



School Committee Meeting Materials

Regular School Committee Meeting

March 19, 2018

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.”

March 16, 2018

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the Salem School Committee will hold a Regular School Committee meeting on Monday, March 19, 2018 at 7:00 p.m. The meeting will be held in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

AMENDED AGENDA

- I. Call of Meeting to Order**
- II. Approval of the Agenda**
- III. Approval of Minutes**
 - a. Deliberation and Vote on the Minutes of the Committee of the Whole (COW) Meeting Held February 12, 2018 – Tabled From 3/8/18
 - b. Deliberation and Vote on the Minutes of the Regular School Committee Meeting Held February 26, 2018 – Tabled From 3/8/18
 - c. Deliberation and Vote on the Minutes of the Regular School Committee Meeting held March 8, 2018
- IV. Questions and Comments from the Audience**
- V. Superintendent’s Report – Margarita Ruiz**
- VI. Presentation and Reports**

Reimagining Salem Public Schools’ Libraries for 21st Century Learning
“Excellent Language Learning for All” Work at Salem Public Schools
- VII. Action Items**
 - a. Deliberation and Vote on the Salem High School’s (SHS) After-Prom Senior Celebration 2018 Proposal on Friday, May 25, 2018
 - b. Deliberation and Vote on the Approval of the 2018-19 School Year (SY) Calendars
 - c. Deliberation and Vote on the Salem Fire Department’s Request to use Bertram Fields on August 18, 2018 for a Boot Camp type workout to help award a scholarship and for Waiver of the Fee Related to the Event

- d. Deliberation and Vote on the Appointment of Dr. James L. Picone as Salem's Representative to the Essex North Shore Agricultural & Technical School District
- e. Deliberation and Vote on Salem Youth's Football Request to Continue Use of Bertram Field and Waiver of Fees as Under Current Agreement
- f. Deliberation and Vote to Approve the Submission of a Statement of Interest for the MSBA Core Building Program for the High School
- g. Deliberation and Vote Regarding the Adoption of the Seal of Biliteracy for Qualified Salem Public School Students
- h. Deliberation and Vote on the Field Trip Request From Salem High JR. R.O.T.C. for a Five-Day Field Trip to Naval Station in Newport, Rhode Island, June 25-29, 2018
- i. Deliberation and Vote on the Field Trip Request From Salem High JR. R.O.T.C. for a Three-Day Field Trip to Leadership Camp in Sandwich, MA, April 16-18, 2018
- j. Deliberation and Vote on the Field Trip Request From Salem High JR. R.O.T.C. for a Two-Day Field Trip to Camp Curtis in Reading, MA, May 18-20, 2018

VIII. Finance Report

a. Approval of Warrants

March 15, 2018 in the amount of \$195, 741.12

b. Budget Transfers

IX. **School Committee Concerns and Resolutions**

X. **Questions and Comments from the Audience**

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Salem School Committee
Meeting Minutes
Monday, February 12, 2017

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Monday, February 12, 2017, following the Public Hearing on the Recommendation to Dissolve the Nathaniel Bowditch School and Relocate the Horace Mann Laboratory School at 9:26 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 for Teaching and Learning, Margaret Marotta, Assistant Superintendent for Pupil Personnel Services, Kristin Shaver, Business Manager, Jill Conrad, Chief of Systems Strategy, Kelley Rice, Chief of Communications, and members of the Salem Community

Call to Order

Mayor Driscoll called the Committee of the Whole (COW) Meeting to order at 9:26 p.m.

Discussion on Moving the Head Start Next Year to the YMCA

For clarification, Ms. Wilson said that Superintendent Ruiz mentioned today the moving of the Pre-School over to the Collins Middle School and had referred to it last week as the Head Start and asked Ms. Ruiz if she meant the Pre-School or just the Head Start. Ms. Ruiz responded that she meant the Head Start and then looking into adding and expanding possible pre-school opportunities. Ms. Wilson asked if it would be for next year. Mayor Driscoll and Superintendent Ruiz responded that they would have class space available. Ms. Ruiz said it would not be the ECC. Ms. Driscoll said it would be the YMCA.

Discussion on Alternative Options

Mayor Driscoll commented that she is concerned for the students at the Nathaniel Bowditch School. They have been through this for a number of years and she has been around this table, tables at the Bowditch School with parents, with different successions of the leadership they had there, and unfortunately have not had the types of success they want with respect to the achievement MCAS issues. Ms. Driscoll asked Superintendent Ruiz if there is a potential Plan B should the Nathaniel Bowditch School continue. Superintendent Ruiz responded that she had not mentioned before that part of the original recommendations in the original intervention plan of 2015 was to move the middle school to the Collins and strongly feels that should be an option on the table. That would leave the Bowditch K-5 as a stand-alone elementary school. They could consider deepening the work with keeping it as an elementary school, however, that is not recommended as the challenges within the school would remain, as a K-8 or a K-5. Ms. Ruiz continued that she is very concerned about the idea of merging the Horace Mann with the Bowditch school from several fronts. The Horace Mann School, based on the assignment policy presented, is currently balanced in terms of its enrollment as is also shown in the data presented earlier during the School Committee meeting, however, it has a higher percentage of economically disadvantaged students than do other elementary schools. The school is also the second lowest performing of the district's elementary schools. Ms. Ruiz stated that she would

not recommend merging the Horace Mann with the Bowditch School as this would further exacerbate both challenges.

Other Option

Ms. Ruiz explained that the option would be to move the middle school to the Collins and keep the Bowditch School as K-5, but that would be very challenging and problematic. Another process that was thought about, after moving the middle school to the Collins, was a merge of the Bowditch K-5 with the Carlton School. Mayor Driscoll added that it would be because there is high demand for Carlton. Superintendent Ruiz agreed and continued that it is a high performing school. One concern they have with the Carlton model is the much smaller scale transitions. Superintendent Ruiz said she is concerned about having the 180 plus students they would have at Bowditch all beginning at the same time, within that model. Other concerns would be the staffing they would need to add throughout the school. Due to the innovation school model, a merger with Carlton may require more staff than currently budgeted. Such a move would likely require amendments to the school's innovation plan, which would take time to develop. These are concerning if they were to do this by September. Ms. Wilson asked if Carlton has expressed an interest in becoming a K-8 school. Superintendent Ruiz responded that some members of the Carlton community have expressed this, but it is not clear how much consensus there is on this issue. Ms. Ruiz said that they would have to balance the school and look at the kinds of challenges and stressors they would be adding to a higher performing school.

Current Plan

Superintendent Ruiz stated that with the plan they currently have on the table they would be sending the students to higher performing schools in a thoughtful way that they would add the support as opposed to having one school having to absorb between 180 – 200 students (rounded) all at once. Members agreed that it could be overwhelming for any one school, especially one with a relatively new Principal such as the Carlton has right now, to take this on.

Two-Way/Dual-Language Program

Mayor Driscoll stated that there is healthy romanticism around the Two-Way program. The Federal Street School was a sought-after school when it started. It went into a new building. This dual-language program was highly regarded and worked very well for years. Ms. Driscoll continued that it was her impression that they had a really tough time recruiting staff, somewhere along the lines, along with some of the leadership challenges. It became hard to continue as a two-way school and to pave the way. Mayor Driscoll asked Superintendent Ruiz why the two-way school is not a consideration. Superintendent Ruiz confirmed that the Bowditch School has not been a two-way dual language school for years and is not one now. It is important to build a successful dual-language program, one grade level at a time, and is done when a school is stable, when there is a certain level of academic performance in the school, with qualified instructors on the English side of things, and adequate staffing as dual-language has its own set of challenges. It is difficult to find fully certified and licensed bilingual teachers, with written and oral language proficiency to teach it effectively. Being bilingual by itself is not sufficient. Teachers must also be fully licensed in grade and content area. Ms. Ruiz continued that staffing, for a dual-language program, is very complex. Building a dual-language program now at the Bowditch School would not be successful given its current conditions and is a long-term proposition.

Excellence Language Learning Initiative

The district is looking into ways to expand and improve language learning throughout the district. Rebecca Westlake, Director of the ELL Department, has put together an initiative

called Excellence Language Learning for everyone in Salem. There is a group that is looking and researching, within that initiative, the programs in the Look Bill. They need to search different models more deeply to see where they have fertile ground in the district. They need to have truly invested leadership that can rally the teachers, something that was done at the Federal Street School. Superintendent Ruiz continued that it has been her understanding the Federal Street School was already a successful dual-language school by the time it was moved to Willson Street. They have a group that is researching those programs to make recommendations for the future.

Spanish Language Program

Ms. Ruiz reported that they are also doing a review of the Spanish as a Second Language, instruction in the district. They have several schools that are teaching Spanish as a 2nd language. The review involves finding out if they have the right curriculum and best materials, for example, and have that group come up with recommendations. Ms. Ruiz said that her vision is to have all the Salem students in the district have Spanish as a 2nd language, in addition to considering a possible dual-language program.

Seal of Biliteracy Program

They have a group looking into the Seal of Biliteracy certificate this year, which is a credential that students would have on their High School Diploma that certifies that they are fully bilingual in two, or even three, languages. There is a process to establish and assessments that students can take to do that. These all fall within the language learning initiative they have not abandoned as a district. Superintendent Ruiz stated there is a deep sense, within the community, that they are losing that commitment if they close the Bowditch school when they are actually recommitting themselves to that, striving to do it successfully as was done back in the late 1980s – when the Federal Street School was established. Ms. Ruiz continued that they would need to have a strong, deeply invested, and willful leader who could also generate excitement among the staff, for any development, such as the Dual-Language program and Innovation School, to move forward. Those things are hard to do when they have leadership and staff turnover.

Two-Way/Dual-Language Program (continued)

Members continued discussion on the Two-Way Dual-Language Program. Mayor Driscoll asked Superintendent Ruiz where the Nathaniel Bowditch School currently stands with the two-way dual language program, where they have wide achievement gaps. Ms. Wilson added that the Bowditch School also has most non-tenured teachers. Members shared further discussion, insight, and feedback on the difficulty of hiring staff for the program. Ms. Manning said that the challenge was more than just hiring difficulties. Finding staff had always been difficult to find for the program but positions were also cut during the budget process. It decreased from one Spanish and English teacher for the different subjects, in each grade level, to someone doing two of the Spanish and enough English where they could do one English and 6th and a 7th grade. It was cut and chipped away. The 1st issue was the budget. The 2nd issue was the difficulty in finding the right people.

Discussion on World Language

Ms. Manning added that it sounds as if there is a roll out of Spanish for the English speakers at the Collins School when she hears others and the Superintendent speak in reference to World Language. Ms. Manning continued that they have a very watered down program compared to what they had before. They had students go through both East and West for years. When they merged as Collins, the 6th graders did exploratory both of two quarters: one in French and one in Spanish and then picked whether they were going to take French or Spanish. Then 7th and 8th

graders took French and Spanish full-time, full hour period a day that counted as an academic class with a grade. Ms. Manning continued that she believes that the Spanish classes students are taking are rolled into the Specialist schedule. Members agreed that all elementary schools have Spanish. Ms. Manning pointed out that it is nothing like a true program of a 2nd language. Superintendent Ruiz responded they have staff looking into that to seek what they need to do to make it better. Ms. Ruiz wanted to counter the narrative that Bowditch is the only school where students could possibly learn Spanish as a second language. Mayor Driscoll stated that is ideally one opportunity for them to recognize that they have Latino students throughout Salem schools and parents who would love their child to be exposed to, and hopefully become proficient in a second language. Hopefully, the only way to do that is not through a two-way program. They would need to look into what other linguistic options they might have within the district and consider a realistic timeline to do something like that. They do not want to overpromise and underperform for parents who might be interested in something like that.

Mayor Driscoll continued that it would be good, in terms of additional information, to calculate out. What are those Spanish language options, in other places as they get teased out, going to look like as they potentially look to close the school: what is the timeline and realistic commitment for that? Superintendent Ruiz responded that the answer would come out of the work of these teams and that it is precisely what these teams have been charged with doing, which is looking into:

- What do they have in place?
- What are the recommendations from these committees in increasing access in the district?
- What are opportunities in terms of dual language and other type of programming that the new bill has made available?

Mayor Driscoll asked about the timing of the work that is going on with the committees. Ms. Ruiz responded this is something that has very recently gone underway and can have Rebecca Westlake put in a timeline.

Discussion on Proposal

Mayor Driscoll asked if there was anything from the joint labor management proposal, beyond moving the 6th, 7th, and 8th grades, they have not yet moved forward on? Mayor Driscoll remembered the conscious decision not to implement the 6th, 7th, and 8th move, because it was a March conversation and the fear was that if one is a 5th grade parent, for example, they would maybe decide to pursue other options for not having enough time. The recommendation was felt too fast, the new leader wanted to make it happen, and it was not implemented. Mayor Driscoll asked if there was anything else in the list of recommendations. Ms. Carbone responded that something underway now, with the teams that Superintendent Ruiz had just mentioned, is one recommendation to appoint a team to research effective language programs. Mayor Driscoll clarified it is one thing underway and nothing else. Members agreed. Superintendent Ruiz said there are copies of the recommendations in the data packet.

