

**Ms. Mary A. Manning
Mr. James M. Fleming
Dr. Kristin Pangallo**



**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”

September 30, 2021

REGULAR SCHOOL COMMITTEE MEETING ON October 4, 2021

Notice is hereby given that the Salem School Committee will hold a **Regular School Committee meeting on Monday, October 4, 2021 at 7:00 p.m.** This is an on-line Zoom meeting.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/97014287826?pwd=ZXJQSE53U1VzVFNuSXRBe mdBRVl0dz09>

Passcode: sMC1WJ


I. Call of Meeting to Order

a. Summary of Public Participation Policy (SC Policy #6409).

Read aloud: *The Salem School Committee would like to hear from the public on issues that affect the school district and are within the scope of the Committee's responsibilities. Spanish interpretation is available for anyone who needs it.*

b. Live Spanish Interpretation.

Spanish language interpretation is now provided for all Regular School Committee meetings. To listen to this meeting with Spanish language interpretation, please see instructions below:

1. Click **Interpretation** .
2. Click **Spanish**
3. (Optional) To hear the interpreted language only, click **Mute Original Audio**.

c. Instructions for Participating in Public Comment

Should any member of the Salem community wish to participate in public comment during this meeting, please click on the below link to sign up and submit your comment electronically: <https://forms.gle/Hzvp6HcEK6kPrzzKA>. A district staff member will be compiling all comments which will be shared with members prior to the end of the public meeting. Comments will also be summarized in the meeting minutes. Please contact Nancy Weiss at nweiss@salemk12.org or 617-285-7567 with any questions or to report any technical difficulties you experience.

II. Approval of Agenda

III. Approval of Consent Agenda

- a. Minutes of the Regular School Committee meeting held on September 27, 2021.

*SALEM PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
OCTOBER 4, 2021*

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- b. Approval of Warrant: 9/30/2021 in the amount of \$276,415.50
- c. Deliberation and Vote on the field trip requests from the Salem High School Band to New Britain, CT for the Marching Band Championships on October 30, 2021, Salem, NH for the Winter Colorguard and Percussion Ensemble Competition in March, 2022 (exact date tbd), and the Music Department's annual trip to Canobie Lake Park, NH on June 10 or 17, 2022

IV. Public Comment

Please see above for instructions on participating in public comment.

V. Report from the Student Representative – Hawa Tabayi

VI. Educator's Showcase

VII. Superintendent's Report

- a. Initial Plans for Student Services and Family Supports - Adam Colantuoni
- b. Partnership with Salem Police Department and Salem Public Schools - Chief Lucas J. Miller

VIII. Action Items: Old Business

IX. Action Items: New Business

- a. Deliberation and vote on approval of CVT Admissions Policy
- b. Deliberation and vote on the 2021-2022 School Calendar change for October 11, 2021 from Columbus Day to Indigenous People's Day to be consistent with the City of Salem

X. Finance & Operations Report

XI. Subcommittee Reports

XII. School Committee Concerns and Resolutions

XIII. Adjournment

Respectfully submitted by,

Nancy A. Weiss

Executive Assistant to the School Committee & the Superintendent

"Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator at (978) 619-5630 as soon as possible and not less than 2 business days before the meeting, program, or event."

**Sra. Mary A. Manning
Sr. James M. Fleming
Dra. Kristin Pangallo**



**Sra. Ana Nuncio
Sr. Manny Cruz
Sra. Amanda Campbell**

Alcaldesa Kimberley Driscoll, Preside

“Conozca sus Derechos según la Ley de Reuniones Abiertas, M.G.L. c.30A § 18-25 y Secciones de Ordenanzas de la Ciudad 2-2028 hasta 2-2033”

30 de Septiembre de 2021

Por la presente se notifica que el Comité Escolar de Salem llevará a cabo una **reunión del Comité Escolar Regular el lunes 4 de octubre de 2021 a las 7:00 p.m.** Esta es una reunión en línea por Zoom.

Haga clic en el enlace a continuación para unirse al seminario web:

<https://us06web.zoom.us/j/97014287826?pwd=ZXJQSE53U1VzVFNuSXRBemdBRVI0dz09>

Contraseña: sMC1WJ


I. Convocatoria a la Sesión Abierta

a. Resumen de la Política de Participación Pública (SC Política #6409)

Lectura en voz alta: *El Comité Escolar de Salem desea escuchar al público sobre temas que afectan al distrito escolar y que están dentro del alcance de las responsabilidades del Comité. Se ofrecerá interpretación al español para quien lo necesite.*

b. Interpretación al español en vivo

La interpretación a la lengua española se provee en todas las reuniones del Consejo Escolar Regular. Para escuchar estas reuniones con la interpretación al español, por favor vea las instrucciones de abajo:

1. Pulse en **Interpretation** .
2. Pulse en **Spanish**
3. (Opcional) Para escuchar la lengua interpretada solamente, pulse **Mute Original Audio**.

c. Instrucciones para Participar en el Comentario Público

Si cualquier miembro de la comunidad de Salem desea participar en el comentario público durante esta reunión, por favor pulsar en el enlace de abajo para registrarse y someter su comentario electrónicamente: <https://forms.gle/Hzvp6HcEK6kPrzzKA>. Un miembro del personal reunirá todos los comentarios que serán compartidos con los miembros antes de finalizar la reunión pública. Los comentarios también serán resumidos en las minutas de la reunión. Por favor contacte a Nancy Weiss en nweiss@salemk12.org o 617-285-7567 con cualquier pregunta o para reportar cualquier dificultad técnica que se le presente.

II. Aprobación de la Agenda

III. Aprobación de la Agenda Consensuada

- a. Acta de la reunión del Comité Escolar realizada el 27 de septiembre de 2021.
- b. Aprobación de Warrant: 9/30/2021 por la cantidad de \$276,415.50

***Sra. Mary A. Manning
Sr. James M. Fleming
Dra. Kristin Pangallo***



***Sra. Ana Nuncio
Sr. Manny Cruz
Sra. Amanda Campbell***

Alcaldesa Kimberley Driscoll, Preside

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- c. Deliberación y votación sobre las solicitudes de viaje de la Banda de Salem High a New Britain, CT para los Campeonatos de Bandas Marchantes el 30 de octubre de 2021, Salem, NH para la Competencia winter Color Guard and Percussion Ensemble en marzo de 2022 (fecha exacta tbd), y el viaje anual del Departamento de Música a Canobie Lake Park, NH el 10 o 17 de junio, 2022

IV. Comentario Público

Favor de ver arriba para instrucciones sobre cómo participar en el comentario público.

V. Reporte de la Estudiante Representativa – Hawa Tabayi

VI. Exhibición del Educador

VII. Reporte del Superintendente

- a. Planes Iniciales para Servicios Estudiantiles y Apoyo Familiar - Adam Colantuoni
- b. Asociación con el Departamento de Policía de Salem y las Escuelas Públicas de Salem - Jefe Lucas J. Miller Planes iniciales para servicios estudiantiles y apoyos familiares - Adam Colantuoni

VIII. Elementos de Acción: Asuntos Antiguos

IX. Elementos de Acción: Asuntos Nuevos

- a. Deliberación y votación sobre la aprobación de la Política de Admisiones DE CVT
- b. Deliberación y votación sobre el cambio del Calendario Escolar 2021-2022 para el 11 de octubre de 2021 desde el Día de Colón hasta el Día de los Pueblos Indígenas para ser consistente con la Ciudad de Salem

X. Reporte de Finanzas y Operaciones

XI. Reportes de los Subcomités

XII. Inquietudes y Resoluciones del Comité Escolar

XIII. Clausura

Sometido respetuosamente por,

Nancy A. Weiss

Asistente Ejecutiva del Comité Escolar y del Superintendente

“Las personas que requieran ayuda auxiliar y servicios para una comunicación eficiente tal como un intérprete de lenguaje de señas, un dispositivo asistente para escuchar, o material impreso en formato digital o una modificación razonable de programas, servicios, políticas, o actividades, puede ponerse en contacto con el Coordinador ADA de la Ciudad de Salem al (978) 619-5630 a la brevedad y no más de 2 días laborales antes de la reunión, programa o evento.”

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Salem Public Schools Salem School Committee Meeting Minutes September 27, 2021

On September 27, 2021 the Salem School Committee held its regular School Committee meeting at 7:00 PM using the Zoom platform.

Members Present: Mayor Driscoll, Ms. Mary Manning, Mr. Manny Cruz, Ms. Amanda Campbell, Dr. Kristin Pangallo, Ms. Ana Nuncio, and Mr. James Fleming

Others in Attendance: Superintendent Stephen Zrike, Assistant Superintendent Kate Carbone, Chelsea Banks, Liz Polay-Wettengel, Marc LeBlanc, Linda Farinelli, Adam Colantuoni, Michael Lister, Peter Doherty, and Amy Richardson

Call of Meeting to Order

Mayor Driscoll called the meeting to order at 7:02 p.m and called attendance. Mayor Driscoll read the new Public Participation Policy 6409 and also explained the instructions for Spanish interpretation.

