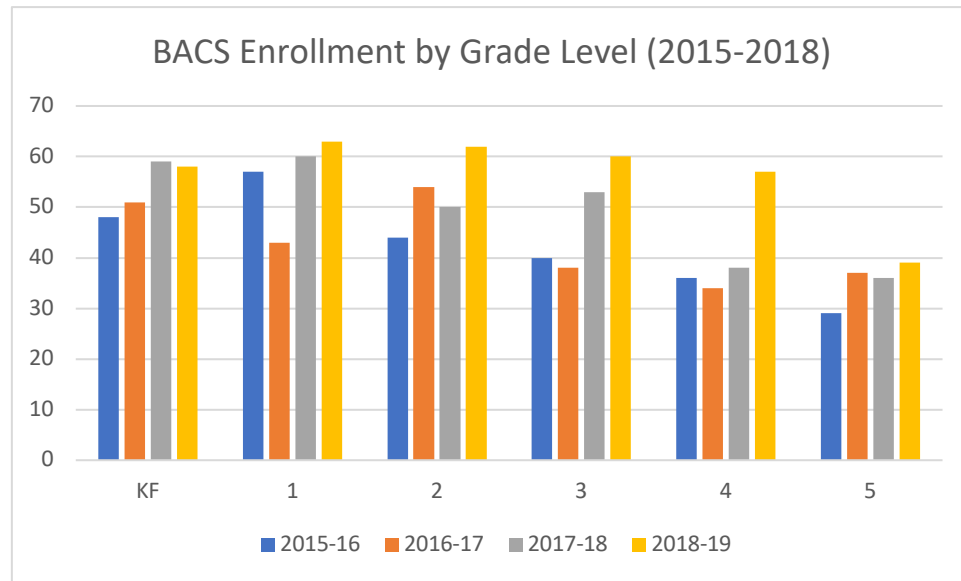
### Total Enrollment by Grade Level

- SPS enrollment in Grades K-5 has remained fairly flat over the past four years, with some minor year-to-year fluctuations

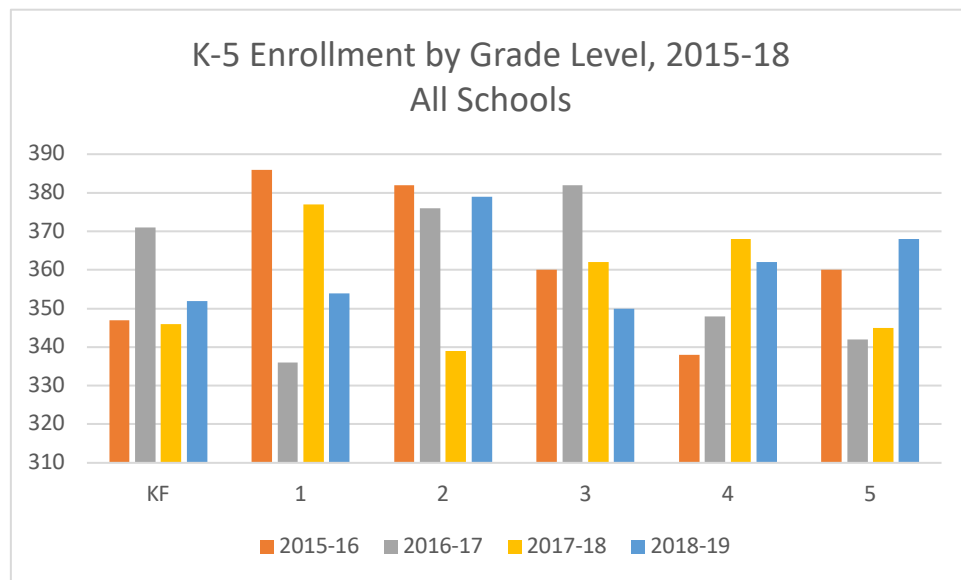


<sup>1</sup> All data are based on the 2018-19 October 1<sup>st</sup> SIMS report to the Department of Elementary and Secondary Education