Applications - General Pool Positions

Ms. Manning wondered if teachers are currently applying on Talent Ed for positions in Salem before a vote is made. Ms. Conrad responded that teachers are able to apply, at any time, for vacancies in the district. Ms. Manning wondered which positions they would be applying for if there aren't any listed. Ms. Ruiz wondered if pools are posted. Ms. Conrad responded there are general teacher pools that are posted to begin attracting them to Salem and is done every year. Positions are not specific job postings nor are they for specific schools at this time. Ms. Wilson asked if retirement was announced to which they might be applying for. Ms. Manning asked for

clarification on the meaning of pool posting. Ms. Conrad explained the need to recruit a certain number of special education and other types of teachers every year due to vacancies, so they have a general “pool” posting for special education teachers. Ms. Manning clarified that applicants would submit their applications for special education in general and not any particular special education position. Superintendent Ruiz and Ms. Conrad agreed. Ms. Conrad said it is helpful to have the pools posted to direct people to apply to Salem Public Schools when they go out to recruitment fairs. These are candidates who apply early, stating their interest to work in Salem.

Assignment Process for Families

Superintendent Ruiz stated that it goes back to the issue of balancing, planning and providing information. They have laid out the process to families in the assignment process to receive the family’s preferences. No assignments will be made until the decision comes from the Committee. They are not assigning students at this time. Mayor Driscoll asked if they are collecting the data. Ms. Ruiz responded they are collecting family preferences. They explain the transfer process, assignment policy, and ask families to select their top 3 choices as the assignment policy calls for. They have the families fill out the form. No confirmations or promises are made to families; they are only seeking their preferences in order for the district to be ready if and when the time comes.

Teachers

Similarly, a process to identify the preferences and interests of current staff members is underway. Liza Bento, Director of Human Capital, spent most of last week personally meeting individually with teachers to let them know of the opportunities that are available should they consider other options and for them to let her know what they are interested in. No confirmations or promises are made to teachers; they are just seeking their preferences. Ms. Wilson asked if this applies to everyone or just tenured. Superintendent Ruiz responded it is for everyone and stated that she, Beth Kontos, and the team held three different meetings at the Nathaniel Bowditch School to provide teachers with general information about the process. They met with tenured teachers and explained what the process might look like and of the available positions, should the School Committee approve the recommendations.

Non-Professional Staff

They met with the non-professional staff the following day and explained to them that they would post all available specific (not the general pool) positions they have in the different schools after professional teachers have been placed. They would then have an opportunity to apply and go through the interview process with the principals in the district before those positions are opened up to external candidates. They are given that priority. Ms. Ruiz continued they did this in a period of two weeks. They explained these possibilities to teachers and staff, because they also wanted to address possible anxieties that come with not knowing. Applicants were not provided with specific dates or assignments.

Centrally Deployed Staff

Superintendent Ruiz continued they also met with the centrally deployed staff such as adjustment counselors and some of the special education teachers that are centrally assigned to follow the students. They explained to them that they would be looking to where students would be assigned to, that students are not leaving the district, and they need to see where the students are in order to employ them accordingly.

Discussion on Information Provided

The goal of those conversations is to provide everyone with the possible scenarios to prevent confusion and doubt. Superintendent Ruiz continued that they were very careful with providing the necessary information and documentation shared, pending School Committee approval. They tried to balance the information provided, in terms of what to expect, to give the sense that it is not concrete, it is a recommendation, but they want to be ready.

Discussion on Alternative Options Continued

Mr. Cruz clarified on the Mayor's point earlier on having an alternative option, that if the recommendation is not approved, they would be potentially be looking at the 2015 plan that recommends turning it into a K-5 School and then moving the 6th and 7th graders over to the Collins Middle School. Superintendent Ruiz agreed. Mayor Driscoll stated they would have to vote on that. Members agreed. Members began discussion on the setback of timing. Mayor Driscoll stated that School Committee members, at that time, were not willing to support it, because families did not support it. It was very late in the year and Mayor Driscoll and School Committee members felt it somewhat blindsided families, because the discussion was very late in the school year. Mr. Cruz informed that members of the community have concern and feel there doesn't seem to be an alternative and feels it is important to articulate this information to the families. Superintendent Ruiz responded that the reason she has not presented this alternative is because she does not think that keeping Bowditch as a K-5 is going to fundamentally address the issues they have in the school. They would have the same issues as a K-5 that they have now as a K-8. Ms. Ruiz continued they could put it as an alternative but cautions the Committee about that option, because she does not think it gets to the heart of the challenge for students and feels that students would be better served by the recommendation on the table.

Concerns

Ms. Campbell commented that she continuously hears the sense of urgency and understands that students do not have time to wait. Falling behind is cumulative, meaning that the more they fall behind causes further delays in moving forward. Ms. Campbell continued that she has significant concerns because she also knows, and has experienced, the firsthand effects of a plan that was not thought out or followed through with. Students, more than not having time to waste, do not have time to lose on the long-term effects of a plan that is not followed through with. The plan right now, as it stands, does not do anything for the achievement gap and does not truly desegregate the schools; it just puts them somewhere else. There is no guarantee what the following years would look like. Ms. Campbell needs to know and see there is a follow-up plan and that supports are put in place. They have this plan in front of them now and have had it for a week. It is hard to feel comfortable making an immediate decision knowing that these students had already been promised for years that the issues were being worked on and these students deserve the best. Ms. Campbell stated she needs to know what specific supports are in place, at the receiving schools, for the students. What sorts of professional developments are going to be in place (the front loading of the PD at the start of the year is definitely something she is interested in), would they be increasing special educational supports, is there thought to paraprofessionals and speech teachers from the Bowditch, would there be follow-ups, are they doing another dump and run, etc. Members continued further discussion. Ms. Campbell expressed her concern that she is not sure the community has a reason to trust the School Committee right now and she does not know what the plan is and so cannot trust she knows what is going to happen. Mayor Driscoll said that is a fair point and suggested coming up with some hypotheticals that can demonstrate what a resource team might look like at a receiving school and perhaps a type of standard where if they had a certain number of ELL students going – there is a ratio of this to that, for example. Members continued discussion on information to view their definition of what their fully staffed and supportive school looks like and allocation

of resources for a receiving school in Salem. Members shared feedback, insight, and further discussion.

School Name

Ms. Manning asked when would the school name issue arise if the recommendation were to be approved. Mayor Driscoll responded that it would have to be addressed the same evening of the vote. Ms. Nuncio commented that the big change would be to consider things from the standpoint of those parents who feel dispossessed. These are parents who feel they do not have as much political clout or political capital as everyone else, and Bowditch means something for all of them as a seat of language learning. Ms. Nuncio explained that research supports that students do much better in their studies and acquisition of English when they have a base in their own first language. That research has been there for 60 years. Members agreed. Ms. Nuncio continued that it is her sense that if Rebecca could provide that information to them, and more than a task force, it is sort of the beginning building blocks of what they would have at Bowditch and a few other schools. To show what this would look like would be a way forward. Ms. Manning asked Ms. Nuncio if she is saying that she would like to keep the name as Bowditch. Ms. Nuncio responded that she would, because it is remarkably emblematic about language learning. They have to listen deeply to what people are saying. Their Social Justice curriculum is in their listening to the parents. Mr. Cruz added that it is about identity and dignity of those parents. The dignities of those communities are put at stake when using erasure in trying to create equity. He can empathize with those parents because he has attachment to the Horace Mann for having attended. They would need to deliberate an alternative name, if something were to be moved forward; they would need to have a conversation about keeping the name. Some of the comments that have been made suggest that one name would stay if a plan passes. It is the same problem they have with the alternative option, it does not appear that it exists. Mr. Cruz continued discussion on the name and stated he could not think of a better person to commemorate, and speak to this commitment of dual-language, than Arlene Dannenberg who he considered to be a former phenomenal educator and thought leader in the Salem community. Mr. Cruz stated he is certainly in accord with Ms. Manning and Ms. Nuncio that they need to have very thoughtful and deliberative process with reference to the School name. Members shared feedback and continued further discussion on the topic.

Ms. Campbell said she appreciates the comments on the school name but that it feels a bit premature to discuss naming the new building at this time when they have yet to vote. Ms. Manning responded that it is only due to the Mayor's previous response to her question that they would have to address the name the same evening of the vote. Mayor Driscoll said that the proposal, as she knows it, is that the Superintendent would be closing the Bowditch School and relocating students to other schools in the district, hopefully with appropriate services and resources and relocating the Horace Mann School into that building. Some students might stay but the vast majority of students are from the Horace Mann. There is a strong community there, they have a laboratory school, and are connected to Salem State. An entire collection of people would feel strongly against being told that they are going to add some of the Bowditch students and so their name would have to change. That is a whole other discussion to have for the collection of people who feel very strongly about their school. Mayor Driscoll continued that the Horace Mann Laboratory School has history, has a strong and engaged community. Ms. Driscoll stated that it is her understanding that the proposal is to relocate the Horace Mann, not close it. Superintendent Ruiz agreed. Ms. Manning commented that she wants time to discuss it. Members agreed and continued further discussion. Members also discussed the strong need for an Early Ed movement in Salem, opportunity to reframe the Early Ed component at Bowditch, and the need for more Early Ed.

Summation

- Receiving school component is very important
- Recognizing that if this does not happen, that Plan B would primarily be doubling down efforts to hopefully try to improve on what they are doing at the K-5 level - left after the
- Move out of the 6th, 7th, and 8th grades over to the Collins - not Superintendent Ruiz’s recommendation

Additional Information for Next Meeting

- Members agreed to get some timeline and whatever information Superintendent Ruiz can share on the Spanish multiple linguistic options that might exist within their district to get a better handle on receiving districts
- Suite of services that would be available; maybe some of the hypotheticals may be teased – what that might look like
- Further discussion on the name - Mayor Driscoll is open for ideas, insights, and suggestions on the name idea – maybe have some offline conversations about it

Members agreed to wait to receive the additional information for careful review, have a deliberation and vote for the recommendation listed on the agenda at the next regular School Committee meeting, and table it as needed to the following regular School Committee meeting on either March 8 or 12. Members agreed for the March 5th regular School Committee meeting cancellation, as not all members would be present.

Adjournment

There being no further business to come before the Committee of the Whole (COW) School Committee this evening. Ms. Manning 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

- COW Notice 2/12/18
- Proposed Recommendation by Superintendent
- Presentation to School Committee 2/12/18 (Keeping Our Promise Increasing Equity and Access in the Salem Public Schools)
- 2018-19 Enrollment Targets for Student Assignment Overview
- Data Packet for 2/12/12 School Committee Meeting and Public Hearing

Salem School Committee
Meeting Minutes
Monday, February 26, 2018

A regular meeting of the Salem School Committee was held on Monday, February 26, 2018 at 7:04 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 for Teaching and Learning, Margaret Marotta, Assistant Superintendent for Pupil Personnel Services, Kristin Shaver, Business Manager, Jill Conrad, Chief of Systems Strategy, and Kelley Rice, Chief of Communications

Call to Order

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

Approval of the Agenda

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

Approval of Minutes

Deliberation and Vote on the Minutes of the Regular School Committee Meeting Held February 5, 2018

Ms. Nuncio motioned to approve the Minutes of the Regular School Committee meeting held on February 5, 2018. Ms. Wilson seconded the Motion. The Motion carried.

Deliberation and Vote on the Minutes of the School Committee Meeting and Public Hearing Held February 12, 2018

Discussion

Ms. Nuncio notified of minor corrections that need be made.

Ms. Campbell motioned to approve the Minutes of the Special School Committee meeting and Public Hearing held on February 12, 2018, as amended. Ms. Wilson seconded the Motion. The Motion carried.

Deliberation and Vote on the Minutes of the Committee of the Whole (COW) Meeting Held February 12, 2018

Discussion

Mayor Driscoll asked to table the Minutes of the Committee of the Whole (COW) meeting to allow additional time to review.

Mr. Fleming motioned to table the Minutes of the Committee of the Whole (COW) meeting held February 12, 2018. Ms. Manning seconded the Motion. The Minutes of the Committee of the Whole (COW) meeting is tabled for March 8, 2018.