Attendance

Mayor Driscoll called the attendance.

Ms. Manning	Present
Mr. Fleming	Present
Dr. Pangallo	Present
Ms. Nuncio	Present
Mr. Cruz	Absent (entered at 7:06 pm)
Ms. Campbell	Present
Mayor Driscoll	Present

Approval of Agenda

Mayor Driscoll requested a motion to approve the Regular Agenda. Mr. Fleming motioned and Ms. Nuncio seconded. A roll call vote was taken.

Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes
Ms. Campbell	Yes
Mayor Driscoll	Yes

Motion carries 6-0

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Approval of Consent Agenda

Mayor Driscoll requested a motion to approve the Consent Agenda. Mr. Fleming motioned and Dr. Pangallo seconded. A roll call vote was taken.

Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes
Ms. Campbell	Yes
Mayor Driscoll	Yes
Motion carries 6-0	

Public Comments

The School Committee Secretary announced that there were no public comments.

Mr. Cruz entered the meeting.

Educator's Showcase

Dr. Zrike announced that every school has been given a School Committee meeting date for the year to make a presentation. Dr. Zrike announced that 4 students from Saltonstall's 5th grade class would be first and introduced Principal Michael Lister.

Mr. Lister introduced Mr. Doherty, who explained that the 5th grade humanities class at Saltonstall began by exploring their identity and celebrating them. Mr. Doherty then introduced the following students, Calvin Mahady, Elizabeth Casiglia, Hannah Phelps, and Emily Pimentel, who presented their original Poetry Slam.

Dr. Zrike also asked Mr. Lister to explain the field trip that has been presented to the School Committee for approval. The field trip is scheduled for 10/25-10/29/21 (4 nights, 5 days) to Nature's Classroom in Yarmouth Port, MA. Mr. Lister said that Nature's Classroom agreed to match our mitigation policy and our staff would be staying overnight with the students. Mr. Lister would like to require a vaccine for the students attending and a survey of the families interested resulted in 84% who are interested in going support this. Mr. Lister explained that most of this trip is held outside, but their concern is with the night time, which is why they are requesting a condition of anyone attending to be vaccinated. Dr. Pangallo asked if there was any consideration of adding a testing requirement also. Ms. Campbell asked how many of the students that are interested are already vaccinated. She added that it did not seem that there would be enough time to vaccinate the students who aren't already vaccinated. Mr. Lister added that there is the possibility of postponing until the spring, if the timelines do not work. Ms. Manning asked if the students need to be fully vaccinated or would they be accepted after just 1 shot. Dr. Pangallo suggested that we consult with the School pediatrician for a cutoff date for students needing vaccines. Ms. Nuncio also voiced her concerns about students who would not be able to attend due to their parent's not being able to have them vaccinated. She believes that the trip should be postponed until the Spring, so that there could be more vaccinated

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students eligible to attend. Ms. Campbell is afraid that if we wait for the medical consultation, then we will run out of time. Her suggestion is to establish a timeline for all field trips that way going forward, everyone will know the cutoff regarding the vaccination requirements. Ms. Manning agrees that a timeline and protocol needs to be established for all trips going forward.

Mayor Driscoll requested a motion to approve the Saltonstall field trip to Nature's Classroom in Yarmouth Port, MA subject to students being vaccinated within a reasonable timeframe and the school given adequate time to allow for vaccination and that all students will be tested prior to departure and prior to return to school. Ms. Manning motioned and Mr. Cruz seconded. A roll call vote was taken.

Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes
Mr. Cruz	Yes
Ms. Campbell	Yes
Mayor Driscoll	Yes

Motion carries 7-0

Dr. Zrike announced that there was a second trip that was submitted for approval. Dr. Pangallo was more concerned about this trip since it includes traveling on commercial airlines and it takes place in Florida where the COVID protocols are different from those in Massachusetts. She recommends that additional testing take place upon return of this trip, possibly the test to stay program that is currently being offered. It was also suggested that the trip be looked at again before December since COVID restrictions could be different by then. Mr. Doyle, boys basketball coach, was present to answer questions for the Committee. Mr. Doyle confirmed that they would follow any mandates (regarding masks and testing) that are required here in Massachusetts. Mr. Doyle also confirmed that the entire trip is paid through fundraising and no students would need to pay out of pocket. Dr. Pangallo voiced concerns since the trip is several months away and there is no way of knowing what will happen with the virus. Mayor Driscoll suggested that since tickets for the trip need to be bought, we should vote on the trip today with the understanding that if conditions change, the trip will be revisited. Ms. Manning added that the vote should include the conditions in Florida and not necessarily the conditions in Massachusetts.

Mayor Driscoll requested a motion to approve the SHS Boys Basketball Tournament trip to Orlando, FL subject to students being vaccinated within a reasonable timeframe and the school given adequate time to allow for vaccination and that all students will be tested prior to departure and prior to return to school and following the Massachusetts regulations. Mr. Fleming motioned and Ms. Manning seconded. A roll call vote was taken.

Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes

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Mr. Cruz Yes
Ms. Campbell Yes
Mayor Driscoll Yes
Motion carries 7-0

Report from the Student Representative - Hawa Hamidou Tabayi

Mr. Cruz explained that Ms. Tabayi was not available to attend tonight and asked Mr. Cruz to give an update. He said that the students met last week and covered a few things. First there was a review of the bylaws passed by the previous council. They are planning on doing outreach to various student groups. They are also planning on setting up meetings with Mr. Rodriguez, Dr. Zrike and Mr. Burns to discuss their role within the district. They are focused on outreach and are still trying to recruit students to get full representation of the student body and also hoping to get in touch with the other high schools so that they can have representation there as well. Ms. Manning asked for clarification on how many were in the council and Mr. Cruz explained that the bylaws require representation of 13 students across certain student groups including the 2 additional high schools that are in the district.

Report of the Superintendent

Dr. Zrike announced that Alexandra Fortich will be joining us next week as Director of Translation and Interpretation. Dr. Zrike introduced Marc Leblanc, Director of Instructional Technology to explain the live Spanish interpretation for all regular School Committee meetings.

a. MCAS 2020-2021 Results Presentation & Student Support Plans for 2021-2022

Superintendent Zrike explained that there were declines across the board. This was 18 months of educational gaps and the most important thing of tonight's presentation is to determine what the plan will be for the students around their academics. Dr. Zrike said tonight's presentation is strictly on academics and next week Mr. Colantuoni will present on the social emotional work.

Assistant Superintendent Kate Carbone and Director of Curriculum, Instruction and Assessment Amy Richardson presented the 2021 MCA results. It was explained that there were extended testing windows, grade 3-8 assessments were shorter, grade 3-8 students learning remotely could take the test at home. MCAS reported that there will be accountability determinations issued this year and DESE cautions against making comparisons across other districts or other schools within the same district. Last year there were some of the lowest participation rates with grade 8 science dropping as much as 18%. Additional comparisons were discussed, including ELA, Math and Science by grade level and subgroup. Ms. Richardson explained their comprehensive approach to accelerating student learning and addressing educational gaps. Part of their approach included summer programs, vacation academies, and the community office. When schools opened, they concentrated on providing a welcoming environment with 3 priorities: attending to students' social, emotional, and physical well-being, rebuilding connections, forming communities of learners, and moving ahead with grade level content and skills while addressing unfinished learning from previous grades. They also tried to pinpoint areas of unfinished learning by trying to determine what the students know and what they still

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need to learn. Tutoring was deployed at the classroom level and online interventions were launched for 100 high-needs grade 2 students and full time math & literacy interventions at SHS. Several options for opportunities for learning outside of school hours were established, such as vacation academies, personalized tutoring, “success blocks”, partner programs and LEAP for Education - EL Street. Dr. Pangallo stated that she understands that this is an enormous task and challenge and feels that this should not all be addressed in one year. She asked what the plans are for the district for the next few years or how do we adapt moving forward. Ms. Carbone responded that they plan on going slow and steady with a laser focus and remain committed but at the same time we don't want to overwhelm students. She added that she feels we have a good assessment in place that can give us quick information. Dr. Zrike responded that we do have money from our ESSER funds from previous years that we can use for interventionists and tutors. Dr. Zrike said that he also wants to make sure that the staff does not get overwhelmed. Ms. Richardson just wanted to remind everyone that this was work that was started a few years ago and was interrupted by COVID. Now they want to get back on track. The Mayor, Dr. Pangallo, Mr. Cruz, and MS. Campbell all offered comments. Ms. Richardson responded that the important thing is that we see the students growing and progressing and not comparing them to any bar set by the state.

b. Hispanic Heritage Month

Superintendent Zrike shared that there will be several different events celebrating Hispanic Heritage Month. These celebrations began with a flag raising ceremony along with the City of Salem on September 15th at Riley Plaza. Ms. Nuncio shared that there will be an event honoring essential workers during the pandemic on Monday, October 18th at 6 pm at the Jean A Levesque Community Life Center. In keeping with COVID restrictions the room maximum capacity is 60 and anyone interested in attending should contact the center to RSVP.