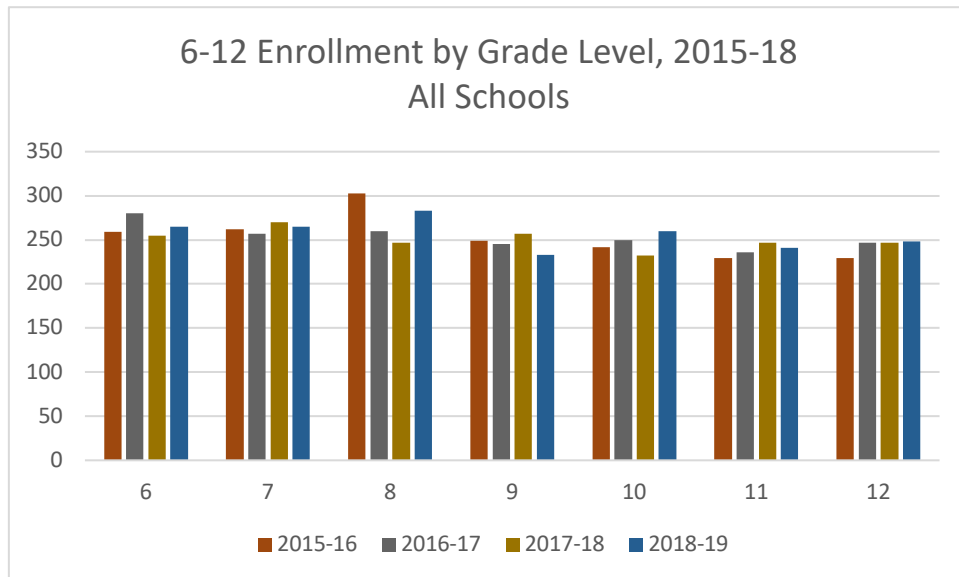
- K-5 enrollment at BACS has seen a steady increase at each grade level, over the last four years



- When the enrollment of both SPS and BACS are combined, we see increased retention of student enrollment in grades four and five, in recent years

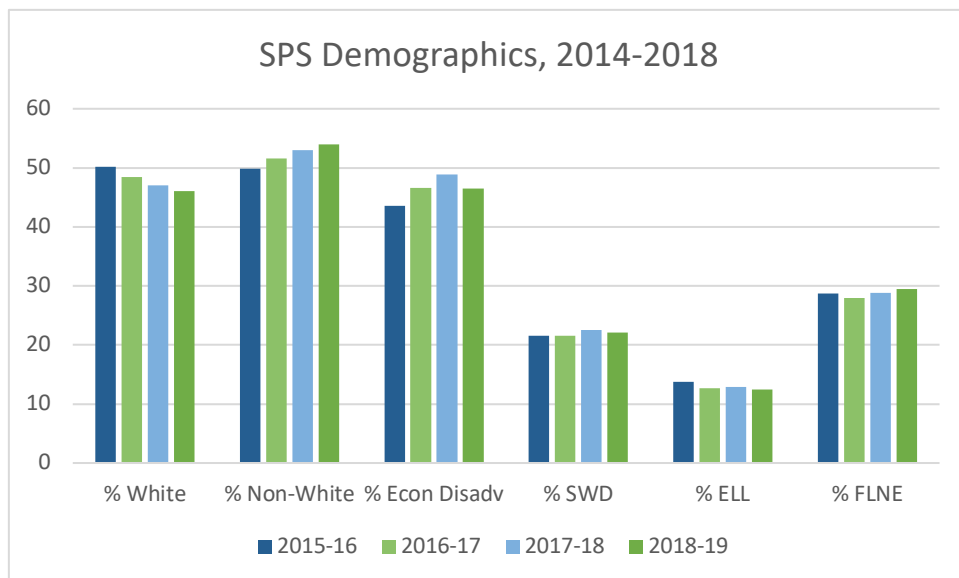


- In grades 6-12, we have seen a slight uptick in middle school enrollment in recent years.
- 9<sup>th</sup> grade enrollment continues to decline, however, it appears that we are retaining more students in high school in grades 10, 11, and 12.