Questions and Comments From the Audience

Diana Vargas, 79 Willson Street, referred to a document that Superintendent Ruiz handed out at the last School Committee meeting and addressed specific items that was listed on the document that outlines supports that the district implemented at the Nathaniel Bowditch School as an intervention plan to turn the school around from 2015 through 2018. Ms. Vargas contrasted points that were listed as part of the new intervention plan, explained what they are, and provided details of each. Ms. Vargas concluded that the newly implemented supports listed on the Superintendent's handout were not intentional to improve the Nathaniel Bowditch School, because they were district initiative supports where every school received the same. Ms. Vargas continued that it is hard for her to believe that the list on the Superintendent's handout is a reflection of any hard work that was put into the Bowditch School to make it a better school. Ms. Vargas asked Superintendent Ruiz how did she exactly support the Nathaniel Bowditch to turn it into a successful school, how are the needs of their population exactly supported, and how is the promise to increase equity and access in all Salem Schools kept?

Ms. Vargas asked School Committee members to consider that the Superintendent's current proposal to close the Nathaniel Bowditch School would not work, gaps would widen further with time, students would get lost in the shuffle of the transition, and the plan would create additional problems for the other schools that are receiving the Bowditch School students. Ms. Vargas asked of other alternatives to the proposal they have not received an answer for and ask action be taken to explore every possibility other than the mere response that the state would otherwise have to take over. Ms. Vargas continued that she cannot help but feel there are other motives to the Superintendent's proposal; that promises have been made behind closed doors for an Early Childhood Center or other they do not know of. What are they planning to do with the additional space that would be left at the Nathaniel Bowditch School after such a transition is made and how would this be explained to the community? Ms. Vargas read a letter aloud, on behalf of Victoria Chance, on the comparison of a Superintendent versus a teacher. Victoria Chance was not able to attend this evening and asked Ms. Vargas to please read the letter for her. Victoria Chance was an intern principal and reading specialist at the Nathaniel Bowditch School.

Daniel Charis, 7 Surrey Road, Construction Project Executive, spoke on behalf of the Horace Mann Laboratory School and letter he provided School Committee members with yesterday. Mr. Charis shared his concerns on safety and infrastructure. The Horace Mann School should share the same safety standards as the other schools in the community. Mr. Charis continued that it is not about closing a school or relocating another but a safer and improved experience for the entire Salem Public School community.

Fawaz Abusharkh, 4 Harrison Road, said that the Horace Mann School deserved a new school for a very long time and shared his views as to why it was not done. Mr. Abusharkh stated that both the Nathaniel Bowditch and the Horace Mann Laboratory School could be combined but that it should be done without having to pay the high cost that comes with changing the Bowditch School name. Mr. Abusharkh said the Nathaniel Bowditch School had very good teachers before but ineffective administration and still do. Mr. Abusharkh asks the Committee to maintain equal balance by allowing all Bowditch School teachers apply for their jobs, all students be distributed, and work together to resolve the issues. Mr. Abusharkh addressed School Committee members by name and asked they please save the Nathaniel Bowditch School and refuse approval of the Superintendent's recommendation to dissolving it. Mr. Abusharkh asked School Committee members why they plan to change the name of the Nathaniel Bowditch School, which would serve as an added and unnecessary expense that comes with changing a school name.

Nadia Nieves, student, 2 Sophia Road, shared that she has not seen any positive change in support of the Nathaniel Bowditch School. There are rumors at the school that it will be closing and everyone would be separated. Ms. Nieves asked School Committee members for another alternative to closing the school.

Gabriely Payano, 12 First Street, shared that she had to explain to her younger sister of the possible change of school and separation of her friends. They have embodied their experience in each classroom and hallway where their work is displayed with much pride at the Nathaniel Bowditch School. Ms. Payano shared further positive details about the Bowditch school. She wants to graduate from there and asked School Committee members to please consider an alternative plan and not close the school.

Joseph Cambone, Dean of the School of Education at Salem State University, 41 West Newton Street, Boston, MA expressed his support for the Superintendent's recommendation. Mr. Cambone based his support in his professional experience and research. Mr. Cambone said the School of Education at Salem State University wishes to work beside the Superintendent's as they increase district capacity teaching students for whom English is a second language and will prepare new guidance counselors, adjustment councilors, and reading specialists along with them. They'll expand their work together in the area of teacher leadership. They look forward to their journey ahead together.

Anya Dokanau, 260 Washington, shared a brief history of her educational journey, views in the eyes of students, and asked School Committee members to consider the students and their needs first in their decision-making.

Mohammed, student at the Nathaniel Bowditch School, shared that it is not fair for the Nathaniel Bowditch School students to have to separate from their friends. He hopes the School Committee would rather allow the Horace Mann Laboratory School be moved into their school building, because there is much space at the Bowditch School for them.

Peggy Fucillo, 4 Cedar Hill Road, Former Teacher at the Nathaniel Bowditch School, shared that she has a hard time with what has been said, the Nathaniel Bowditch School has struggled to meet state performance standards for years due to the large percentage of Hispanic students and low-income families at the school. Ms. Fucillo said her opinion is that this speaks to the lack of resources, teacher preparation, and the impact of the biases that turn community resources, language, cultures, multiple perspectives into deficits or problems, blaming students, etc. Ms. Fucillo detailed what is lacking at the Nathaniel Bowditch School. What the Nathaniel Bowditch School needs is an experienced competent administration with appropriate and explicit learning and behavioral expectations, coupled with knowledge of the community and cultures being served, staff professional development, and immediate new staff hire to fill all the gaps. Ms. Fucillo focused on the students, their resource and on the psychological impact that the news of the Bowditch school closing has on them. They have received news as something related to their low performance that carries a negative effect. Students have withstood the many changes that have taken place at the Bowditch school and news of the school closing is not going to make it better. This will be in the student's minds and hearts. How will this be internalized? Ms. Fucillo continued by asking about the consequences to the Superintendent's proposal. Ms. Fucillo continued that she believes they owe it to their students to fully consider what the psychological impact will be and how it could be manifested. Ms. Fucillo stated that the choice is clear to her and recalled that money from the state, to end segregation, built the Collins Middle and the Nathaniel Bowditch Schools. The Superintendent's proposal is to displace all the Latino students, which would disgrace, discredit, and dishonor all that the Bowditch School has stood for. Ms. Fucillo asks why the decision is rushed and urgent, they were notified four weeks ago.

Ms. Fucillo implored, to the School Committee, "does not this decision that would impact hundreds of students and their families warrant more thought, evaluation, exploration, and deliberation?"

Dr. Nate Bryant, 22 Puritan Road, shared that he supports the Superintendent's plan. The first thing he learned as a previous School Committee member was that his job was to make decisions in the best interest of all students. He vividly remembers being concerned about the revolving door of principals at the Nathaniel Bowditch School. Dr. Bryant continued that he thought that the decisions he made while serving as School Committee member were in the best interest of the students which included listening to some parents acknowledge that while there were issues at Bowditch spoke very favorably about the Bowditch community – sentiments that meant a lot to him and gave him hope of improvement. Dr. Bryant continued that the Bowditch School is underperforming. They have two choices: take the approach that things will get better by trying harder or make a decision, grounded in research, which shows that integrated schools have more positive impact in student learning than segregated schools. Dr. Bryant continued that he also believes in Superintendent Ruiz, in her many years of working districts not so different from theirs. Dr. Bryant quoted Horace Mann, who was credited for being the first American advocate for free public education.

Nestor Groom, resident of Salem, shared that he does not think that closing the Nathaniel Bowditch School would solve the problem and hopes the right decision is made. Mr. Groom said that the closing of the Bowditch School only serves to provoke families against families and the questioned why this decision was not made before or during the time of the Superintendent's election. There is plenty of room at the Nathaniel Bowditch School for the Horace Mann Laboratory School. Mr. Groom said that closing the Bowditch School would not solve issues of segregation and asked that politics not be practiced in education.

A member of the audience, 80-year-old Boston resident, shared that no other school compared to the Horace Mann School, which educated teachers in a very rich environment. The gentleman countered mention of teachers having only 3 years teaching experience. He does not think that means anything; it is about who has the passion to teach that matters. He cringes at the word segregation in Salem, Massachusetts, said they are all Americans, and wondered why that word 'segregation' is mentioned in this educational forum. It is ridiculous, unheard of, and a by-product of the last election. He pleads the state needs to be re-approached at the Secretary of State in Massachusetts. He walked around the Horace Mann School and observed there is no room. He thinks they should incorporate it into the Salem State University and returned to its original tenets of why it was there. It should be a pilot school as it was before. It should be a place of inspiration. He requests a rebirth of the Horace Mann School on the same Salem State University campus location. The Nathaniel Bowditch School also has a distinction as did the Pickering and many other schools in Salem. Salem was the lighthouse for the rest of the United States, for many years. The gentleman emphasized the need to eliminate the mention of segregation as everyone is an American regardless of the language they speak. He hopes to have inspired others to believe in what is best and not be afraid to express their concerns and shared that the value of every person is in their passion for what they do.

Beth Kontos, President of Salem Teachers Union, 237 Centre Street, Danvers, shared that what has happened at the Nathaniel Bowditch School has been a series of mistakes and events, part of it has been a choice process from the past where families have chosen where their child would go to school without regard to the needs of the students. Ms. Kontos continued that she feels it needs to stop. The goal of the Superintendent's plan is desegregation. They can faithfully watch that the demographics and socio-economics are watch every year, if this proposal is approved, to make sure it does not reoccur. Ms. Kontos continued that she thinks desegregation would slowly happen but it has to begin some place. She feels they need to make sure they have the supports in place and appropriate number of English Language Learners (ELL) and Special Education reading teachers. They need to make sure that they can attract and keep their teachers to prevent from having to seek teachers every year. They want to ensure this is the

place they want to work in, and students want to return to, every day. Ms. Kontos stated that teachers are far better when they are together.

Alex Pacheco, Salem resident, shared that the issues of the Nathaniel Bowditch School is not a coincidence, it is a shame, and what happens in Massachusetts has repercussions nationwide. Mr. Pacheco stated that the message that is presented this evening will have nationwide effect and asked School Committee members not to hang the students with their decisions - students should not pay for adult mistakes.

Yoleny Ynoa, Salem resident, asked each School Committee member, by name, not to close the Nathaniel Bowditch School.

Superintendent Report – Margarita Ruiz

Pillar #1: Create a Vibrant K-12 Teaching & Learning Ecosystem

Keeping Our Promise: Increasing Equity and Access in Salem Public Schools

Superintendent Ruiz reported that the data of the Nathaniel Bowditch School is striking and underscored that the district is academically failing the Bowditch School students and families. Ms. Ruiz clarified that this has been a systemic failure that occurred over many years and does not reflect the abilities of the students and the hard work of teachers and leaders of the Nathaniel Bowditch School. This most recent MCAS data has created a heightened sense of urgency for herself and entire management team to urge School Committee members to act decisively about the Bowditch School. They have invested in many different interventions at the school. It is fair to say that they are on plan D at this point as they have undergone through several plans at the school. Superintendent Ruiz stated that she is proud to say that they have worked hand-in-hand with the Salem Teacher's Union in collaboration to make some of those interventions happen and reminded that the School Committee used the Department of Education's framework for school turnaround to affect some of these interventions. Superintendent Ruiz reported that they have increased learning time at the school through an extended learning grant and said they have invested in leadership. There was a budget request, for the 2015 fiscal year, of an additional Assistant Principal, in addition to the current principal and dean of student success. They have invested in additional curriculum, for specific populations at the Bowditch School, such as REACH for reading and English as a Second Language (ESL). They have added other staffing including three full time substitutes to support the learning on the social emotional needs of its students.

Ms. Ruiz explained that it is often times difficult to fill positions during the middle of the school year. They have supported teacher practice and invested in the bilingual capacity of the Bowditch School. The Nathaniel Bowditch School is the only school in the district that has a Bilingual Secretary. The situation at the Nathaniel Bowditch School was not a result of deterioration that happened in one year but over the course of many years. Superintendent Ruiz continued that it has been 10 years, there has been a clear downward trajectory in the percentile ranking of the school compared to other K-8 schools in the state of Massachusetts, and the state may likely intervene if they do not act now.

Superintendent Ruiz reported they have considered moving the Nathaniel Bowditch School middle school grades over to the Collins Middle School as it has ample space and is able to welcome the students and keeping the Bowditch School as a K-5 elementary school. The problem with that is that it would address the issue of the middle school while leaving a failing K-5 school in place, because the issues seen on the trends (shown on the Superintendent's presentation slide) are not exclusive to middle or elementary but the entire Bowditch school. They could not consider the possibility of merging the Horace Mann and the Bowditch Schools, with the recognition that each school was facing its own inequity, because they would be merging the two lowest performing schools in the district. The model that the Carlton School has in place is predicated on the promotion of students each trimester as they are ready and master the standards.

The Carlton School has three trimester periods throughout the year where students are transitioned from one grade to the next. Another aspect of the Carlton School's model to keep in mind is predicated on a staffing structure and teacher training that is key to the execution model. Highly effective teachers primarily give instructions in small groups. Assigning close to 220 students all at once to the Carlton School would swamp their model all at one time and make it difficult to execute that model effectively. They also looked into the possibility of creating another in-district Horace Mann Charter School similar to the Bentley Academy Charter School. Given the controversy that arose with the Bentley, this did not seem like a viable or desirable option, either.