Dr. Zrike also recognized 4 employees that have been nominated as outstanding Latino leaders across the state, Anaima Piccirillo, transportation assistant, Arabelis Luciano, Family Engagement Facilitator at Witchcraft Heights Elementary School, Rosaura Saldivar, Behaviorist and works with the Connections Program and in the Community Office at SHS and Manny Brito who is a teacher at Collins Middle School. Mr. Cruz provided some context by explaining his organization is hosting the State of Latino Education. This is a national conference that includes a regional event on October 7th, in which they will be recognizing legislatures, leaders and Latinx educators across the state with a citation.

Dr. Zrike mentioned that he will be presenting a vote at next week's meeting to change Columbus Day to Indigenous People Day on the school calendar to be consistent with the City of Salem.

Old Business

None

New Business

a. Deliberation and vote on the disposal of school property that has been declared

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to be obsolete or no longer usable for school purposes.

Ms. Nuncio asked if the Policy subcommittee would need to create a policy for this. The Mayor stated that there are already procurement laws that should cover this. Ms. Campbell responded that the Curriculum subcommittee would like a policy created for what resources/curriculum are being used and if any are removed, for example textbooks that are no longer in use, then the subcommittee would receive a notification.

Mayor Driscoll requested a motion on the disposal of school property that has been declared to be obsolete or no longer usable for school purposes. fMr. Fleming made the motion and Mr. Cruz seconded. A roll call vote was taken.

Ms. Manning	Yes
Mr. Fleming	Yes
Mr. Cruz	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes
Ms. Campbell	Yes
Mayor Driscoll	Yes

Motion carries 7-0

Finance Report

None

Subcommittee Reports

Mr. Fleming reported that the Building & Grounds subcommittee met tonight to review all the facilities work that was done over the summer and plans for additional work they are doing. He added that the Subcommittee will continue to monitor their work.

School Committee Concerns and Resolutions

Dr. Pangallo mentioned an email from Dr. Zrike reminding everyone about the mask mandates. She also said that it looks like there will be a vaccine for grades K-6 and suggested that we start thinking about a plan for vaccine rollout. Also, she received notification from the Massachusetts Nurse Association and would like to ask Ms. Moske-Weber how our nurses are doing and to see where we are at.

Ms. Nuncio asked if the organization chart could be looked at again at the next meeting. Ms. Nuncio received a letter from a Spanish speaking parent regarding Hispanic heritage month. This parent advocated for the special characters in family last names and to make sure they are spelled correctly. Ms. Campbell explained that DESE does not allow the special characters on any documents that are uploaded.

Adjournment

Mayor Driscoll requested a motion to adjourn. Mr. Fleming motioned and Mr. Cruz seconded. A roll call vote was taken.

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Ms. Manning	Yes
Mr. Fleming	Yes
Mr. Cruz	Yes
Dr. Pangallo	Yes
Ms. Nuncio	Yes
Ms. Campbell	Yes
Mayor Driscoll	Yes

Motion carries 7-0. Meeting adjourned at 9:18 p.m.

Respectfully submitted by,

Nancy A. Weiss

Executive Assistant to the School Committee & Superintendent

Field Trip Request Form - Salem Public Schools

Last Updated June 7, 2017

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

I. General Information

Name of School	Salem High School <i>percussion ensemble + winter guard</i>	Date of Request	Date of Field Trip	
Coordinator	Cynthia Napierkowski	9/29/21	MARCH 2022 TBD	
Coordinator Contact Info	Phone: 978-746-1136 Email: cnapierkowski@salem.k12.ma.us	Total Number of Students	Departure Time	Return Time
Grade Level(s)	9-12	TBD	TBD	TBD
Destination <small>Please identify that place AND the specific location and address for the trip.</small>	Salem High School Salem, NH	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 type="checkbox"/> Overnight trip		

II. Learning and Accessibility

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

III. School Nurse Review and Approval (School Nurse Signature Required)

Has the school nurse been notified of this field trip?	Has the roster of students been shared and any medical concerns reviewed?	Will an on-site nurse be needed for this field trip?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>TBD</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>TBD</i>
School Nurse Signature: <i>Kathleen P. ...</i>		Date: 9/29/21

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? _____
<u>Comments:</u> <i>Saturday</i>		

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 checked="" type="checkbox"/> SPS Bus (local destinations only) <input 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: <i>(Debbie Haidiman)</i>
If SPS Bus needed, please specify the following information:	Pick Up Time: <i>TBD SHS</i> Pick Up Location: <i>TBD SHS</i>	Return Time: <i>TBD</i> Return Location: <i>SHS</i>

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: 9-29-21
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Field Trip Request Form - Salem Public Schools

Last Updated June 7, 2017

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

I. General Information

Name of School	Salem High School / Collins Middle School	Date of Request	9/29/21	Date of Field Trip	10/30/21
Coordinator	Cynthia Napierkowski		9/29/21		10/30/21
Coordinator Contact Info	Phone: 978-740-1136 Email: cnapierkowski@salem.k12.ma.us	Total Number of Students	55	Departure Time	9 AM
Grade Level(s)	7-12			Return Time	10 pm
Destination <small>Please identify that place AND the specific location and address for the trip.</small>	Veterans Memorial Stadium New Britain, CT	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 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: extra-curricular	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>Karen Hrusa, RN</i>		Date: 9/29/2021

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: SATURDAY		

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: 9 AM Pick Up Location: SPS	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: 9-29-21
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Field Trip Request Form - Salem Public Schools

Last Updated June 7, 2017

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

I. General Information

Name of School	Salem High School Music Dept	Date of Request	Date of Field Trip	
Coordinator	Cynthia Napierkowski	9/29/21		
Coordinator Contact Info	Phone: 978-740-1136 Email: cnapierkowski@salemnh12.org	Total Number of Students	Departure Time	Return Time
Grade Level(s)	9-12	TBD	4pm	11pm
Destination Please identify that place AND the specific location and address for the trip.	Canobie Lake Park Salem, NH	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 type="checkbox"/> Overnight trip		

II. Learning and Accessibility

Instructional Alignment	Accessibility and Inclusion for All Students
<input type="checkbox"/> Alignment: The trip is aligned to standards <input type="checkbox"/> Preparation Plan: Students will be prepared for trip <input type="checkbox"/> Post-Trip Plan: Students will synthesize learning Comments: <i>after-curricular</i>	<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 type="checkbox"/> Yes <input type="checkbox"/> No <i>TBD</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>TBD</i>
School Nurse Signature: <i>Karen Hume, RN</i>		Date: <i>9/29/21</i>

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: <i>after school hours</i>		

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 checked="" type="checkbox"/> SPS Bus (local destinations only) <input 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: <i>(Debbie Hardiman)</i>
If SPS Bus needed, please specify the following information:	Pick Up Time: <i>4pm</i> Pick Up Location: <i>SHS</i>	Return Time: <i>11pm</i> Return Location: <i>SHS</i>

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: <i>9-29-21</i>
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The Salem Public Schools City of Salem

Salem High School
Cynthia Napierkowski, Coordinator of Music

77 Willson St., Salem, MA 01970
(978) 740-1136 Fax (978) 740-1110

September 9, 2021

Mr. Glenn Burns, Principal
77 Willson St.
Salem, MA 01970

Dear Mr. Burns,

I am writing on behalf of the music department students to respectfully request permission to attend the following out of state trips during the 2021-2022 school year:

1. The USBands New England "A" class Marching Band Championships in New Britain, CT on Saturday, October 30th. While times are still to be finalized, the group will depart Salem High School in the morning and return in the evening on the same day (no overnight accommodations required) using BRS Transportation Coach busses. There are 55 students in the marching band and more than 10 adults planning to chaperone. The marching band will be adjudicated by outstanding professionals in the marching arts and will attend performances of other high school ensembles from around New England. Students bring their own lunch and dinner is provided.

2. March Saturday date to be determined - New England Scholastic Band Association Winter Colorguard and Percussion Ensemble Competition at Salem High School in Salem, NH. This is a regular season competition for the colorguard and percussion ensemble and the students will miss no school in order to participate in this one day event. Transportation will be by Salem Public Schools bus or NRT.