### District-Level Demographics

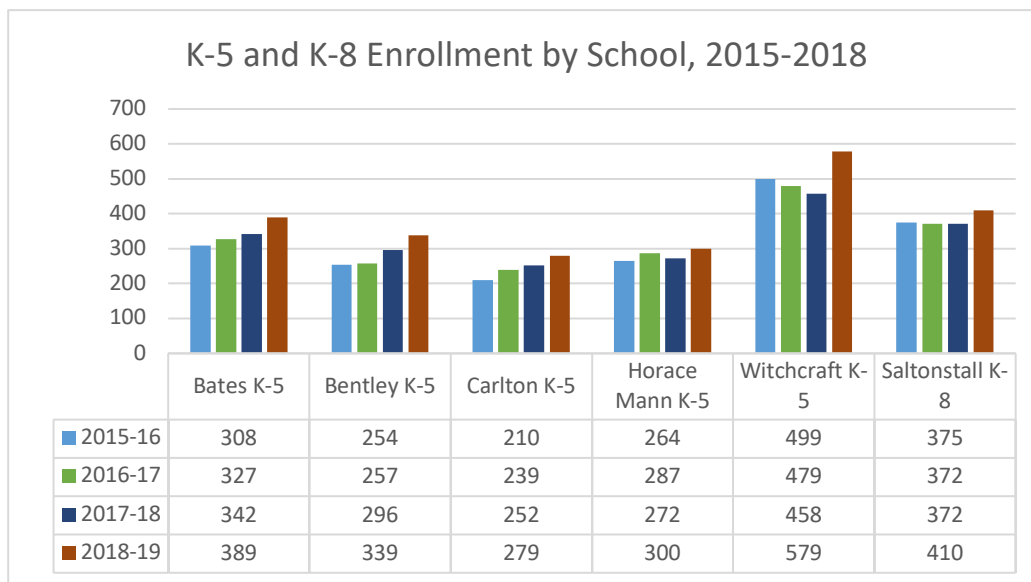
- Following recent trends, the district continued to see a slight increase in its non-white population as well as those whose first language is not English.
- There was a slight decrease in the population of students who were identified as economically disadvantaged, students with disabilities, and English Language Learners.



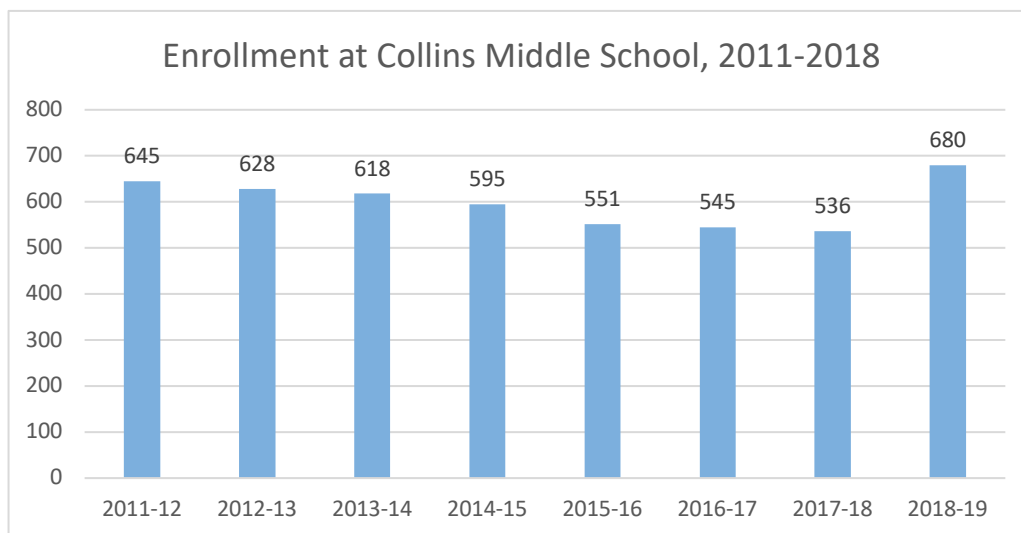
	2015-16	2016-17	2017-18	2018-19
% White	50.2	48.4	47	46
% Non-White	49.8	51.6	53	54
% Econ Disadv	43.6	46.6	48.9	46.5
% SWD	21.5	21.5	22.5	22.1
% ELL	13.7	12.7	12.9	12.4
% FLNE	28.7	27.9	28.8	29.5