Superintendent Ruiz shared that she thinks they can be successful with this recommendation based on the progress that the Salem schools have made over the past 3 years and her personal observations. They have physical and seating space, district and school level structures, and they will do this right. All elementary and K-8 Salem schools have space to receive students from the Nathaniel Bowditch School. The Witchcraft Heights, Bates, and Collins Middle Schools have been highlighted because those are the schools where they would be adding more classroom space to increase their capacity. These schools have the physical space and they do not want to significantly alter the district's class sizes. Superintendent Ruiz invited three principals to share their experiences, what they know about students who have transferred over to their attending schools, and how they are preparing for possible transition. Leanne Smith, Principal of Witchcraft Heights Elementary School shared her thoughts on Superintendent Ruiz's plan and willingness to prepare to receive and welcome transferring students from the Nathaniel Bowditch School. Thomas Milaschewski, Principal of Bates Elementary School emphasized that they are ready, prepared, and excited to welcome new students and families to their community if the School Committee votes in support of the Superintendent's recommendations. They understand how difficult transition is for any student and confirmed they would work extremely hard to ensure the students feel academically, behaviorally, and socially comfortable. They look forward to welcoming the Nathaniel Bowditch School students and families into the Bates community. Glenn Burns, Principal of Collins Middle School, shared they have a world class STEM program at the Collins school that has two classes, at each grade level, that scholars go through and pointed out other available technologies and resources that the Nathaniel Bowditch School students can use. The Collins School is happy to welcome the students and ready to offer them all that they have available to helping them achieve their dreams.

Superintendent Ruiz reported that all teachers who have professional status will be able to obtain a new position in the district as there are enough new positions to guarantee a spot to those who have earned professional status as teachers. Additional vacancies will be posted and teachers with non-professional status will have the opportunity to apply and interview for these spots. Ms. Ruiz talked about anticipated additional resources, special education services, referred members to a handout that contained a list of some of the infrastructures in the district, and continued the presentation walking members through each slide of the presentation. Members asked questions and shared discussion. Superintendent Ruiz asked School Committee members permission to address families of the Nathaniel Bowditch School students in Spanish. Ms. Ruiz addressed the families in Spanish and explained her statement in English for the School Committee members.

Discussion

School Committee members asked questions, further discussed the proposal, and requested further information from Superintendent Ruiz. Ms. Ruiz agreed to provide responses and further information.

Action Item

Deliberation and Vote on the Approval of the Superintendent's Recommendation to Close the Nathaniel Bowditch School and Transfer Students to the Other Schools in the District and to

Relocate the Horace Mann Laboratory School to the Building Located at 79 Willson Street in Salem

Discussion

School Committee members agreed to table the deliberation and vote on the Superintendent's proposal for the next School Committee meeting on March 8, 2018.

The action item is tabled for 3/8/18

Finance Report

a. Approval of Warrants

February 22, 2018 in the amount of \$359, 339.37

March 1, 2018 in the amount of \$388, 302.51

Mr. Fleming motioned to approve both warrants in the amounts listed on the Agenda. Ms. Wilson seconded the motion. The Motion was approved.

b. Budget Transfers - There were no budget transfers

Subcommittee Reports - There were no Subcommittee reports

School Committee Concerns and Resolutions

Mr. Fleming said there was a report today from a constituent of a regarding that a MBTA bus has been seen dropping a bus load of kids at the High School from Lynn and asked Superintendent Ruiz to please look into it. Ms. Ruiz said she would. Mayor Driscoll wanted to confirm in advance with School Committee members if they feel they have everything they need to feel prepared to vote on the Superintendent's proposal. Members questioned the name issue and understand that the proposal does not include the topic of the name. Mayor Driscoll commented they have a policy regarding name changes and that would be a separate deliberation and vote, a separate process. Ms. Campbell asked for the average access SGP that she had previously requested. Mr. Fleming reminded they would receive the split data between the MCAS scores and K-6 grades. Ms. Nuncio shared that a Salem resident suggested instituting community service between students of Salem High School and other schools who are willing to participate in the Home for the Ages residence. Ms. Nuncio asked if that can be formalized and offered to send this suggestion to each School Committee member for review. Mayor Driscoll commented that she can circulate it from the COA. They organize students to help with everything from shoveling to other services that seniors sometimes need within their homes. Ms. Driscoll said that it sounds like something they could explore and help formalizes a pipeline. Ms. Manning shared concern that someone should be vigilant to watch over these services to ensure proper safety for the seniors. Mayor Driscoll commented that perhaps the COA can be involved in that.

Questions and Comments From the Audience

Jimmy, Boston resident, responded in reference to an earlier question that School Committee member Mr. Fleming asked Superintendent Ruiz on how they would be monitoring the progress of the Nathaniel Bowditch School students. Jimmy explained that student results can be monitored with today's technology. They can tag each student every semester or term and get a read out of how the Bowditch School students are doing, at different places of their assignment. That should provide proof as to what direction they are taking and whether they are improving or not. He thinks it is essential that they use a tracking system.

Peggy Fucillo, 4 Cedar Hill Road, Former Teacher at the Nathaniel Bowditch School said she has not heard about options and thinks it is critical that there are other options to choose from than just closing the

Nathaniel Bowditch School. They could incrementally look at other schools that have turned around. Ms. Fucillo stated she is willing to investigate, go to schools, and help out in any way she can. Turnaround is possible and has happened before. Students that attended the Nathaniel Bowditch School and have moved on to High School are doing very well. She knows this can happen when everyone works together to make it happen. Ms. Fucillo asks the School Committee to look at alternatives and into programs and establish them at the school to attract students throughout the city for a successful outcome.

Fawaz Abusharkh, 4 Harrison Road, stated that the proposal was poorly prepared and presented within a very short amount of time for review. Mr. Abusharkh said that he knows that Principals, leaders, and teachers do their job well and care for their students with no need to add additional supportive statements in favor of the Superintendent's proposal. Mr. Abusharkh addressed members of the School Committee individually, said they should honor the community, and that it should be the first thing to consider.

Andrea Hoffman, 3 Victory Road, thanked the Superintendent for principals to share details of how they plan to welcome the Nathaniel Bowditch School students, which is very important to her. She wanted to know this and said this information is very important to everyone. It is all about the students. Ms. Hoffman stated that Mr. Horace Mann wants to keep his name, said she thinks he should, and that it is not about keeping a name but the success of the students. She does not want to see the Horace Mann fail, set this all aside, and start thinking about the education of the students. She wants the supports in place, parents involved, and asked parents to please make sure their child do their homework. Ms. Hoffman continued that they all need to work together, they are all parents who care about their children, and emphasized that the school name is not what's important. She asked School Committee members not to let the issues continue and to fix it for both the Nathaniel Bowditch and the Horace Mann Schools as they deserve a better education and all the supports as does all of their other schools.

Farrah Wilson, 25 Pickman Road, taught for more than 20 years, shared that she spoke to her mom, who has been an educational advocate for over 40 years, and who had strong concern as to whether the Nathaniel Bowditch School students would remain at the Bowditch school and whether the name would be kept. The other concern is of going back to haunted happenings; it has been a tense year at Salem. Ms. Wilson stated that she and the people of Salem would like to think they trust the members of the School Committee with their experience, expertise, and community input to make a decision in the best interest of the students. Ms. Wilson stated that she is excited that March 8 looks like a deadline.

Adjournment

There being no further business to come before the School Committee this evening, Mr. Fleming 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 Agenda February 26, 2018
Minutes of the February 5, 2018 Regular School Committee Meeting
Minutes of the February 12, 2018 Special School Committee Meeting and Public Hearing
Minutes of the February 12, 2018 Committee of the Whole (COW) Meeting
Presentation to School Committee
Excellent Language Learning for All Handout
District Infrastructure List Handout

Salem School Committee
Meeting Minutes
Monday, March 8, 2018

A regular meeting of the Salem School Committee was held on Thursday, March 8, 2018 at 7:39 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: Kate Carbone, Assistant Superintendent for Teaching and Learning, Margaret Marotta, Assistant Superintendent for Pupil Personnel Services, Jill Conrad, Chief of Systems Strategy, Kristin Shaver, Business Manager, and Kelley Rice, Chief of Communications

Call to Order

Mayor Driscoll called the regular meeting of the Salem School Committee to order at 7:39 p.m.

Approval of the Agenda

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

Approval of Minutes

Deliberation and Vote on the Minutes of the Committee of the Whole (COW) Meeting Held February 12, 2018 – Tabled From 2/26/18

Mr. Fleming motioned to table the Minutes of the Committee of the Whole (COW) meeting held February 12, 2018 for the next regular School Committee meeting. Ms. Wilson seconded the Motion. The Motion carried. The Minutes remains tabled.

Deliberation and Vote on the Minutes of the Regular School Committee Meeting Held February 26, 2018

Mr. Fleming motioned to table the Minutes of the Regular School Committee meeting held February 26, 2018 for the next regular School Committee meeting. Ms. Wilson seconded the Motion. The Motion carried. The Minutes were tabled.

Questions and Comments From the Audience

Diana Vargas, 79 Willson Street, provided School Committee members with an outlined proposal handout and addressed the School Committee to talk about a Plan B. Ms. Vargas talked about the plan listed in the Superintendent’s recommendation to address segregation – A disproportionate number of Hispanic students at the Nathaniel Bowditch School as compared to the district’s average, the number of English Language Learners (ELLs) at the Bowditch School compared to the district’s percentage, the number of low-income economically disadvantaged students, and the low numbers of student performance on the standardized MCAS performance. Ms. Vargas explained that she and the community propose a Plan B to address the issues at the Nathaniel Bowditch School. Ms. Vargas read the proposal aloud. The recommendation was to merge the Nathaniel Bowditch with the Saltonstall School and to relocate the Horace Mann School to the former Saltonstall building. Ms. Vargas asked School Committee members to vote ‘No’ on the Superintendent’s proposal and instead vote to create a subgroup made up of School Council members from each school and School Community members that would dedicate time to

study their proposed Plan B for consideration of future vote and to move forward on a decision that affects students and families.

Ms. Avaris Velez, 197 North Street, spoke on behalf of students, friends, herself, and the Nathaniel Bowditch School and asked School Committee members to consider not closing the Nathaniel Bowditch School as students feel anxious and guilty that the school might close due to their not meeting grade levels. They are also concerned of the issue of bullying at the receiving schools and asked School Committee members to consider the future of the students.

Natalie Hernandez, student, 3 Sophia Road, shared that she has seen many teachers leave the Nathaniel Bowditch School over the past several years and fears more will as a result of the news that the school would be closing. Some teachers have stayed and she believes in them. The concern is that many students feel responsible for the problems and that they are to blame.

Angelise Segura, 5 Heritage Drive, a Nathaniel Bowditch School alumni, shared that Spanish was the only language she spoke fluently when she was registered at the school. The Nathaniel Bowditch School made her feel welcomed and all the faculty and students made her feel included. Ms. Segura continued sharing that she had many accomplishments and awards at the Nathaniel Bowditch School and has been successful, because of their support. She has been able to continue using the skills she learned at the Bowditch School to further her language as a sophomore in High School. Ms. Segura said that she would hate to see the Nathaniel Bowditch School close considering that is where she learned so much and has learned to become the person she is today. Ms. Segura asked School Committee members to please consider all the successful students from the Bowditch School when they make their final decision.

Peggy Fucillo, 4 Cedar Hill Road, Former Teacher at the Nathaniel Bowditch School, shared that the city of Salem has taken responsibility for allowing the Nathaniel Bowditch School to fail. Alternative plans have not been considered and it appears there is no room for compromise. Ms. Fucillo said that she listened to Nathaniel Bowditch School students - at a recent School Committee meeting - recount that they often help other students in their classes. She heard parents offering to tutor groups of students in their homes to help bring up scores at the Bowditch and was impacted by a student who asked School Committee members, "Why are you abandoning us?" Ms. Fucillo continued that she asked School Committee members last week to consider the psychological impact that closing the Nathaniel Bowditch School would have on its students. Ms. Fucillo walked School Committee members through an extensive list of proposed possible alternative options to consider.

Kathleen Coates, 51 Hawthorne Street, expressed her support for Superintendent Ruiz's plan to close the Nathaniel Bowditch School and the reassignment of students throughout the district. Ms. Coates continued sharing further details in favor of the plan.

Lisa Hansen-Damato, 53 Hawthorne Street, expressed her strong support of Superintendent Ruiz's proposal to dissolve the Nathaniel Bowditch School and move the Horace Mann Laboratory School to 79 Willson Street. Ms. Damato said she supports the plan and that it, if executed correctly, would benefit the students of the Nathaniel Bowditch and the Horace Mann Schools, thus the entire district. Ms. Damato continued sharing further details in favor of the proposal.