3. Friday, June 10 or 17, 2022 - Music Dept. annual trip to Canobie Lake Park in New Hampshire. The students will depart after school and will therefore miss no school in order to attend this event (no overnight.) There will be at least one chaperone for every ten students attending this trip. Travel will be by Salem Public Schools' or NRT busses. The cost is \$30 per person and participants bring their own money for dinner in the park. Financial assistance will be provided for students in need.

All chaperones have been or will be completing CORI checks. The organizations have already begun raising the necessary funds to attend these events and are anxious to obtain official approval to attend. These are truly marvelous opportunities for our students to participate in unique educational, musical, social, cultural and recreational activities.

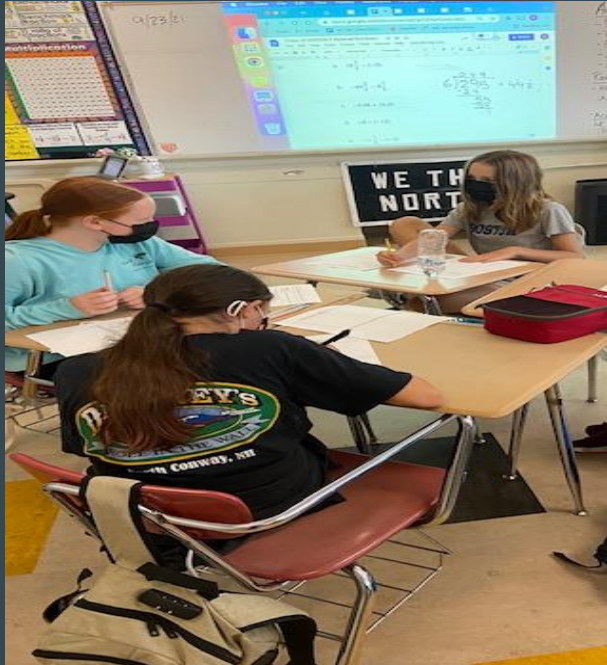
Should you have any questions, please do not hesitate to contact me at the high school at 978-740-1136.

Sincerely yours,

Cynthia Napierkowski

Cynthia Napierkowski

Student Services and Family Support Team



All learning is social and emotional

Our Team

- ❖ Adam Colantuoni - Executive Director of Student Services and Student Support
- ❖ Ellen Wingard - Director of of Student and Family Support
- ❖ Molly Robinson - Supervisor of Social and Emotional Learning
- ❖ Scott Tombleson - Assistant Principal of Student Supports, SHS
- ❖ Charlene Moske-Weber - Director of Nursing and Health Services
- ❖ Laura Assade - Family Engagement Manager
- ❖ Terrell Greene - Attendance Outreach Specialist
- ❖ Sayonara Reyes - Manager of Parent Information Center

Increased School Based Services/ Supports

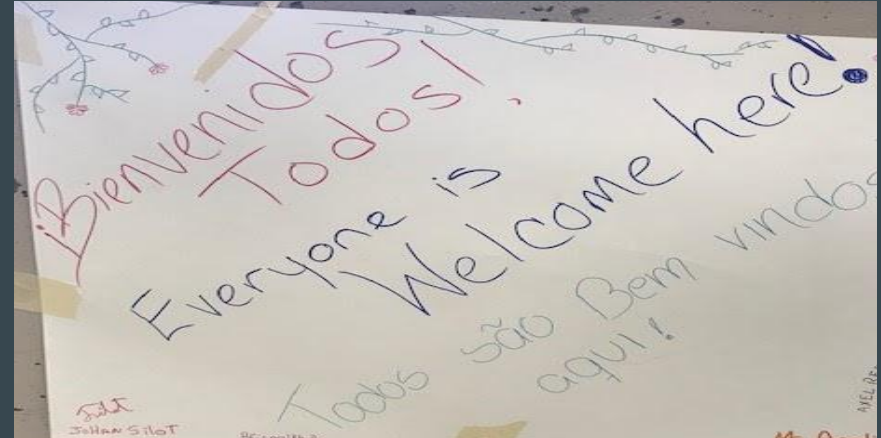
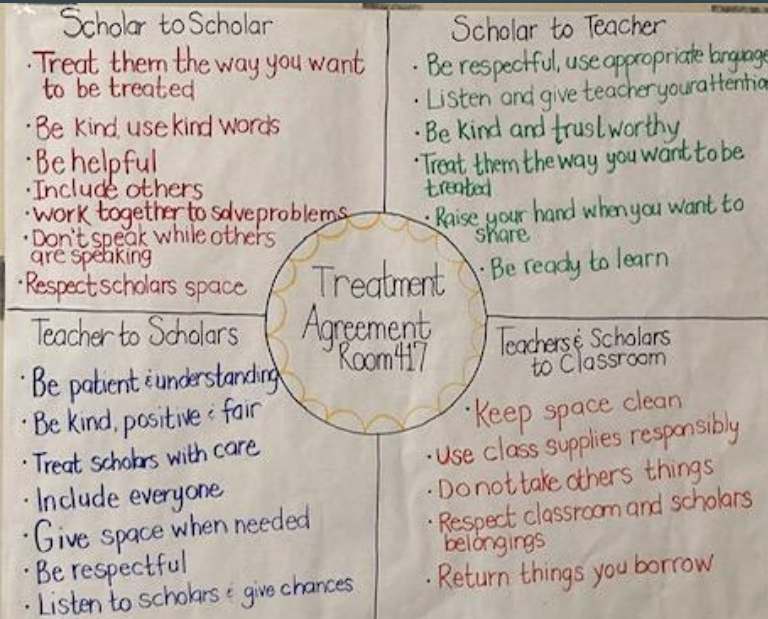
- ❖ **Hiring of Behavior Specialists @ each school**
 - At least one position at each school
- ❖ **Nursing and Medical Assistants**
 - Additional support for our nursing department to manage COVID and school responsibilities
- ❖ **Attendance Outreach and Intervention Specialist**
 - Meet regularly with school based attendance teams to review data and identify action steps
- ❖ **Mental Health Community Partnerships**
 - Expanded partnership with North Shore Community Health
 - Consultations available with Jessica Minahan (M.Ed, BCBA)
- ❖ **School Counseling**
 - Reorganized our counseling department to leverage our resources and align our practices
- ❖ **Family Engagement Manager**
 - Point person for organizing a district wide strategy for family engagement and community outreach

Summer Planning

- ❖ Family outreach
 - Home visits and phone calls
 - Reconnecting with full remote students and families
- ❖ Welcome Back events and orientations
- ❖ SEL planning tool kit provided to each school
- ❖ Professional Development opportunities:
 - Caring School Community (SEL Curriculum)
 - Two full days of BARR Training for SHS staff
 - Practical Trauma Informed Practices, Jessica Minahan
 - Let's Talk Behavior
 - Building and Evaluating a Trauma-Informed Classroom Post-COVID
 - New Teacher University Seminar - SEL and Trauma Informed Care
- ❖ Continue the strong efforts by SPS staff last 18 months

Opening Month of School

- ❖ Re-establishing
 - Community
 - Routines
 - Relationships
 - Social/Emotional Recovery



Positives

- ❖ Excited to be off Zoom and seeing friends, classmates, and staff in person
- ❖ Positive energy and engaged in their learning
- ❖ Active participation
- ❖ Seeking out adult connections
- ❖ Joy and laughter
- ❖ Outdoor learning activities, breaks, and lunches



Challenges

- ❖ Students adjusting to being back into routines and rigor of “typical” school day
- ❖ Struggling with stamina
- ❖ Regression of interpersonal and social skills
- ❖ Dysregulated behaviors



Student Feedback

Random sample size of student feedback: (305 responses, grades 4-12)

Best Part About Being Back	Biggest Challenges
Seeing Friends	Longer Day
Being off Zoom	Following a schedule
Electives and EC activities	More school work
Recess and PE	Not having access to technology

Student Voice - Best Part

- ❖ Make new Friends and new Teachers and learning new things.
- ❖ just being at school and not on zoom
- ❖ I really love lunch and recess and when I get a good bond with my friends
- ❖ I love seeing my friends and doing some work on actual paper.
- ❖ Seeing my old teachers in person and seeing a new teacher and making new friends
- ❖ Yes, because this year have new teacher, new friends, I am 2 levels higher than last year in english, the subjects are in school and we find it easier to understand and ask for help
- ❖ Something else that is the best part at being back at school is not being on zoom and being able to see my friends because I could not hang out with them during covid-19
- ❖ Electives and making new friends
- ❖ School feels normal now
- ❖ Just being at school and not on zoom, and 100% seeing my teachers. i really missed em
- ❖ Seeing my friends that I would only see in school, and being productive
- ❖ Even with masks and stuff it still feels somewhat close to normalcy compared to being remote