## Total Enrollment by School

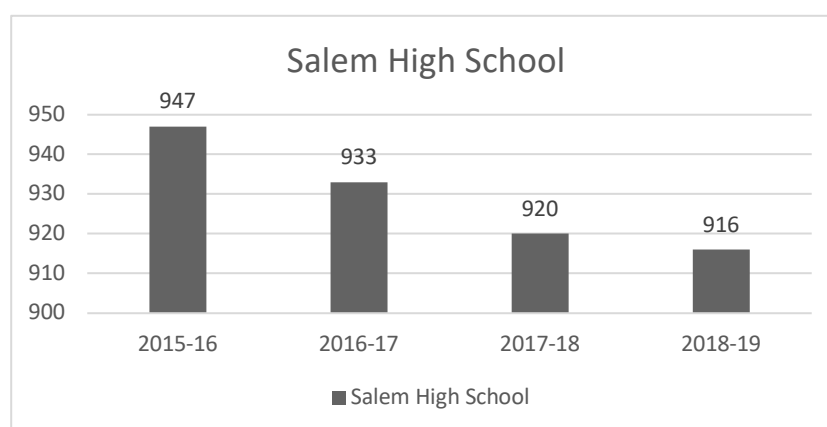
- Elementary and K-8 Schools



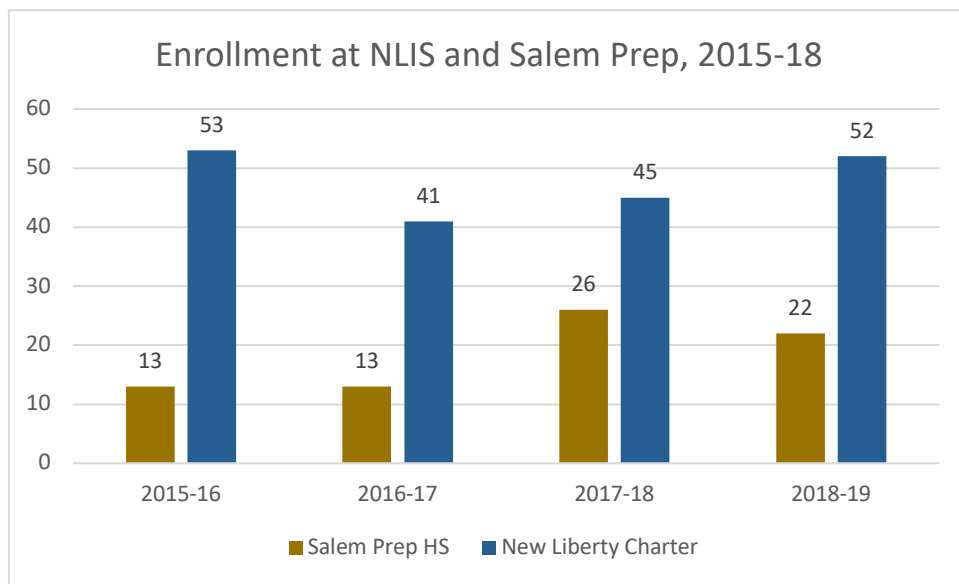
- Collins MS



- Salem High School

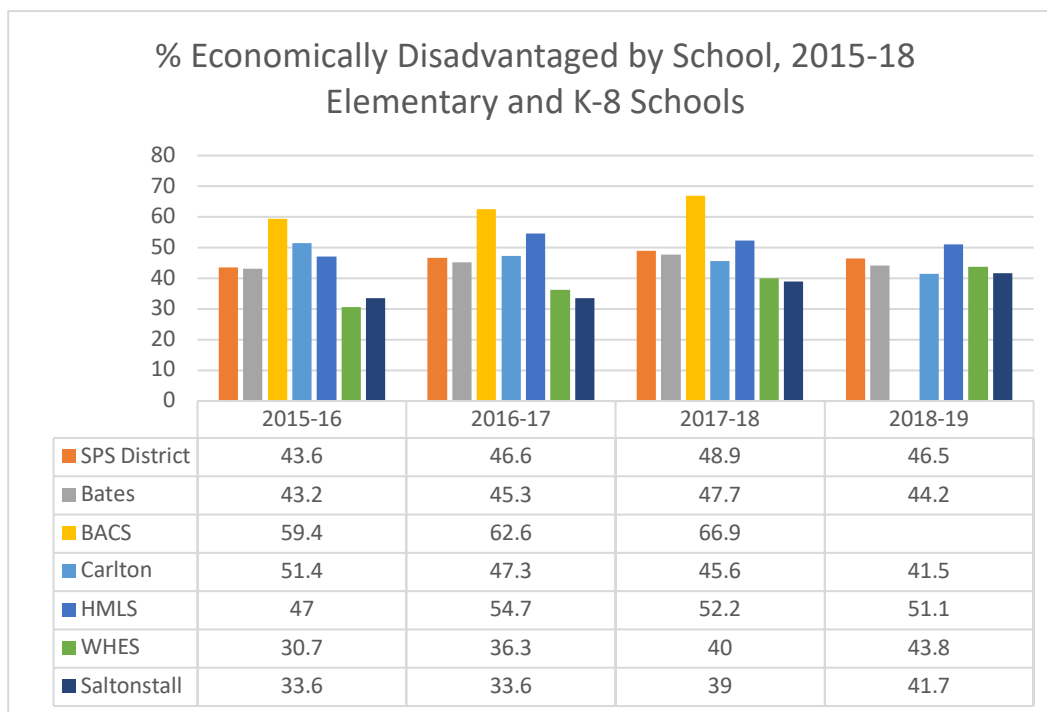