Amy Winkle Goise, 69 Linden Street, shared that her two children registered at the Nathaniel Bowditch School had a fantastic year and she would really feel sorry to see the school close. The Bowditch School Administration fosters a joy of learning and critical thinking. Ms. Goise asked School Committee members to think about that before they vote.

Yoleny Ynoa, Salem resident and parent of a Kindergarten student at the Nathaniel Bowditch School, stated that students should not pay for the mistakes of adults. Mr. Ynoa shared that the Bowditch School has a new principal to serve a 3-year term and students agree that the school has improved since then. Mr. Ynoa asked School Committee members to allow the new principal to continue his term and prove his ability to turn things around, and wait to see the results at the end of that two-year term. Mr. Ynoa said that parents and the community are hopeful that things would continue to improve and asked that they please do not close the school.

A member of the audience who did not disclose his name addressed School Committee members saying that students will remember their faces. He feels upset that his children were compelled to ask him to attend this School Committee meeting in support of the Nathaniel Bowditch School. He shared that the Salem population has grown and residents may choose to relocate due to the issues surrounding the closing of the school, something that would affect the Salem economy. He asked School Committee members to consider this, shared that the Nathaniel Bowditch School was doing well four years ago under a different Superintendent, and said that closing the school is not the right decision.

Fawaz Abusharkh, 4 Harrison Road, passed out a handout to School Committee members of a proposed possible alternate plan that would also help to preserve cultures, especially among the middle school students. Mr. Abusharkh explained the plan in detail and asked that all cultures be preserved.

Superintendent Report – Margarita Ruiz

Update and Information on Action Item Regarding the Nathaniel Bowditch and Horace Mann Laboratory Schools

Ms. Marotta read a statement addressed to everyone from Superintendent Ruiz of the reason for her absence this evening, because of unforeseen flight cancellation due to the unpredictable weather, and her affirmation on the recommendation proposal.

Ms. Carbone presented the information that School Committee members had asked for at the last meeting on behalf of Superintendent Ruiz.

Discussion

Mr. Fleming asked why a merger between the Nathaniel Bowditch School and Horace Mann Laboratory School would not be appropriate. Ms. Carbone responded that Superintendent Ruiz was concerned they happen to be the two lowest performing schools in the district. Mr. Fleming asked if they have considered merging one of the lowest performing schools with another higher performing school. Ms. Carbone responded that they believe that the Superintendent's current plan both meets the needs of students and dwells on the strengths of schools. Mayor Driscoll asked Ms. Carbone to share her insights on what they have done to try and improve the circumstances at the Nathaniel Bowditch School including additional resources and efforts and her view on where they stand today. Ms. Carbone responded that there have been many interventions as mentioned this evening in the presentation. Expanded learning time was brought into the school that offered additional common planning time for the teachers, which they knew was really essential. The importance of teacher collaboration, time to plan for quality instruction cannot be understated. The expanded learning time also offered time for intervention blocks for students so that they can target instruction to their needs and provided enrichment. Students were able to go to the YMCA and explore topics that were of interest to them. They have purchased personalized materials not just for the Nathaniel Bowditch School, but for all schools. Some of them are core materials that they have used across schools. They brought in new materials such as Foundations and science materials with social studies materials recently this year.

Ms. Carbone continued they also brought in Reach for Reading as a support at the K-3 levels, something that teachers were requesting and felt was a nice alignment to the materials that were being used in language instruction. Ms. Carbone said they had a teacher retreat every summer. It was a week for teachers to get together, collaborate with leadership, and plan for the school year. A lot of that time was focused around building a positive culture and establishing some common expectations across teaching staff to start the year off positively. Mayor Driscoll asked if these supports were only put in place at the Nathaniel Bowditch School as an additional resource. Ms. Carbone responded they were unique to the Bowditch School. Ms. Carbone continued they had a number of support staff, additional coaches, and tutors at the school throughout the years. Ms. Marotta confirmed Ms. Carbone's information.

Mr. Fleming asked why these have not worked. Ms. Carbone responded that she could not pinpoint an exact reason but thinks that it is a combination of factors, many of which have been talked about. One of them has been the issue of teacher and leadership retention and student mobility in and out of the school. Ms. Carbone continued that it is hard to say it is any one thing. The performance data shows that they have an issue on their hands. They have tried different things. They partnered with the union a few years back and worked hand-in-hand. They did a thorough review, much like the Department of Education would do at a school to help highlight and inform their turnaround planning. Ms. Carbone said that she feels that plan resulted in a good set of recommendations. She is at the school a lot and knows people are working hard and are committed to the students, but things are where they are.

Ms. Marotta added that they are distressed about what is occurring at the Nathaniel Bowditch School despite having put in place research-based interventions and additional staff and have tried everything they know how to do and were taught to do throughout their education. They are at a loss and are really concerned for the future of the students that are attending the Bowditch School. They believe that they have to do something drastic in order for the students who are currently there to have the future and educational success that they deserve. Ms. Nuncio explained her concerns and commented that they would have to carefully consider student exits, or how students transition from this situation, if they were to approve the plan, because despite the affirmations that the issues are related to a systemic failure, students still seem to think that they were the ones who failed. She is concerned and struggles with that. Mayor Driscoll stated she does not think this defines the students at the Nathaniel Bowditch School, but it is a data point that they cannot ignore. Ms. Driscoll talked about what happened with the Bentley and the Carlton school and their turnarounds. They focused on what is in the best interest of the students. Ms. Driscoll continued that it is not about the school but the students; it is all about the students. Members continued further discussion.

Action Item

Deliberation and Vote on the Superintendent's Recommendation to Close the Nathaniel Bowditch School and Transfer all Students to Other Schools in the District and to Relocate the Horace Mann Laboratory School to the Building Located at 79 Willson Street in Salem – Tabled From February 26, 2018

Mr. Fleming motioned to take the deliberation and vote on the Superintendent's proposal off the table. Ms. Wilson seconded the motion. The motion to take the tabled action item off the table carried.

Discussion

Mayor Driscoll commented they have tried to listen and understand both concerns expressed by members of the public, teachers in the building, parents (including one-on-one conversations), families, staff (including one-on-one conversations), members of the School Committee, and the present body to try and understand how they could move forward as members of the district. Ms. Driscoll continued this is very

hard and emotional. She offered to read a summary of the Action Item that could hopefully take into consideration some of the concerns that were raised.

Mayor Driscoll asked Ms. Rice to pass out handouts - of an amendment to the Superintendent's proposal, to - anyone who needs a copy and said that she is looking forward to a fresh start for the students of the Nathaniel Bowditch and Horace Mann Laboratory Schools, as well as their staffs. Mayor Driscoll read the amendment aloud for everyone that would address the concerns of all and include a new name for the building at 79 Willson Street building, the implementation of the Fresh Start plan for Nathaniel Bowditch and Horace Mann schools, and new Subcommittee entitled the Educational Equity Subcommittee. Mr. Fleming asked for clarification on whether this is an amendment. Mayor Driscoll responded she is not sure if it is a combination of both an amendment and part of the action item combined, she would accept it as an amendment, and commented this is a summary of the Action Item. Mayor Driscoll entertained a motion to adopt the Superintendent's amended recommendation as a proposal for the School Committee to move forward on.

Ms. Manning motioned to accept and adopt the Fresh Start of the Nathaniel Bowditch School. Ms. Wilson seconded the motion. The motion carried.

Ms. Nuncio asked for Spanish translation of the document to provide to audience members. Members agreed translation would be done live simultaneously.

Amendments Made to the Superintendent's Proposal

School Committee members made further amendments to the Fresh Start Amendment to the Superintendent's proposal before approving.

Mr. Fleming asked if the wording for Section #4 could be changed from "will make every effort" to "shall maximize and prioritize seats available"

Ms. Campbell asked if similar wording could be used for Section #5 pertaining to Horace Mann families by changing the language from "will make every effort" to "shall."

Mayor Driscoll wanted to affirm that both changes would be made but that the assignments would be made in a way that is consistent with the current student assignment policy.

Mr. Cruz asked if the language of Section #1 could be amended to add "...and available spaces at Saltonstall" as well as language at the end saying "...in a manner that is consistent with the Student Assignment policy." Mr. Cruz also asked if the categories of "sexual orientation, students with disabilities or special needs" could be added to the list pertaining to the goal of receiving an equitable education in Section #9.

Ms. Manning asked for clarification on the end date for the monthly updates mentioned in Section #8. After some discussion, the Committee opted to add language "through the end of the 2018 calendar year." Mr. Cruz also asked if language focused on the placement of current support staff could be included in Section #7.

Mr. Fleming stated that Bowditch staff members should be able to stay at the Willson Street building if they wanted to. Mayor Driscoll countered that doing this would run counter to staffing procedures within their own collective bargaining agreements. No language was added. The members voted to approve them as one package once all of the amendments were discussed.

Mr. Fleming motioned to approve the amendments as offered previously. Ms. Manning seconded the motion. The motion carried.

Deliberation and Vote Discussion

Ms. Wilson read a prepared statement aloud in favor of the need for change at the Nathaniel Bowditch School and listed reasons why. Ms. Nuncio suggested discussion on the idea of a choice for a new school name to give it a fresh start. Mr. Fleming said they are not voting on the Superintendent’s recommendation, but on the new amended document. Ms. Manning said she would vote in support of the fresh start and took a minute to explain her reasons.

Ms. Campbell explained that the necessary changes have been put in place, she has taken into account all that has been said, and emphasized that work is just beginning. They are responsible, with the proper supports in place, to follow through with careful, continuous observance. Mr. Cruz spoke in favor of families and what they have gone through, agreed with Ms. Manning that students are very resilient, and personally addressed the students by sharing his experience in the school system. He wants students to know they are “Ruby Bridges,” (like the inspirational character in a movie that he had seen), and hopes they will apply to be student representatives. They have a voice; he has heard them. Mr. Cruz continued explaining actions they would follow through with to provide proper support.

Vote to Approve the “Fresh Start” Amendment to the Superintendent’s Recommendation to Close the Nathaniel Bowditch School and Transfer all Students to Other Schools in the District and to Relocate the Horace Mann Laboratory School to the Building Located at 79 Willson Street in Salem.

School Committee Secretary Roll Call:

Ms. Mary Manning	Yes
Mr. James Fleming	No
Ms. Kristine Wilson	Yes
Ms. Ana Nuncio	Yes
Mr. Manny Cruz	Yes
Ms. Amanda Campbell	Yes
Mayor Kimberley Driscoll	Yes

Of the 7 members voting, six (6) voted ‘Yes’ and one (1) member voted ‘No.’ The matter was approved.

Finance Report

a. Approval of Warrants

March 8, 2018 in the amount of \$490, 678.81

Mr. Fleming motioned to approve the warrant in the amount listed on the Agenda. Ms. Campbell seconded the motion. The Motion was approved.

b. Budget Transfers - There were no budget transfers.

Subcommittee Reports - There were no Subcommittee reports.

School Committee Concerns and Resolutions

There were no School Committee concerns or resolutions.

Questions and Comments From the Audience

Andrea French, 7 Cleveland Road, notified that CPAC has an upcoming event this month, on March 12, 2018 at Salem High School from 6:30 to 8:30pm. It is for students who are transitioning into graduation or aging out of services. There would be a presentation from the Federation for Children with Special Needs. Translation and childcare services would be provided. Anyone with questions can search for Salem CPAC on Facebook and one of the 3 Eboard members would answer their questions.

Fawaz Abusharkh, 4 Harrison Road, shared that the Superintendent's proposal was tweaked a bit this evening with the amendments; he still does not think they gave the community what they want, and feels they should have studied the proposal further and have more community input before having a vote today. Mr. Abusharkh shared his disappointment with School Committee members.

Stevie Brandenburg, 84 Barstow Street, reflected on Salem's own history. She would hate to see this happen again. This is going to be very traumatic for students. Ms. Brandenburg continued they need to remember and consider that students would face fear every morning as they prepare to enter the new schools.

Adjournment

There being no further business to come before the School Committee this evening, Mr. Fleming 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 Agenda March 8, 2018
Minutes of the February 12, 2018 Committee of the Whole (COW) Meeting
Minutes of the February 28, 2018 Regular School Committee Meeting
Presentation to School Committee
School Committee Resolution – A Fresh Start for Bowditch and Horace Mann Students and Staff

The SHS Learning Commons: A Vision for the Future

(draft March 2018)

Salem Public Schools Strategic Plan

The Salem Public Schools completed a strategic planning process in 2016-17 that resulted in an exciting and challenging series of recommendations intended to set the stage for the high school redesign process. Integral to that process is a re-envisioning of the traditional library and its staff, from “protectors of information and resources to advocates for unfettered access to information and resources”¹ for all users.