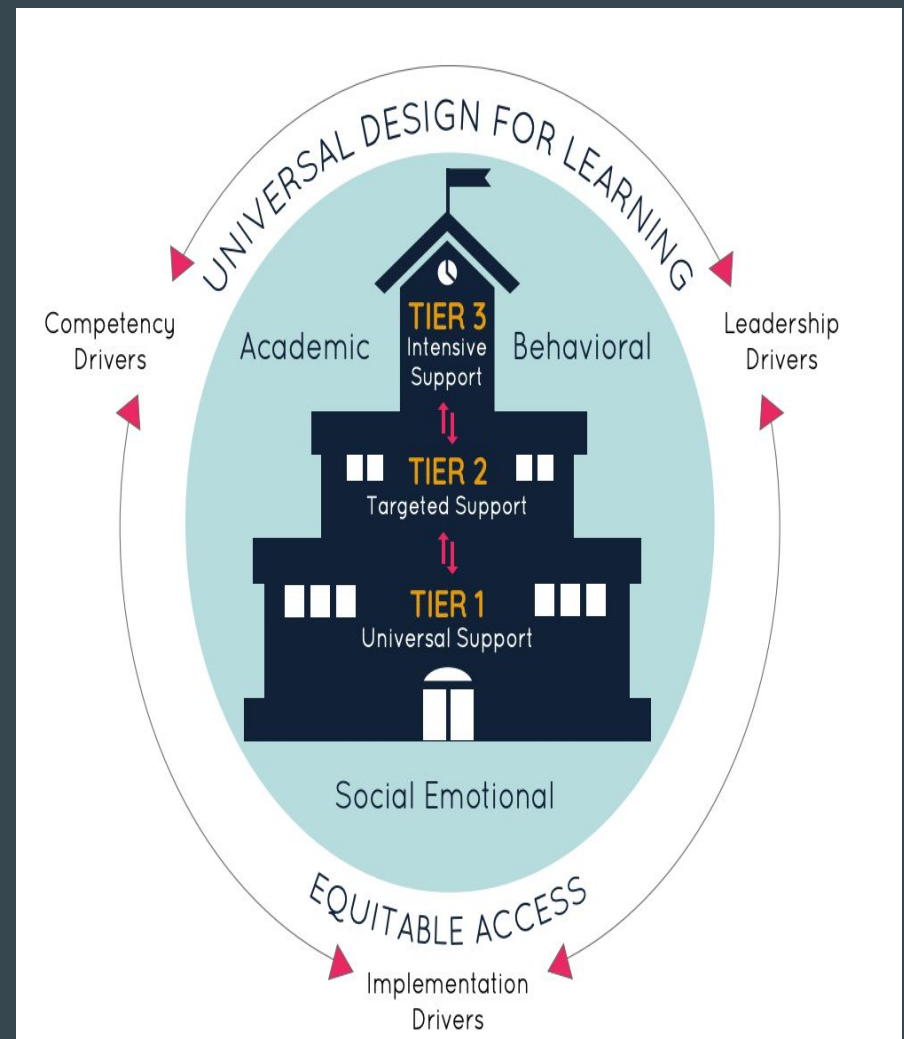
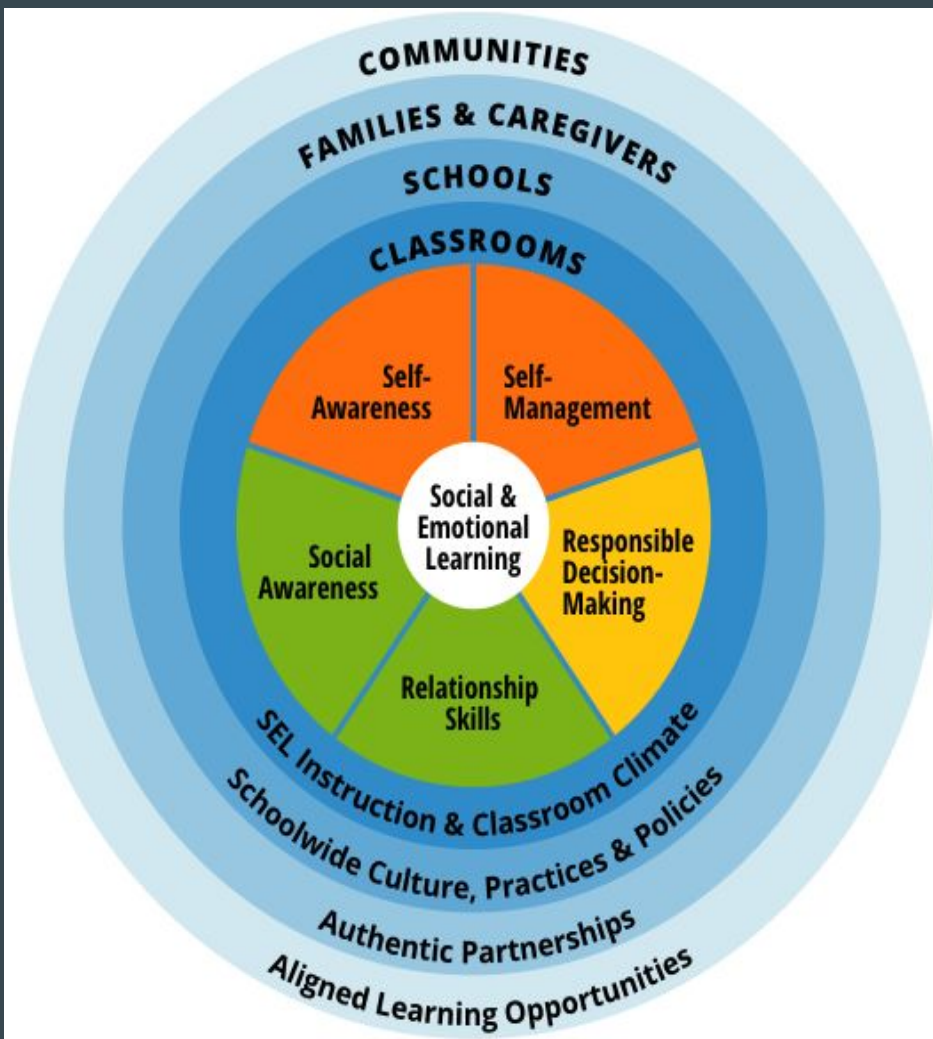
Student Voice- Challenges

- ❖ Waking up early
- ❖ Keeping up with my school work
- ❖ Following class norms/rules
- ❖ Having to do work because its hard
- ❖ Too much work and frustration
- ❖ Waking up extra early, wondering what your going to wear etc
- ❖ Not being completely used to school just yet
- ❖ Following rules because its been awhile since I've been in school
- ❖ Finding a good time to fall asleep and wake up
- ❖ Not using my phone
- ❖ Yes, keeping up with the long days
- ❖ A big schedule and busy days

Integrated Student Support Model

- Social and Emotional Learning
- Social and Emotional Support
- Mental Health
- Wellness





SEL Teaching and Learning - CASEL Framework

SEL Instruction	Classroom Climate	Schoolwide Culture Practices
<p>Structures to teach core competencies</p> <ul style="list-style-type: none">• Self-awareness• Self-management• social awareness• responsible decision-making relationship skills	<p>Use of instructional priorities</p> <ul style="list-style-type: none">• Welcoming environment• Class Contract• Meaningful interactions	<p>Schoolwide routines and procedures that promotes a safe and welcoming environment</p>
<p>Tier 2 interventions</p> <ul style="list-style-type: none">• Individual check ins• Small groups social skills groups	<p>Instructional practices that promote SEL opportunities</p>	<p>Staff/Student relationships</p>
<p>Assessment of SEL competencies (K-8 report card)</p>	<p>Making connections between academic content and SEL (ELA texts, SS topics, etc)</p>	<p>Discipline approach with restorative practices and SEL skill building</p>

"SEL isn't a thing that stands on its own. It's how we do all the stuff, relationships, learn together, problem solve. We want to create spaces for children and adults to be in spaces that allow for this – and SEL is the entry point."



*Heather Palin, Principal
Emerson Elementary School
Oakland Unified School District*



How we identify at risk students



city**connects**

Whole Class Reviews

- Strengths and Needs in Academics, Social Emotional, Health, and Family

Student Support Team Meetings



BARR[®]

Same Students. Same Teachers.

Better Results.