- Other High Schools



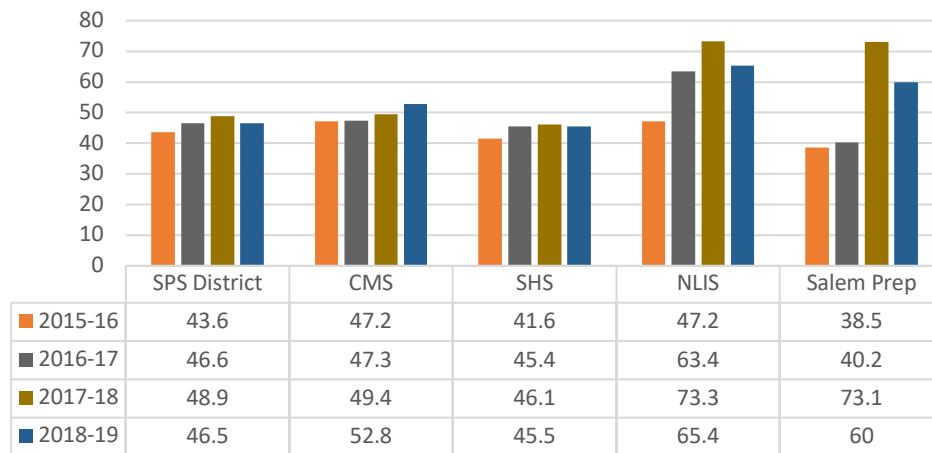
## Demographics by School

### % Economically Disadvantaged



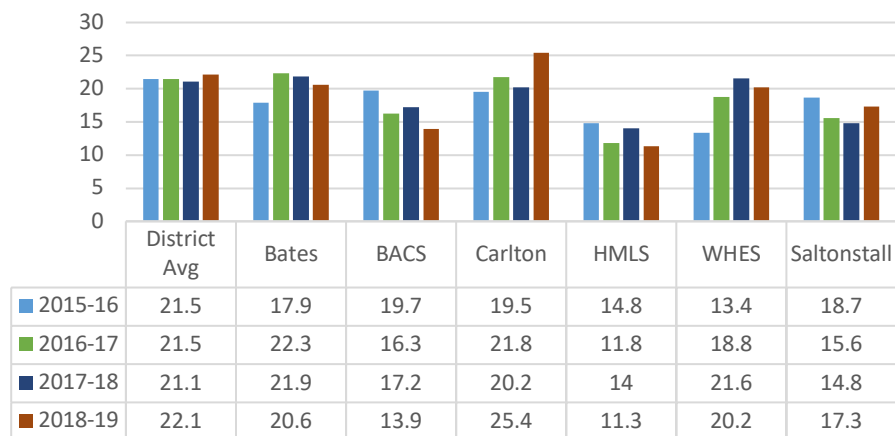


### % Economically Disadvantaged by School, 2015-18 Middle and High Schools