A 21st Century Learning Commons

High school provides us with an invaluable opportunity to ensure that all students are fully equipped with the information literacy and technology skills needed for success in college and the workplace and with an appreciation of reading as a meaningful and enjoyable pursuit that will enrich their adult lives.

With this goal in mind, we are rethinking the current library model and imagining a vision for a 21st century Learning Commons¹, a centralized and collaborative hub in which all users are provided with access to information, resources, current technology, and workspaces that support learning and the creation of new knowledge. Additionally, a Learning Commons is a space that supports and enhances students’ appreciation of the importance of recreational reading to their overall quality of life.

The Current State of the SHS Instructional Media Center (IMC)

Currently, the high school’s Instructional Media Center consists of two carpeted floors (level 1 - 6552 sq. ft., level 2 - 4658 sq. ft.) and contains the furniture and technology listed below:

- Two-sided shelving that houses circulating fiction and nonfiction collections, both of which need updating, and a reference collection that is seldom used
- 12 white desktop computers, old enough that they no longer support digital classroom technology
- 7 newer large-screen Mac desktop computers
- 2 desktop computers at the Circulation Desk area - one white (older) computer, and another newer large-screen Mac desktop computer
- 2 large rectangular tables that seat 8 students, and 18 tables that seat 4 students
- An open second-floor workspace that currently houses a dated computer lab, including 28 white desktop computers, as well as many desks, a few tables, and some shelving

From Library to Learning Commons

The vision for this collaborative learning environment includes:

Collection

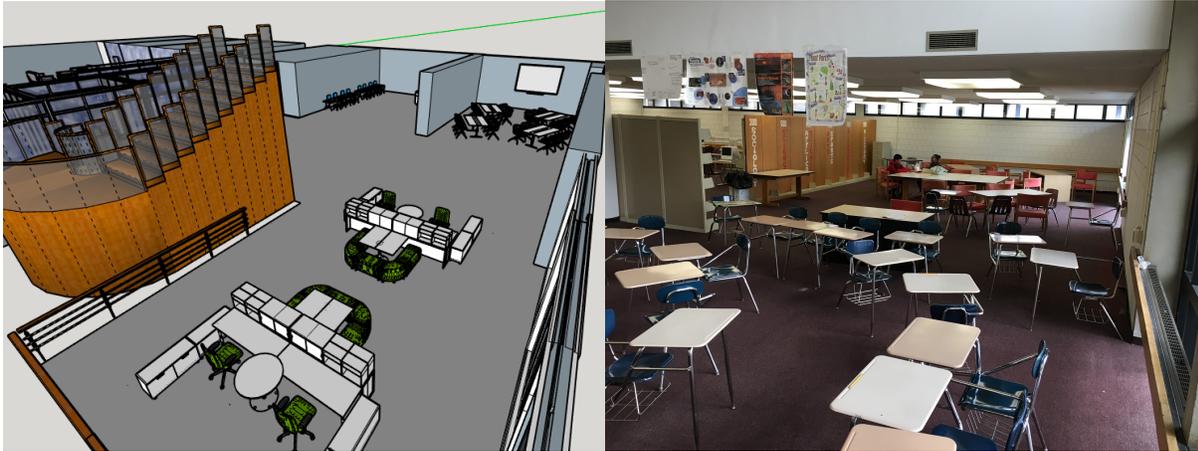
A robust, growing and current collection, including informational and literary text in both print and digital formats, supporting all areas of the SHS curriculum, that instills and fosters in students an understanding of the pleasures of recreational reading, especially during the summer months and vacation/break periods throughout the school year. The collection will reflect cultural and linguistic diversity. These collections will also be available to students and to content area teachers who wish to strengthen their classroom text collections.

¹ The Learning Commons: Seven Simple Steps to Transform Your Library, by Pamela Colburn Harland, p. xiv.

Space

Ideally the Learning Commons would be updated with the following furniture to support individual and small group work, including but not limited to:

- Flexible furniture, including seating and work surfaces that can be easily combined for group work, separated for solitary reading, writing, research study. Furniture should accommodate a variety of workspace configurations.



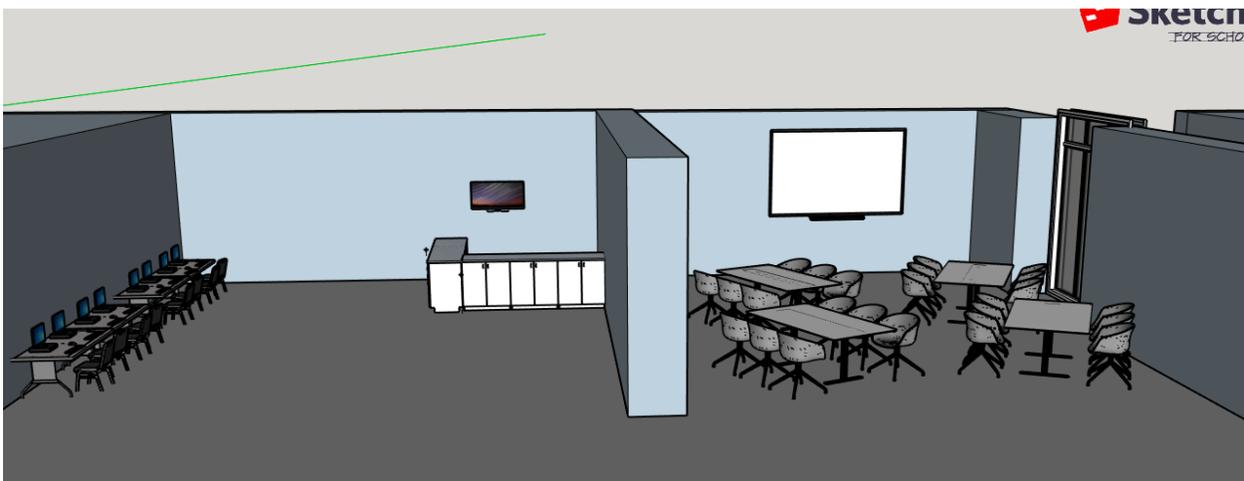
- Easily accessible charging stations, for students' and staff members' school-issued and personal devices.
- Portable displays for print books and magazines, that can accommodate a variety of workspace configurations.

Programming

Our vision of the learning commons includes ongoing opportunities for students and staff to engage in discussions of high-quality texts, videos such as Ted Talks, and other content. Training sessions in the use of apps and other online tools and resources will be scheduled throughout the year and accessible to students during lunch periods, after school, and during evening programming. These sessions will be developed and hosted by students, staff members, and members of the community and will be held in the small and large group work meeting spaces featured in the learning commons.

Support

Our vision of a 21st century learning commons includes a support area or "genius bar" that is staffed by SHS student interns known as "technology ambassadors". At this service counter, staff and students can access technical support for hardware, software/apps, and networking issues.



Internships

“Genius bar” intern positions will be made available to students in grades 11 and 12 and will require submission of an application and resume and an interview with a team that includes the Director of Digital Teaching & Learning, the SHS librarian, selected teachers, at least one administrator, the Internship Coordinator, and a member of the district’s ITS staff. Training for these interns will be made possible with support from IT and the Director of Digital Learning.

Additional internships could include a team of student curators who are voracious readers, knowledgeable about the learning commons collection, and have a sincere interest in its further development in both print and digital formats. Opportunities for these in-house intern positions will be made available to students in grades 10-12 and will require submission of an application, resume, two book reviews, and an interview with a team that includes the SHS librarian, selected teachers, at least one administrator, and the Internship Coordinator.

Partnerships

The opportunities for closer collaboration with Salem Public Library (SPL) are boundless. For example, SPS could collaborate with SPL on the distribution of library cards to all SHS students. This would allow SHS students to take advantage of SPL’s marvelous text collections as well as, the collections of all public libraries in the NOBLE network. Another untapped part of a SPS and SPL partnership is the interlibrary loan and delivery services between SHS and SPL which can enhance student and teacher access to a wide variety of resources.



Excellent Language Learning An Update from the ELL Department

Pillar 1: Vibrant K-12 Teaching and
Learning Ecosystem

Current Instruction for ELLs: SEI + ELD

- ELLs of all levels at all schools
- SEI PD
 - Dominican Republic Study Group
 - Español para Educadores
 - Project-based learning for ELLs
 - New Teacher PD
- SEI School-based Workshops this Spring
 - Bates and Witchcraft



ELD: English Language Development

- Monthly K-12 Teacher PD
- Salem High Newcomer Program
- February ELL Vacation Academy
- Summer ELL Academy
- April Curriculum Workshop



Language Opportunities for Our Kids (LOOK) Bill

- Dual Language Task Force
- World Language Review
- Seal of Biliteracy



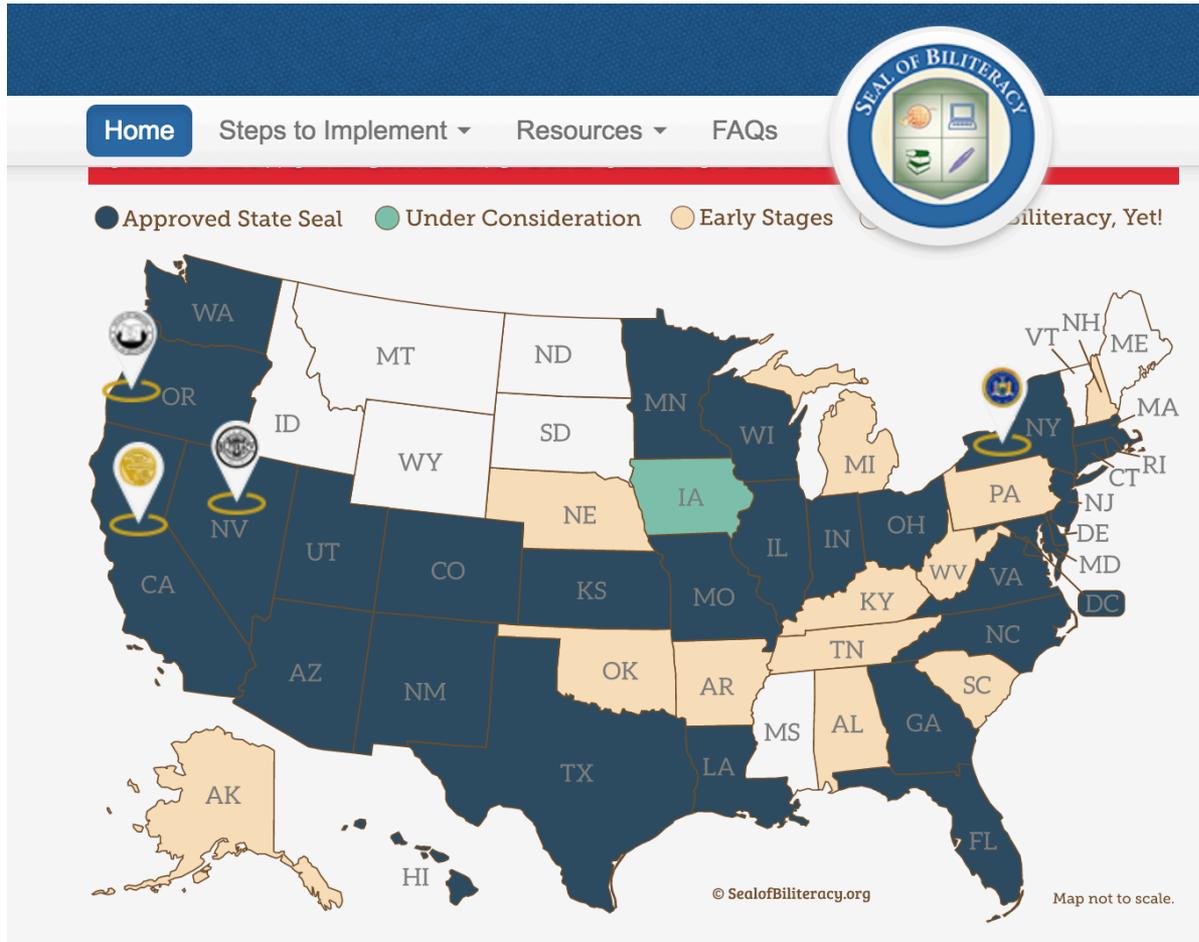
Seal of Biliteracy

The Seal of Biliteracy is “an award made by a state department of education or local district to recognize a student who has attained proficiency in English and one or more other world languages by high school graduation.”