BARR Meetings

- Small Block Meetings
- Big Block Conversations and Intervention Planning
- Risk Review

Student, Caregiver, Teacher Referral

Mental Health Supports - Partnerships, Programs & Services



SPS Mental Health Programs and Services

- Access to School Adjustment Counselors
- Individual and Small Group Counseling
- Social Skills Groups
- Hawthorne Program
- Connect for Success
- Peer and Adult Mentoring
- PASS Program

Community Partner Programs and Services

- NSCH Embedded Therapists
- Teen Health Center
- Lahey Behavioral Health Services
- Children's Friends and Family
- The NAN Project
- Catholic Charities

Wellness Programming and Initiatives

- ❖ District Wellness Committee
- ❖ Healthy Schools Grant
- ❖ Health Curriculum
- ❖ Screenings and Surveys
 - Youth Risk Behavior Survey and SBIRT Screening
- ❖ iDECIDE - pilot program substance abuse education



SEL/Mental Health Strategic Plan

Coordination, Integration, Alignment

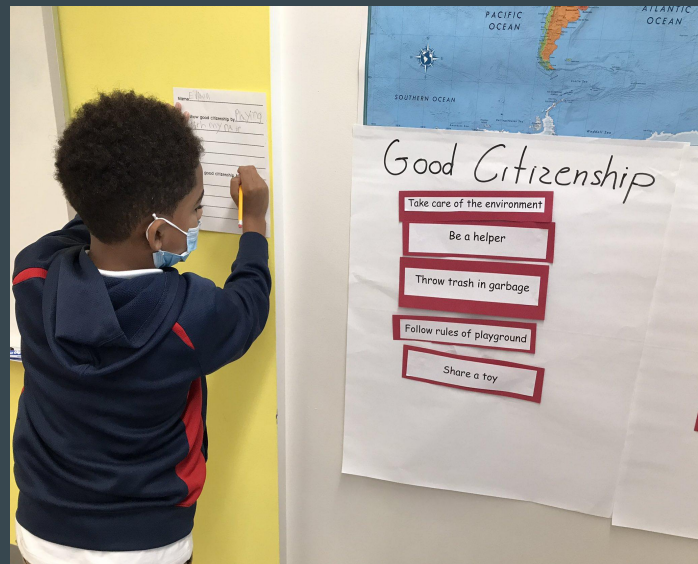
***Align vision of
social and
emotional
learning in SPS***

***Develop a model
framework
universal
screening and
response***

***Tier 2 & 3
Intervention
planning for
Student Support***

Next Steps

- Maintain our commitment to welcoming environments, rebuilding community, and strengthening relationships
- Continue to implement SEL actions steps across the district
- Provide schools with ongoing behavior intervention supports
- Envision a comprehensive K-12 Health Curriculum
- Support school based attendance teams to improve attendance
- Continue to build strong school to home communication
- Opportunities to engage with our families and community
 - SEL, Mental Health, Wellness
- Closely monitor the mental health needs of our students and staff



Questions



Salem High School Career Technical Education

-CTE Updates-

-Admissions Policy Revision-

Salem High School

Career Technical Education

Individual Program Updates

- Automotive Technologies
 - Program Equipment Update
- Building and Property Maintenance
 - Safety and Programmatic Evaluation
- Carpentry
 - Safety and Programmatic Evaluation
 - Develop Program Advisory Board
 - Explore Chapter 74 Certification
- Culinary Arts
 - Complete Renovation
 - DESE Safety Walk Through
 - Board Of Health Inspection
- Early Education and Care
 - Safety and Programmatic Evaluation
- Electrical
 - Safety and Programmatic Evaluation
- Medical Assisting
 - Training for all new equipment
 - Fill .6 position
 - After dark program
- Program and Web Development
 - Complete Renovation
 - Develop Program Advisory Board
 - Apply for Chapter 74 Certification

Salem High School

Career Technical Education

CTE General Updates

- Professional Development To Improve Integration Of Embedded academics
- Professional Development To Improve Understanding And Implementation Of IEP And 504 Accommodations
- Professional Development on Sheltered English Immersion Instruction Intended To Make Instruction In CTE Content Areas More accessible To EL Students
- OSHA 10 Certification For All CTE Students Targeted To Their Program
- Development Of Entrepreneurship Program For All Students (Resume, Business Plan or Facilities Design Plan)

Salem High School

Career Technical Education

CTE General Updates

- Create A SkillsUSA Chapter
- Create A Non-Traditional Club To Expose All Salem High Students To Non-Traditional Career Opportunities
- Student Ambassador Program
- Strengthen Our Program Advisory Boards
- Develop New Community Partnerships To Improve Our Cooperative Education And Internship Program.
- Updating Admissions Policy To Eliminate Inequities In Subpopulations.

CTE Program	Instructor(s)	Teaching Load	Level 1 Gr-10	Level 2 Gr-11	Level 3 Gr-12	Program Enrollment	Exploratory total: Gr-9
Automotive Technologies	James Rowley	7/8	18	7	5	30	28
Building and Property Maintenance	David Barnard	7/8	14	20	4	38	28
Carpentry (Not Chapter 74)	Kenneth Lefrancois	6/8	50	16	14	80	
Culinary Arts	Bridget Zanni Martha Leahy	6/8 6/8	54	29	15	98	28
Early Education and Care	Catherine Jeffers Johanny Candelario	7/8 6/8	27 20	4 15	10 3	79	28
Electrical Technologies	Brian Lowe	6/8	11	9	5	25	28
Medical Assiting	Kellie DeYoung-Donlon	6/8	29	15	9	53	
Programming and Web Development	Reilly Christie	7/8	44	17	17	78	
Exploratory	5/8 programs						142
After dark		8					
Advanced Manufacturing		2					
Auto Collision		3					
Construction Craft Laborer		3					

Current DESE guidelines

Each selective vocational technical secondary school in Massachusetts shall use a combination of selection criteria to determine which applicants have an ability to benefit, and therefore be admitted to the school unless the school opts to use first come-first served or a lottery for admissions.

Current DESE Criteria

The criteria used shall include the academic grades, attendance record, discipline/conduct record, recommendations from the sending-school counselor and may include a student interview, provided however, that no one criterion exceeds 50% of the total.

Current Salem Criteria

The following criteria has been used for placement in a permanent CTE program:

Shop Behavior - 20%

Safety - 20%

Follows Instructions - 20%

Quality of Work - 20%

Competency in the Technical area - 20%

Proposed Salem Criteria

The following criteria will be used for placement in a permanent CTE program:

Salem will host a decision day for all 9th-grade students at the end of the first cycle, they will have the opportunity to submit their first, second, and third choice. Multi-language staff will be available to assist students and families who require or would like assistance with this process. The admissions committee will conduct a technical program selection meeting to process a lottery for students' first choices. Subsequent second and third-choice lotteries will be conducted until all students are placed based on technical program space availability. The lottery system will be used to place students on a waitlist in the event that they are not placed in their first, second, or third choice program. In the occurrence that, upon conclusion of the lottery, students did not receive a seat in their first, second, or third choice program they will be offered seats in programs that have openings. Waitlists will remain in effect for one school year following the initial lottery. Students may only be granted continued enrollment in a specific technical program if they have been promoted to the next grade level; if they are not ultimately promoted to the next grade level, due to failure or credit deficiency they will forfeit their seat in the program.

**Salem High School
Career and Technical Education
Admission Policy**

July 1, 2014

I. INTRODUCTION

The Career and Technical Education programs offer education to students in grades nine through twelve in the Salem Public Schools. An admission process is necessary in our vocational programs when space is a limiting factor. It is important to understand that vocational-technical laboratories (shops) are designed and equipped to serve a specific maximum number of students safely. Consequently it may be impossible to accommodate the interests of all students. Therefore, a selection process is necessary to determine which applicants may benefit most from such educational opportunities. An exploratory program provides career awareness, student assessments, and educational and career planning for each of our Chapter 74 programs. This admission Policy was approved by the Salem School Committee on July 1, 2014.

II. EQUAL EDUCATIONAL OPPORTUNITY

It is the intent of the Salem Career and Technical Education Programs and the Salem Public Schools to comply with all provisions of the Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and the Carl Perkins Vocational Education Act of 2009 (Carl Perkins IV), Section 504 of the Rehabilitation Act of 1973, and P. L. 94-142.

Salem Career and Technical Education Programs admit students and makes available to them its advantages, privileges, and courses of study without regard to race, color, sex, gender identity, religion, national origin, sexual orientation or disability.

If there is a student of limited English proficiency, a qualified staff member of Salem High School will assist the applicant in completing the necessary forms and assist in interpreting during the entire application and admission process. This will be done upon the request of the applicant.

A student with a disability may voluntarily self-identify for the purpose of requesting reasonable accommodations during the entire application and admission process.

Information on limited English proficiency and/or disability submitted voluntarily by the applicant, for the purpose of receiving assistance and accommodations during the entire application and admission process, will not affect the applicant's admission to the vocational technical education program.