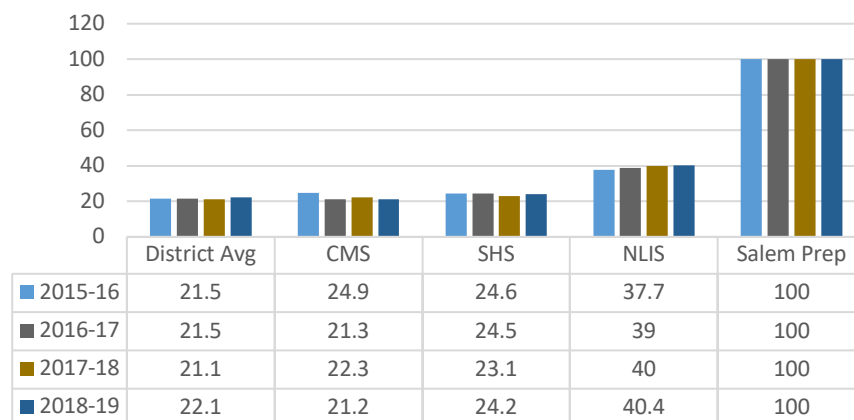


### % Students with Disabilities (SWD) by School

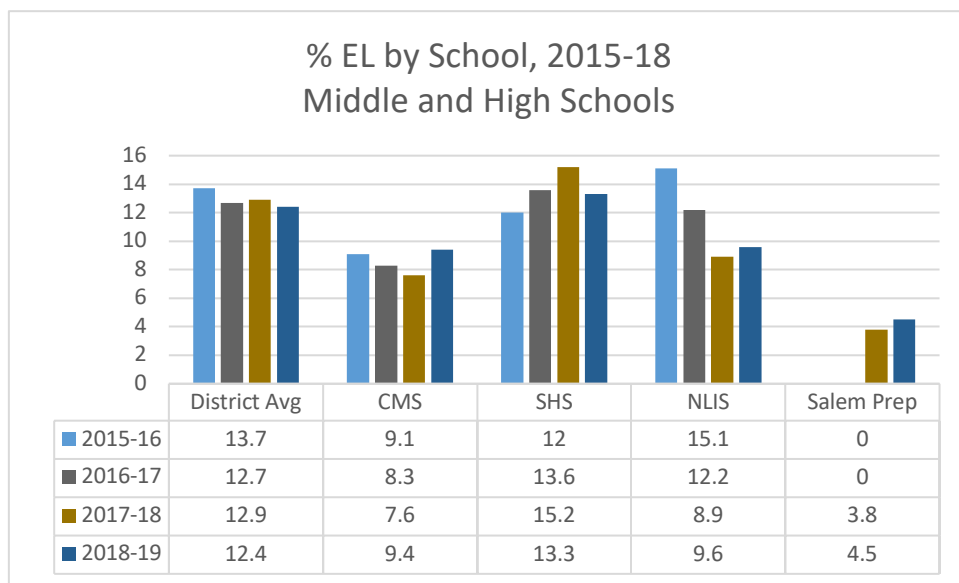
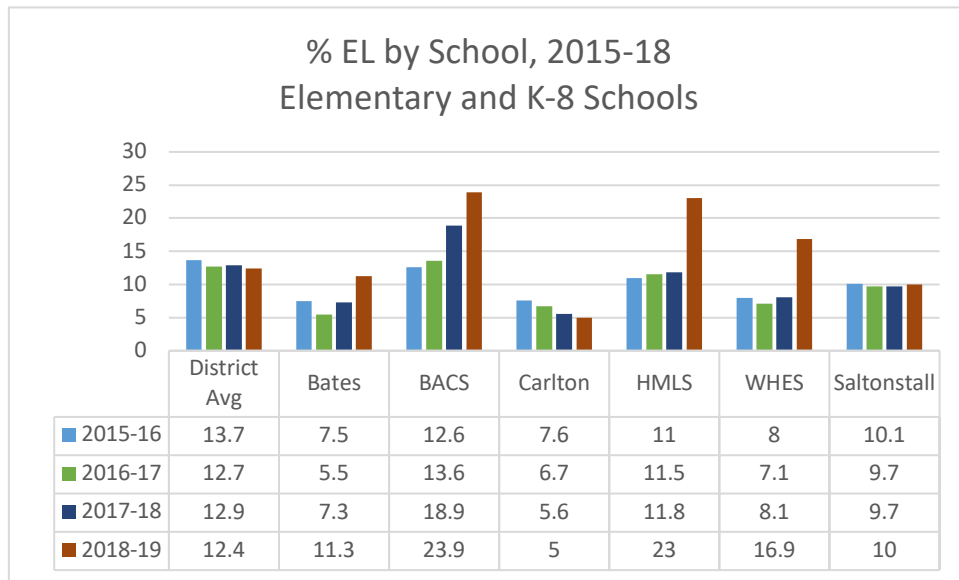
#### % SWD by School, 2015-18 Elementary and K-8 Schools