- *American Council on the Teaching of Foreign Languages
ACTF*



Seal Recognized in 28 states and DC



More than 90 schools and districts are participating in MA this year

Benefits of the Seal

- Nationally recognized
- Evidence to universities and businesses of 21st century skills
- Asset based-approach for ELLs
- World/Foreign language learning is more meaningful



Earning the Seal

Students must demonstrate proficiency in English from MCAS or ACCESS for ELLs and in a partner language show the following proficiency levels on a standardized test

Biliteracy Attainment Award	Silver Seal Award	Gold Seal Award	Platinum Seal Award
intermediate-low proficiency level	intermediate-mid proficiency level	intermediate-high proficiency	advanced-low proficiency level or higher

Portfolio option available for low incidence languages and students with accommodations

Conferring the Seal in Salem

- Task Force Assembled in the Fall
- Pilot at Salem High, 2018
- Full roll-out for Juniors and Seniors, 2019
- Middle School Seal for 8th grade, 2019
- Seal Exam available to any interested student with a partner language
- Cost = \$22/student for Test and Seal



March 7, 2018

Dear School Committee Members,

I would like to request your approval to move forward with the planning of the 2018 SHS After-Prom party. This will be the 18th annual event. We are a group of parent, staff and community volunteers working together in hopes of creating a safe and fun night for the students. We will provide bus transportation from the prom to the YMCA, and then back to Salem High for breakfast the next morning. All volunteers will be CORI checked. I have attached our fundraising letter and parental permission form for your review.

Thank You,

Tania Skeffington
Parent Volunteer

SHS After-Prom Celebration 2018

May 25th 2018 11:30pm to May 26th 5:00am

Swimming * MUSIC * FOOD * BINGO & MORE!

Senior Student Name _____ Shirt Size XL L M S

Guest (if not SHS senior) _____

This event is paid for with funds raised by parents. We ask each family to donate money or market basket gift cards. Please send in your donation to Salem High, attention Lisa Mansfield.

If you can help with set up, chaperoning or breakfast please contact Taniaskeff@comcast.net or call (978) 595-6910

Mandatory transportation will be provided from the prom to the YMCA and from the YMCA back to school. No students will be allowed to leave the party prior to 5:00am unless picked up and signed out by a parent. Please drop students off at school the night before and make arrangements for transportation at 5:00am on Saturday. Students will be served breakfast in the front lobby, where they can be picked up.

All rules in the SHS handbook apply and personal possessions may be searched. Parents and authorities will be notified of any drug or alcohol violations.

I give permission for my child to attend the SHS After-Prom Celebration, which will be held at the Lynch Van Otterloo YMCA from 11:30pm until 4:30am and then breakfast from 4:30am to 5:00am at Salem High School. I also understand that every precaution is taken to protect the safety of the students. I agree to my son/daughter's medical emergency treatment in the event that I cannot be reached.

Senior Parent (print) _____

Senior Parent (signature) _____ **Date** _____

Emergency Phone _____

Guest Parent (print) _____

Guest Parent (signature) _____ Date _____

Emergency Phone _____

Please be sure to fill out this form and return it to Ms. Mansfield by May 11th.

No students will be allowed to enter the party unless this form is on file.



Salem Public Schools
BATES, BOWDITCH, COLLINS, ECC, HMLS, SHS, SALEM PREP, WHES
2018 - 2019 School Calendar

AUGUST 2018						
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SEPTEMBER 2018						
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OCTOBER 2018						
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NOVEMBER 2018						
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August

- 21 – 22 New Teacher Orientation
- 28 – 30 Professional Development Day (full)

September

- 3 – Labor Day
- 4 – Professional Development Day (full)
- 5 – First Day grs. 1-12
- 7 – Pre-K parent/child orientation
- 11 – First day for Pre-K and Kindergarten
- 26 – Professional Development Day (half)

October

- 8 – Columbus Day
- 31 - Professional Development Day (half)

November

- 6 – Professional Development Day (full)
- 12 – Veterans' Day observed
- 21 – ½ day before Thanksgiving
- 22 - 23 - Thanksgiving Break

December

- 5 - Professional Development Day (half)
- 19 - Professional Development Day (half)
- 24 - 31 - Winter Break

January

- 1 – New Year's Day
- 21 – Dr. Martin L. King Day
- 30 – Professional Development Day (half)

February

- 18 – 22 – February Vacation

March

- 20 – Professional Development Day (half)

April

- 5 - Professional Development Day (half)
- 15 – 19 – April Vacation

May

- 27 - Memorial Day

June

- 13 – Last day of school for Pre-k and K
- 17 – Last day of school / PD Day (half) (pending snow days)
- 18-21 & 24 - Snow day make up as needed

JANUARY 2019						
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APRIL 2019						
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MAY 2019						
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	First Day grs. 1-12		First day for Pre-K and Kindergarten
	Schools Closed: Holiday or Vacation		Pre-K parent/child orientation
	Schools Closed: Staff Report, Professional Development		Last day Pre-K and K (pending snow days)
	Half Day: Professional Development		Snow days – make up as needed
	Half Day: ½ day before Holiday / Last Day of School (pending snow days)		

DRAFT Carlton Innovation School | 2018-2019 CALENDAR

- 27 - PDD
- 28 - PDD
- 29 - First day Grs. 1-5
- 30 - K parent night
- 31- PD half day

AUGUST '18						
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- 18-22 February vacation

- 3 - Labor Day
- 4 - Kindergarten first day
- 26 - PD half day

SEPTEMBER '18						
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MARCH '19						
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- 1 - Transition day/PDD (meetings)
- 4- New trimester
- 8 - Report cards go home
- 20 - PD half day (parent conferences)

- 8 -Columbus Day
- 31- PD half day

OCTOBER '18						
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APRIL '19						
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- 5 - PD half day
- 15-19 - April Vacation

- 12 - Veterans' Day observed
- 16 - Transition day/ PDD (meetings)
- 21 - Thanksgiving early release
- 22-23 Thanksgiving break
- 26 - New Trimester
- 30 - Report cards go home

NOVEMBER '18						
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MAY '19						
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- 27 - Memorial Day

- 5 - PD half day (Parent conferences)
- 21 - Winter Break starts

DECEMBER '18						
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- 4- Transition day/PDD
- 12 -Last day for P1
- 14 - last day of school

- 1- New Year's Day
- 21 - M.L. King Day
- 30 - PD half day

JANUARY '19						
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- Professional Days
- First day students 1-5
- Half Days District
- Half day holiday/last day
- First/Last day P1
- Transition Days no students
- Holiday no school

New Trimester



Salem Public Schools Saltonstall 2018 - 2019 School Calendar

AUGUST 2018						
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OCTOBER 2018						
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NOVEMBER 2018						
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DECEMBER 2018						
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30	31					

August

- 21 – 22 New Teacher Orientation
- 28 – 30 Professional Development Day (full)

September

- 3– Labor Day
- 4 – Professional Development Day (full)
- 5 – First Day grs. 1-12
- 7 – Pre-K parent/child orientation
- 11 – First day for Pre-K and Kindergarten
- 26 – Professional Development Day (half)

October

- 8– Columbus Day
- 17 – Professional Development Day (half)
- 29-31- Intersession

November

- 1-2 – Intersession Cont.
- 6 – Professional Development Day (full)
- 12 – Veterans' Day observed
- 21 – ½ day before Thanksgiving
- 22 - 23 - Thanksgiving Break

December

- 5 – Professional Development Day (half)
- 19 - Professional Development Day (half)
- 24 - 31 - Winter Break

January

- 1 – New Year's Day
- 21 – Dr. Martin L. King Day
- 30 – Professional Development Day (half)

February

- 18 – 22 – February Vacation

March

- 20 – Professional Development Day (half)

April

- 5 - Professional Development Day (half)
- 15 – 19 – April Vacation

May

- 27 - Memorial Day

June

- 20 – Last day of school for Pre-k and K
- 24 – Last day of school / PD Day (half) (pending snow days)
- 25-28 & April 19 - Snow day make up as needed

JANUARY 2019						
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27	28	29	30	31		

FEBRUARY 2019						
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MARCH 2019						
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31						

APRIL 2019						
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MAY 2019						
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JUNE 2019						
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	First Day grs. 1-12		First day for Pre-K and Kindergarten
	Schools Closed: Holiday or Vacation		Pre-K parent/child orientation
	Schools Closed: Staff Report, Professional Development		Last day Pre-K and K (pending snow days)
	Half Day: Professional Development		Snow days – make up in order as needed 6/25-6/28 & April 19
	Half Day: ½ day before Holiday / Last Day of School (pending snow days)		

New Liberty Innovation School (created 2/20/2018)

2018-2019 School Calendar

August 2018						
Su	M	Tu	W	Th	F	Sa
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September 2018						
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October 2018						
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November 2018						
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December 2018						
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January 2019						
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February 2019						
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March 2019						
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31						

April 2019						
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May 2019						
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June 2019						
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23	24	25	26	27	28	29
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July 2019						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

- School Closed - Vacation/holiday for staff and students
- Snow Days, if needed
- Tentative Summer School Sched

- PD Staff Professional Development Day (No school for student)
- Early Release Days (School ends at 1:30)
- Beginning and end of each trimester and December Symp

Trimester 1: 9/5/18-11/21/18 (11 wks)
Symposium: 11/26/18-12/21/18 (4 wks)
Trimester 2: 1/2/19-3/29/19 (11.5 wks)
Trimester 3: 4/1/19-6/14/19 (10 wks)

RECEIVED

MAR 06 2018

S.P.S.
Supt.'s Office

Salem School Committee
29 Highland Avenue
Salem MA 01970

Dear School Committee,

On behalf of the Salem Firefighters and the Kevin O'Boyle Scholarship Fund we would like to thank the School Committee for approving the use of Bertram Field and the waiver of the use fees last August for the first Kevin O'Boyle Bootcamp fundraiser.

In the past, the Scholarship Committee would host a road race to raise funds for the scholarships. Due to circumstances beyond our control the road race did not happen last year. Salem Firefighters took this opportunity to change the type of fundraising activity and decided to do a bootcamp type workout at Bertram Field. The workout was put together by myself and my wife Patty. Firefighters and their family members were invited to participate and \$600 was raised.

We would like to continue with this event to remember our brother Firefighter Kevin and continue to award a scholarship in his name to a graduating senior from Salem High School. Kevin was a Salem Firefighter and also served two tours in Afghanistan.

We are requesting the use of Bertram Field on August 18, 2018 and that the use fee be waived. This date coincides with our annual gathering at Winter Island which has other activities to help raise funds for the scholarship.

I can be reached at 1-978-375-5262 if the Committee has any questions or needs any additional information.

Respectfully submitted,



Dennis A. Levasseur
Deputy Fire Chief
Salem Fire Department

MAR 06 2018

THE SALEM PUBLIC SCHOOLS
Request for Use of School Facilities

S.P.S.
Supt.'s Office

Date: 2-16-18

FACILITY: Bertram Field
EVENT DATE: August 18, 2018 RENTAL TIME: 9:00 am - 11:00 am
PERFORMANCE TIME: 9:30am HEAT REQUIRED A/C REQUIRED
PROGRAM DESCRIPTION: Fitness Program Fundraiser
APPROXIMATE AUDIENCE SIZE: 100 ADMISSION CHARGE: _____
SUBMITTED BY: Deputy Chief Dennis Levasseur (Contact Person)
TELEPHONE: 978-375-5262 (Day/Evening)
REPRESENTING: Salem Fire Fighters (Agency/Group)
ADDRESS: 48 Lafayette St.
CITY: Salem STATE: MA ZIP CODE: 01970
FAX NO.: _____ CELL PHONE NO.: 978-375-5262
EMAIL: dlevasseur@salem.com

EQUIPMENT OR SPECIAL NEEDS REQUIRED:

Bleachers, seating, allow ample time between events for set-up/break-down. All requests for the use of school department equipment must be listed on this rental application form, example: sound system, chairs, etc. (Additional charges may apply.)

None

USAGE FEES: (will be requesting a waiver from the school committee)

FACILITY FEE:

CUSTODIAL FEE:

Base Charge (4 Hour Minimum): _____
Hourly Charge (\$30.00 Per Hour): _____
Additional Hours Required: _____
Total Rental Fee: _____

Number of Custodians Required: _____
Hourly Rate: \$41.13
Total Approximate Man Hours: _____
Total Custodial Fee: _____

Please issue a payment check made payable to the Salem School Department Facility Rental.

- 1. Facility Usage Fee: \$ _____
- 2. Custodial Service Fee: \$ _____
- 3. Total Amount Due: \$ _____

NOTE: Due to unforeseen circumstances, the rescheduling of non-school rental activities may be necessary. School sponsored activities shall take precedence over any and all non-school functions.

I affirm that the group I represent will abide by the letter and spirit of the rules and regulations governing the use of school facilities including all vehicle parking and traffic regulations at each facility.

Signature of Applicant: Dennis Levasseur
Approval of Building Principal: _____
Approval Building Services: _____

Date: 2-16-18
Date: _____

Cc: Principal: _____
Sr. Custodian: _____
Originator: _____
File: _____

Please submit request form by facsimile transmission to: 978-740-1117

Dr. James L. Picone
25 Beach Avenue
Salem, MA 01970
978-744-3857
jlpicone@gmail.com

Objective

To continue my involvement in Massachusetts Public Education

Experience

August 2013-April 2015. Acting Director of Finance at Northeast Metropolitan Regional Vocational School in Wakefield, MA.