III.ELIGIBILITY

Students who are enrolled at Salem High School are eligible to apply for admission to the technical programs. The applicant must be eligible to be promoted into the grade that they seek to enter for fall admission. Students will be admitted using the selection criteria contained in this Admission Policy.

Transfer Students

Transfer students are students who have moved to Salem from another district. Transfer students in grade 11 and grade 12 may apply for fall admission during the school year if they were previously enrolled in a Chapter 74 program that is also maintained at Salem High School and seek to enroll in that same program. Transfer students in grade 9 and 10 are eligible to apply for admission to the technical programs. All transfer students will be admitted by the same criteria contained in this Admission Policy.

McKinney – Vento

Students who are homeless will be admitted to The Vocational Technical Program at Salem High School according to the selection criteria contained in this Admission Policy.

Home School

Students enrolled in Salem High School who have been home schooled will be admitted using the selection criteria contained in this Admission Policy.

IV.ORGANIZATIONAL STRUCTURE

Salem High School is a public comprehensive school with Chapter 74 approved vocational technical education programs serving the City of Salem.

Salem High School is accredited by the New England Association of Schools and Colleges. Salem is committed to providing quality vocational technical education programs.

It is the responsibility of the Salem High Principal to supervise the administration of the policies and procedures required to admit and enroll applicants in conformity with this Admission Policy.

Salem has an Admission Committee appointed by the Principal. The committee consists of a member of the Administration, Guidance, Special Education, Vocational Technical and Academic Departments. Responsibilities of the Admissions Committee include:

- a. Determination of standards for admission
- b. Development and implementation of admission procedure

Page%2

- c. Processing of applications
- d. Ranking of students
- e. Acceptance of students according to the procedure and criteria in the admission policy
- f. Establishment and maintenance of a waiting list of acceptable candidates

The Principal does not participate in processing of applications, ranking of students, acceptance of students, or establishment of a waiting list. A decision not to admit a student to a vocational-technical program may be appealed to the Principal, as described in Section VIII under the Appeal Process.

The Salem School District does not participate in school choice.

V. RECRUITMENT PROCESS

Salem Public Schools disseminates information about the Vocational and Technical courses offered at Salem High School through a variety of methods.

- Visitations to eighth grade classes in local schools include an informational slide/video presentation and are scheduled by the Vocational and Technical Head Teachers during the first semester.
- An Open House is scheduled during the fall. Prospective students and their parent(s)/guardian(s) have an opportunity to visit all Technology Education offerings and the vocational technical programs.
- Tours and visits by Salem 8th grade students in the spring.
- Brochures, which describe vocational technical programs, will be distributed through the middle school and high school.
- Information regarding Chapter 74 programs can be found on the Salem Public Schools website.
- Parents/Guardians may schedule individual visits with the Vocational Director and Vocational teachers at a mutually convenient time.

VI.APPLICATION PROCESS

APPLICATION PROCESS FOR ADMISSION TO THE NINTH, TENTH,

AND ELEVENTH GRADE PROGRAMS

1. Students interested in applying to Salem High for admission to the vocational technical education programs must:

Page%3

- Review the Program of Studies for academic and vocational technical placement with a Guidance Counselor. Ninth grade students explore the courses for future career pathway selections.
- Fill out a Program of Study course selection form, selecting vocational exploration.

In order to enroll in Salem High School's Career and Vocational Technical Programs for the fall, applicants must have been promoted to the grade they wish to enter by their local school district. In addition, they must have passed courses in English Language Arts and mathematics for the school year immediately preceding their enrollment at Salem High School.

Transfer Students

- Transfer students who were previously enrolled in a Chapter 74 program maintained at Salem High School and wish to apply to that program must fill out a Program of Study course selection form, selecting the applicable program. Transfer student in grade 9 or 10 must fill out a Program of Study course selection form, selecting vocational exploration. Transcripts and discipline records are obtained from the last district attended as part of the Salem High School registration process.
- Review the course selection form with a parent/guardian and obtain a signature. Students must include academic course selections. Students must also return the course selection form to the appropriate Guidance Counselor by the deadline set by the Guidance Department.

Withdrawn Students

Students who withdraw from Salem High School's Career and Vocational Technical Programs may reapply to the programs and will be evaluated using the criteria contained in the admission policy.

VII. SELECTION CRITERIA

All ninth graders who enroll at Salem High School may participate in a full school year vocational technical exploratory program designed to help them learn about their

talents and interests relative to a variety of different vocational technical programs. In addition, vocational technical program (shop) teachers evaluate students during the exploratory program. At the end of the exploratory period, each student selects his/her program of choice, as well as a second and third choice from the explored shops.

If space is available, tenth graders may also participate in the Exploratory Program..

Page%4

Students are evaluated and graded by each shop teacher during the period of exploration. If the number of enrollees seeking a particular shop exceeds the number of openings, the evaluative grades received by the students rank ordered would determine their placement in the particular shop.

Students will list their choices for course selection for the following year during their last rotation of the exploratory program. The following criteria will be used for placement in a permanent vocational program:

- Shop Behavior 20%
- Safety 20%
- Follows Instructions 20%
- Quality of Work 20%
- Competency in Technical Area 20%
- Total 100%

Consistent with the standard practices at Salem High School for quarterly reporting of student performance, mid-quarter and quarterly formal evaluations of each student's performance in a given exploratory subject course shall be completed by the student's exploratory subject teacher. Consistent with federal and Massachusetts student records and privacy statutes and regulations, these evaluations shall be made available in a timely manner to each student and to that student's parent or guardian.

VIII. SELECTION PROCESS

Selection Process

Students are admitted into the shop of their choice based on the point total they received in all shops combined. For example, a student with a point total of 92 would be admitted before a student with a point total of 90. If a shop fills based on point total before a student gets his/her first choice, the Guidance Counselor then moves to the student's second or third choice depending on whether there is an opening in that shop. Again, the student is admitted based upon overall point total. If a student's combined point total in all shops is so low that he or she was not placed in either the second or third choice shop (the shops were filled by students with higher point totals), the student's schedule will be addressed with an interview with their Guidance Counselor.

Transfer Process

Students who wish to transfer from one shop to another may apply for a transfer. Transfer requests will be considered subject to the availability of openings in the requested shops. Each transfer applicant will be interviewed and counseled individually to determine the appropriateness of the transfer for the particular student.

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Appeal Process

A decision not to admit a student to a vocational-technical program may be appealed to the Principal of Salem High School. Any such appeal shall be made in writing, and shall be submitted to the Principal no later than seven (7) school days after the student receives notice that she/he has not been admitted to the program to which she/he was seeking admittance. Within (7) seven school days, the Principal shall make a determination on the student's admittance to the specific program whenever an appeal is duly submitted. The Principal's determination in the matter shall be final. The appeals process is to ensure that students are admitted according to the approved policy.

Salem High School Career and Technical Education Admission Policy

September 14, 2021

I. INTRODUCTION

The Career and Technical Education programs offer education to students in grades nine through twelve in the Salem Public Schools. An admission process is necessary for our vocational programs when space is a limiting factor. It is important to understand that vocational-technical programs (shops) are designed and equipped to serve a specific maximum number of students safely. Consequently, it may be impossible to accommodate the interests of all students. Therefore, a selection process is necessary to determine which applicants may benefit most from such educational opportunities. An exploratory program provides career awareness, student assessments, and educational and career planning for each of our Chapter 74 programs.

II. EQUAL EDUCATIONAL OPPORTUNITY

In compliance with state and federal laws, the Salem Public Schools maintains a non-discrimination policy. No child shall be excluded from or discriminated against in admission to Salem Public Schools, or in obtaining the advantages, privileges, and courses of study of our schools, regardless of race, color, religion, sex, sexual orientation, age, gender identity, genetic information, national origin, ancestry, homelessness, physical or mental disability, veteran status, or any other basis prohibited by state and/or federal statute. This policy provides equal access to courses and programs, counseling services, physical education and athletics, vocational education, instructional materials, and extracurricular activities.

If there is a student of limited English proficiency, a qualified staff member of Salem High School will assist the applicant in completing the necessary forms and assist in interpreting during the entire application and admission process. This will be done upon the request of the applicant.

A student with a disability may voluntarily self-identify for the purpose of requesting reasonable accommodations during the entire application and admission process.

Information on limited English proficiency and/or disability submitted voluntarily by the applicant, for the purpose of receiving assistance and accommodations during the entire application and admission process, will not affect the applicant's admission to the vocational-technical education program.

III. ELIGIBILITY

Students who are enrolled at Salem High School are eligible to apply for admission to the technical programs. The applicant must be eligible to be promoted into the grade that they seek

to enter for fall admission. Students will be admitted using the selection criteria contained in this Admission Policy.