#### % SWD by School, 2015-18 Middle and High Schools



## % EL by School





# 2019-20 Enrollment Targets for Student Assignment

## January 4, 2019

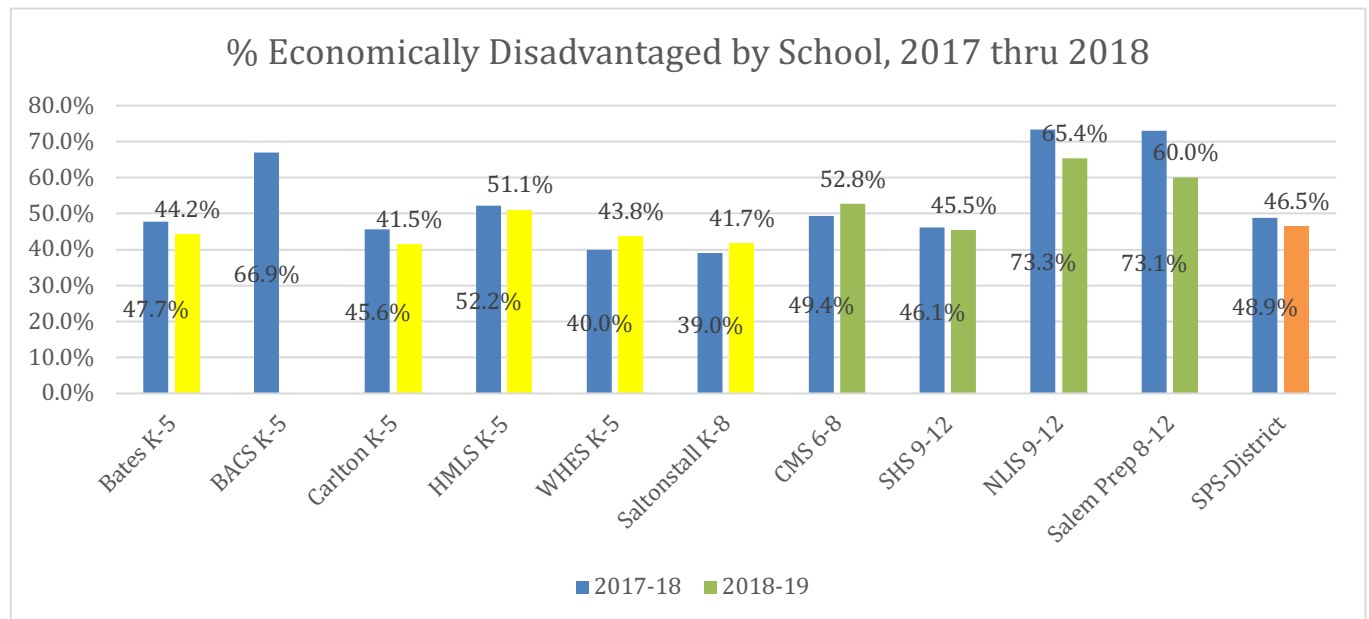
### Overview

Following the district's recently student assignment policy (SC Policy #5103),<sup>1</sup> the Superintendent is charged with setting annual enrollment targets for each individual school. The goal of these annual, school-based enrollment targets is to increase the equitable distribution of students of different backgrounds across the district and to ensure that students who face multiple barriers to success in education are not concentrated within one or more schools. The overall goal is to have all schools enrolling a percentage of students who are economically disadvantaged that is within five percentage points (5%) of the district average.

The targets to be set are to be based on the most recently published percentage of Economically Disadvantaged students, as determined by the state, and include two categories of students, low income and non-low income. Each school's enrollment targets will be used to assign entering Kindergarten students as well as all those applying to enter all other grade levels, at all points throughout the year.

### Percentage of Economically Disadvantaged Students by School, 2018-19

According to the policy, the annual school enrollment targets are to be based on the most recent state determination of the percentage of economically disadvantaged students within a school. The graph below depicts the percentage of economically disadvantaged students enrolled within each school and the district as a whole, as of October 1, 2018, as determined by the state<sup>2</sup>. The schools with the 2018-19 bars colored in yellow are those where all student assignment is governed by the district's student assignment policy, and therefore, must have enrollment targets. Schools with bars colored in green are excluded. The orange bar is the district-wide average.



<sup>1</sup> For full text of the policy, please visit: [https://www.salemk12.org/families/student\\_enrollment/student\\_assignment\\_policy](https://www.salemk12.org/families/student_enrollment/student_assignment_policy)