October 2012-June 2013. Acting School Business Administrator for Newburyport Public Schools.

September 2011-June 2012. Acting Director of Finance and Administration for Georgetown Public Schools.

December 1, 2010 September 30, 2011. Acting School Business Administrator for Salem Massachusetts Public Schools.

November 2009-November 2010. Acting Executive Director for SEEM Education Collaborative in Stoneham, MA.

June 2009-September 2009. Acting Director of Finance for Winchester Public Schools.

2002-2008 Burlington Public Schools, Burlington, MA 01803

Superintendent of Schools

- 500 employees
- 3,700 students
- \$33 million school budget

1988-2002-Burlington Public Schools, Burlington, MA 01803

Assistant Superintendent for Business and Finance

- Responsible for school budget, school transportation, school food service, school buildings and grounds, contract negotiations for 110 support staff members.

1982-1988-Peabody School Department, Peabody, MA 01960

School Business Administrator

- Responsible for school budget, school transportation, school food service, school buildings and grounds, contract negotiations for 175 support staff members

1975-1982-Peabody School Department, Peabody, MA 01960

Assistant to Principal-Peabody High School.

- Responsible for high school budget, student activities, high school transportation, high school food service, assist with school discipline.

1971-1975-Peabody School Department, Peabody, MA 01960

Teacher of Business Subjects

- Taught Business Law and Accounting to students in grade 10, 11, and 12.

1969-1971-Bryant-McIntosh Junior College, Lawrence, MA

Instructor of Accounting

Taught Accounting 1 and Accounting 11 to students majoring in Business Administration

Other Financial Assignments

- 1974-1984-Weyland & Coughlin CPA Firm, Lynn, MA
(part-time staff accountant in Auditing and Tax Department)

Education

1993-Boston College, Chestnut Hill, MA.

- Ed.D. In Educational Administration

1974-Suffolk University, Boston, MA.

- MA in Secondary Education

1969-Salem State College, Salem, MA

- BS in Business Education



Salem Youth Football & Cheering, Inc. / PO Box 298 , Salem MA 01970

To: The Salem School Committee

From: Ron Miano

Subject: Bertram Field

Date: July 18, 2018

To the Salem School Committee,

As you are aware the Salem Youth Football and Cheering program has had the good fortune of playing our home Football games at Bertram Field over the last 11 seasons. We are looking forward to playing our 2017 schedule at Bertram Field as well. We hope that the arrangement we have had with the City over the past three seasons will apply going forward.

You the School Committee have generously waived the rental fee; have allowed us use of the score board, PA system and the Concession area. All of these amenities are operated by adult volunteers and monitored throughout the day by our dedicated Executive Board members. We do pay the custodial fee for the dates we are there.

Since I took on the role as President of the SYF&C our partnership with the City has been mutually beneficial. We have experienced growth in both football and cheer programs, along with a good deal of success as a program. We continue to develop quality kids as well football players and Cheerleaders better prepared for their High School experience as a result. The opportunity to play our games at Bertram allows us to give our families as well as the visiting families a great experience when playing at Bertram Field.This is a very positive reflection on the City of Salem.

I ask that you continue to allow our program the use of Bertram field under our current agreement. I also invite you all out to catch a game and see what we are doing with these kids.

Regards,

Ron Miano

Salem Youth Football & Cheering, Inc. PO Box 268 Salem, MA 01970

REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

REQUIRED VOTES

If the SOI is being submitted by a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen **OR** the Board of Selectmen/equivalent governing body **AND** the School Committee.

If the SOI is being submitted by a regional school district, a vote in the following form is required from the Regional School Committee only.

**Current votes for each SOI submission are required.*

FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on March 19, 2018, 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 no later than April 6, 2018 for the Salem High School located at 77 Willson Street, Salem, MA 01970 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 or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, 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/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

DOCUMENTATION OF VOTE

Documentation of each vote must be submitted **in hard copy** to the MSBA as follows:

- 1) For the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body, a copy of the text of the vote must be submitted **with a certification** of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.
- 2) For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted **with the original signature** of the Committee Chairperson.

Memorandum

To: Ms. Margarita Ruiz, Superintendent of Schools
CC: file
From: David J. Angeramo, Salem High Principal
Date: March 8, 2018
Re: ROTC - Out-of-State Field Trip Request

This is to recommend the Salem High JR. R.O.T.C be given permission to attend a five-day field trip to Naval Station, Newport, Rhode Island. This trip will take place June 25-29, 2018. The trip will be chaperoned by 1st Sgt. David Grinstead, Sr., and two teachers all have had a CORI /fingerprinted. A list of 25-30 students with permission slips/health records is available if needed. The students & chaperones will travel by a private bus vendor. Accommodations are free at the Newport Naval Station, Newport, RI. We look forward to receiving your official approval.

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 HS	Date of Request	Date of Field Trip	
Coordinator	1st Sgt Grinstead	6 MAR 18	25-29 June 2018	
Coordinator Contact Info	Phone: 302-569-2256 Email: davidgrinstead@saalem.k12.org	Total Number of Students	Departure Time	Return Time
Grade Level(s)	9-12	25-30	0700	1800
Destination <small>Please identify that place AND the specific location and address for the trip.</small>	690 Peary St. New Port, RI 02841	Location and Duration		
		<input type="checkbox"/> Local trip within Salem/North Shore <input type="checkbox"/> In-state - within MA <input checked="" 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

Instructional Alignment <input checked="" type="checkbox"/> Alignment: The trip is aligned to standards <input checked="" type="checkbox"/> Preparation Plan: Students will be prepared for trip <input checked="" type="checkbox"/> Post-Trip Plan: Students will synthesize learning Comments:	Accessibility and Inclusion for All Students <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 Comments:
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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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
School Nurse Signature:		Date: 3/9/18

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 checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No How many? _____
Comments:		

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: _____
NATIONAL GO BUS		
If SPS Bus needed, please specify the following information:	Pick Up Time: Pick Up Location:	Return Time: Return Location:

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?	CORI 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 checked="" type="checkbox"/> Yes <input 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:	Date: 3/9/18
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Memorandum

To: Ms. Margarita Ruiz, Superintendent of Schools
CC: file
From: David J. Angeramo, Salem High Principal 
Date: March 8, 2018
Re: ROTC - Field Trip Request

This is to recommend the Salem High JR. R.O.T.C be given permission to attend a three-day field trip to Leadership Camp in Sandwich, MA. This trip will take place April 16-18, 2018. The trip will be chaperoned by 1st Sgt. David Grinstead, Sr., and two teachers all have had a CORI /fingerprinted. A list of 30-40 students with permission slips/health records is available if needed. The students & chaperones will travel by a private bus vendor. Accommodations are free at Camp Edwards, Sandwich, MA. We look forward to receiving your official approval.

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 H.S	Date of Request	Date of Field Trip	
Coordinator	1st Sgt Grinstead	5 MAR 18	16-17 APRIL 18	
Coordinator Contact Info	Phone: 302-569-2256 Email: davidgrinsteadsr@salemk12.org	Total Number of Students	Departure Time	Return Time
Grade Level(s)	9-12	30-40	0630	2100
Destination <small>Please identify that place AND the specific location and address for the trip.</small>	NO 2816 Richardson Rd. Sandwich, MASS / CAMP Edwards Leadership Camp Durin April Break	Location and Duration		
		<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

Instructional Alignment <input checked="" type="checkbox"/> Alignment: The trip is aligned to standards <input checked="" type="checkbox"/> Preparation Plan: Students will be prepared for trip <input checked="" type="checkbox"/> Post-Trip Plan: Students will synthesize learning Comments:	Accessibility and Inclusion for All Students <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 Comments:
---	---

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>Karen Ann RN</i>		Date: 3/9/18

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 checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No How many? _____
Comments:		

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: _____
NATIONAL GD BUS		
If SPS Bus needed, please specify the following information:	Pick Up Time: Pick Up Location:	Return Time: Return Location:

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?	CORI 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 checked="" type="checkbox"/> Yes <input 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: 3/9/18
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Memorandum

To: Ms. Margarita Ruiz, Superintendent of Schools
CC: file
From: David J. Angeramo, Salem High Principal 
Date: March 8, 2018
Re: ROTC Field Trip Request

This is to recommend the Salem High JR. R.O.T.C be given permission to attend a two-day field trip to Camp Curtis in Reading, MA. This trip will take place May 18-20, 2018. The trip will be chaperoned by 1st Sgt. David Grinstead, Sr., and two teachers all have had a CORI /fingerprinted. A list of 30 students with permission slips/health records is available if needed. The students & chaperones will travel by a private bus vendor. Accommodations are free at Camp Curtis, Reading, MA. We look forward to receiving your official approval.

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 H.S.	Date of Request	Date of Field Trip	
Coordinator	1st Sgt Grinstead	5 MAR 18	18-20 MAY 18	
Coordinator Contact Info	Phone: 302-569-2256 Email: david.grinsteadse@salem.k12.org	Total Number of Students	Departure Time	Return Time
Grade Level(s)	9-12	30	1045	1800
Destination <small>Please Identify that place AND the specific location and address for the trip.</small>	Camp Curtis Reading, MA	Location and Duration		
		<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 checked="" type="checkbox"/> Within the normal school day <input type="checkbox"/> Beyond normal school hours <input checked="" type="checkbox"/> Overnight trip		

II. Learning and Accessibility

Instructional Alignment <input checked="" type="checkbox"/> Alignment: The trip is aligned to standards <input checked="" type="checkbox"/> Preparation Plan: Students will be prepared for trip <input checked="" type="checkbox"/> Post-Trip Plan: Students will synthesize learning Comments:	Accessibility and Inclusion for All Students <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 Comments:
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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>Karyn Amun, RN</i>		Date: 3/19/18

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 checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No How many? _____
Comments:		

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: Pick Up Location:	Return Time: Return Location:
NATIONAL GD BUS		

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?	CORI 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 checked="" type="checkbox"/> Yes <input 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: 3/19/18
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Salem High School
Field Trip Approval Form

Administrator's Approval: Day Date of Approval: 3/29/18

Teacher's Name: 1st Sgt Gvinstead

Date of Trip: 18 MAY 2018

Student: _____ Field Trip Class: MLJ ROTC

Activity: Camp Location: Camp Curtis-Guild

Departure Time: 1100 Return Time: 1100 - 20 MAY

This form must be completed and returned to the teacher by: _____

The top part of this form MUST be completely filled out before class/teacher permission is sought.

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

I agree to make up All class work missed as a result of this field trip.

Student's Signature: _____ Date: _____

Parental Approval: My son/daughter has permission to participate in this activity.

Parent's Signature: _____ Date: _____

Memo:

To: Salem School Committee

From: Kristin Shaver

Date: March 19, 2018

Re: FY18 Budget Transfer Request – Bentley Academy Charter School enrollment adjustment

We are requesting the enrollment adjustment from the Bentley Academy Charter School to the Salem Public Schools budget, reflecting the October 1, 2017 enrollment of 296 versus the budgeted enrollment of 325. Per the agreement developed with Bentley Academy Charter School, the adjustment will be \$269,337 from the Bentley Academy Charter School budget (Enrollment Offset – 7102310 5111A) to the following accounts in the SPS budget:

Account Description/Use	Account Number	Amount To
Pupil Transportation	13570151-5333	\$205,037
Telephone	13530121-5341	\$40,000
School Committee	13032061-5712	\$24,300

I recommend approval of the transfer.



Kristin Shaver
Business Manager

Memo:

To: Salem School Committee

From: Kristin Shaver

Date: March 19, 2018

Re: FY18 Budget Transfer Request 19

Salem High School requests the following transfer. Internal staff were not available to act as the pianist for various musical productions, and therefore, an outside contractor was required. Services include: pianist for fall concert, winter concert, pops concert, fall recital, Tri-M recital, senior recital showcase, spring concert, Together in Harmony

Account Description/Use	Account Number	Amount From	Amount To
Contract Services	13571021-5320		\$1,900
Stipends	13571020-5150	\$1,900	

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver

Date: March 19, 2018

Re: FY18 Budget Transfer Request 20

The Buildings & Grounds Department requests the following transfer to align funds with the intended expense:

Account Description/Use	Account Number	Amount From	Amount To
Gas	13530121-5215	\$100,000	
Oil	13530121-5216	\$12,150	
Electricity	13530121-5211		\$112,150

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver

Date: March 19, 2018

Re: FY18 Budget Transfer Request 21

The Transportation Department requests the following transfer to align funds with the intended expense:

Account Description/Use	Account Number	Amount From	Amount To
Transportation – Salaries	13640180-5112	\$55,000	
Pupil Transportation	13570151-5333		\$55,000

I recommend approval of the transfer.