Transfer Students

Transfer students are students who have moved to Salem from another district. Transfer students in grade 11 and grade 12 may apply for fall admission during the school year if they were previously enrolled in a Chapter 74 program that is also maintained at Salem High School and seek to enroll in that same program. Transfer students in grades 9 and 10 are eligible to apply for admission to the technical programs. All transfer students will be admitted by the same criteria contained in this Admission Policy.

McKinney – Vento

Students who are homeless will be admitted to the vocational technical program at Salem High School according to the selection criteria contained in this admission policy.

Home School

Students enrolled in Salem High School who have been previously homeschooled will be admitted using the selection criteria contained in this Admission Policy.

IV. ORGANIZATIONAL STRUCTURE

Salem High School is a public comprehensive school with Chapter 74 approved vocational-technical education programs serving the City of Salem.

Salem High School is accredited by the New England Association of Schools and Colleges. Salem is committed to providing quality Vocational-Technical education programs.

It is the responsibility of the Salem Public Schools superintendent, Salem High School principal, and CTE director to supervise the administration of the policies and procedures required to admit and enroll applicants in conformity with this admission policy.

Salem has an admission committee appointed by the principal and CTE director. The committee consists of a member of the administration, guidance, special education, vocational-technical, and academic departments. Responsibilities of the admissions committee include:

- a. Yearly review of admissions policy
- b. Development and implementation of admissions policy
- c. Processing of applications

- d. Acceptance of students according to the admission policy
- e. Establishment and maintenance of a waiting list of acceptable candidates

The principal does not participate in the processing of applications, ranking of students, acceptance of students, or establishment of a waiting list. A decision not to admit a student to a vocational-technical program may be appealed to the principal, as described in Section VII under the Appeal Process.

The Salem School District has school choice.

V. RECRUITMENT PROCESS

Salem Public Schools disseminates information about the vocational and technical courses offered at Salem High School through a variety of methods.

- Visitations to eighth-grade classes in local schools include an informational slide/video presentation and are scheduled by the vocational and technical head teachers during the first semester.
- An open house is scheduled during the fall. Prospective students and their parent(s)/guardian(s) have an opportunity to visit all career and technology education programs.
- Tours and visits by Salem seventh and eighth grade students in the spring.
- Brochures, which describe vocational-technical programs, will be distributed through the middle schools and high schools.
- Information regarding Chapter 74 programs can be found on the Salem Public Schools' website.
- Parents/guardians may schedule individual visits with the vocational director and vocational teachers at a mutually convenient time.

VI. APPLICATION PROCESS

APPLICATION PROCESS FOR ADMISSION TO THE NINTH, AND TENTH GRADE CTE PROGRAMS

Students interested in applying to Salem High for admission to the vocational-technical education programs must:

- Obtain an application from their middle school guidance counselor, Salem High School guidance counselor, or Salem High School website as early in the school year as possible.
- Return the completed application form to the middle school guidance counselor or the Salem High School guidance counselor by the deadline set by the Salem High School Admissions Committee.
- Incoming ninth-grade students will be enrolled in a full-year exploratory
- New incoming tenth grade students that did not complete exploratory can be placed in any open program, placed on a waiting list, or choose to take ½ year exploratory as a tenth grader

APPLICATION PROCESS FOR ADMISSION TO THE ELEVENTH, AND TWELFTH GRADE CTE PROGRAMS

- Any student going into the eleventh or twelfth grade CTE programs must have satisfactorily completed all subsequent levels of their course of study.

Late Applications

- Applications received after the deadlines will be accepted and students will be presented with remaining openings or placed on the waitlist for programs that are full.

Transfer Students

- Transfer students who were previously enrolled in a state-approved Chapter 74 program may apply to that program or similar program by filling out an application and selecting the applicable course from our program of studies and providing a copy of their competencies from their previous program. Admissions into the selected program will be on a space-available basis.

Withdrawn Students

- Students who withdrew from Salem High School's career and vocational technical programs may reapply to the programs and will be evaluated using the criteria contained in the admission policy and on a space-available basis.

VII. SELECTION CRITERIA AND PROCESS

All ninth-graders who enroll at Salem High School may participate in a full school year vocational-technical exploratory program designed to help them learn about their talents and

interests relative to a variety of different vocational-technical programs. Exploratory is broken into two cycles. In the first cycle, students explore all available programs, and at the end of the first exploratory cycle, each student selects their program of choice, as well as a second and third choice from the programs explored that they want to pursue further. During the second cycle, they explore in more depth their program of choice.

Salem High School uses the following system for students to identify and enroll in their preferred Chapter 74 technical program. Salem will host a decision day for all 9th-grade students at the end of the first cycle. They will have the opportunity to submit their first, second, and third choice. Multi-language staff will be available to assist students and families who require or would like assistance with this process. The admissions committee will conduct a technical program selection meeting to process a lottery for students' first choices. Subsequent second and third-choice lotteries will be conducted until all students are placed based on technical program space availability. The lottery system will be used to place students on a waitlist in the event that they are not placed in their first, second, or third choice program. In the occurrence that, upon conclusion of the lottery, students did not receive a seat in their first, second, or third choice program they will be offered seats in programs that have openings. Waitlists will remain in effect for one school year following the initial lottery. Students may only be granted continued enrollment in a specific technical program if they have been promoted to the next grade level; if they are not ultimately promoted to the next grade level, due to failure or credit deficiency, they will forfeit their seat in the program.

Students who have received disciplinary infractions for conduct for which suspension or expulsion was imposed pursuant to M.G.L. c.71 §37H or §37H1/2, or for which suspension or expulsion for more than 10 days was imposed pursuant to M.G.L. c.71 §37H3/4 during the exploratory process for their desired program will not be eligible to choose that program during the selection process. However, they will be given the option to choose any open program after the lottery process.

Consistent with the standard practices at Salem High School for quarterly reporting of student performance, mid-quarter and quarterly formal evaluations of each student's performance in a given exploratory subject course shall be completed by the student's exploratory subject teachers. Students will receive feedback from the technical program teachers which include strengths and areas for improvement. This feedback will not be considered/factored in during the placement lottery. Consistent with federal and Massachusetts student records and privacy statutes and regulations, these evaluations shall be made available in a timely manner to each student and to that student's parent or guardian.

Transfer Process

Students who wish to transfer from one shop to another may apply for a transfer. Transfer requests will be considered subject to the availability of openings in the requested programs.

Each transfer applicant will be interviewed and counseled individually to determine the appropriateness of the transfer for the particular student.

Appeal Process

A decision not to admit a student to a vocational-technical program may be appealed to the Principal of Salem High School. Any such appeal shall be made in writing, and shall be submitted to the principal no later than seven (7) school days after the student receives notice that they have not been admitted to the program to which they were seeking admittance. Within (7) seven school days, the principal shall make a determination on the student's admittance to the specific program whenever an appeal is duly submitted. The principal's determination in the matter shall be final. The appeals process is to ensure that students are admitted according to the approved policy.

Maintenance of Records

Salem High School CTE office maintains records of all students who apply, enroll, or are waitlisted as part of the admissions system and in compliance with applicable laws and regulations. Salem High School will provide this information to the Department upon request.

Salem Public Schools

BATES, BAIS, COLLINS, ECC, HMLS, SALEM PREP, SALTS, WHES

2021 - 2022 School Calendar

AUGUST 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

- 16-20 New Teacher Orientation
- 24-26 – Professional Development Day (full)
- 27 – No School
- 30 – Professional Development Day (full)
- 31 – First Day of School **Grades 1-12**

September

- 1 – First Day of School **PK/Kindergarten**
- 3 – No School
- 6 – Labor Day
- 22 – Professional Development Day (half)

October

- 11 – Columbus Day/Indigenous Peoples' Day
- 20 – Professional Development Day (half)

November

- 2 – Professional Development Day (full)
- 11 – Veterans' Day
- 24 – ½ day before Thanksgiving
- 25-26 – Thanksgiving Break

December

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

January

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

February

- 21-25 – February Vacation
- 27 – Dominican Independence Day

March

- 9 – Professional Development Day (half)
- 23 – Professional Development Day (half)

April

- 15 – Good Friday
- 18-22 – April Vacation

May

- 25 – Professional Development Day (half)
- 30 – Memorial Day

June

- 10 – Last day of School (**PK/Kindergarten**)
- 14 – Last day of School (**Grades 1-12**)
- 19 – Juneteenth Independence Day

JANUARY 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2022						
S	M	T	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2022						
S	M	T	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2022						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2022						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2022						
S	M	T	W	Th	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	First Day (Grades 1-12)		Half Day: ½ day before holiday / Last day of school
	Schools Closed: Holiday or Vacation		First Day of School (PreK & K)
	Schools Closed: Staff Report, Professional Development		Last Day of School (PreK & K)
	Half Day: Professional Development		Holidays/Observances