<sup>2</sup> The state determines whether or not a student is Economically Disadvantaged based on their participation in one or more of the following state-administered programs: SNAP (food stamps); TAFDC (welfare); DCF (foster care); MassHealth (Medicaid).

## School Enrollment Targets for 2019-20 Student Assignments

The school enrollment targets that will be used for all assignments during the 2019-20 school year are outlined below. Table 1 summarizes the targets for the elementary and K-8 schools where all student assignments are bound by the district's student assignment policy. The first column presents the school's current percentage of economically disadvantaged students and the second column identifies whether or not enrollment is "balanced" within each school, based on the percentage of economically disadvantaged students who are enrolled. The third and fourth columns describe the enrollment targets that will be used to assign both low income and non-low income students within each school. Enrollment targets of 50%/50% will be used for schools with "balanced" enrollment. Targets for schools that are not balanced in their enrollment are set based on the specific data for each school.

**Table 1: 2019-20 Enrollment Targets for Elementary and K-8 Schools**

Elementary and K-8 Schools	2018-19 (% Econ Disadv)	Is the enrollment within this school balanced (within 5% of district avg)?	2018-19 Low Income Target	2018-19 Non-Low Income Target
<i>Bates K-5</i>	44.2%	Yes	50%	50%
<i>Carlton K-5</i>	41.5%	Yes	50%	50%
<i>HMLS K-5</i>	51.1%	Yes	50%	50%
<i>WHES K-5</i>	43.8%	Yes	50%	50%
<i>Saltonstall K-8</i>	41.7%	Yes	50%	50%
<i>SPS-District</i>	46.5%			

## Application of the Enrollment Targets to the 2019-20 Student Assignments

The above enrollment targets will be applied to the total number of spaces available within each school, at each grade level, creating a proportion of spaces available for students living in low-income households and students living in non-low income households. For more information please contact the Parent Information Center at 978-740-1225 or [pic@saalemk12.org](mailto:pic@saalemk12.org).

