



School Committee Meeting Materials

Regular School Committee Meeting

June 5, 2017

7:00pm

***Mr. James M. Fleming
Ms. Deborah Amaral
Ms. Mary A. Manning***



***Mr. Patrick Schultz
Dr. Brendan R. Walsh
Ms. Kristine Wilson***

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."

June 1, 2017

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the Salem School Committee will hold a Regular School Committee meeting on **Monday, June 5, 2017 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 Regular School Committee Meeting held on May 15, 2017
- b. Deliberation and Vote on the Minutes of the Committee of the Whole Meeting held on May 15, 2017

IV. Questions and Comments from the Audience

V. Superintendent's Report – Margarita Ruiz

VI. Presentation and Reports

Update on the Teacher Leader Fellows Program through Salem State University

Update on Teacher-led Professional Development for 2017-18

Update on School Lunch for FY18

Update on FY18 Transportation Application Process

Overview of Process and Timeline to Evaluate the District's Student Assignment Policy (SC Policy #5103)

VII. Action Items

- a. Deliberation and Vote on the Approval of the 2017-18 Calendar for the Saltonstall K-8 School
- b. Discussion and Vote on Annual Salary Increases for Non-Union Employees and Principals (not including district senior management)
- c. Acceptance of Donated Truck From the Boston Fire Department
- d. Deliberation and Vote on the Approval of New Liberty Innovation School (NLIS) Overnight Camping Trip to Harold Parker State Park in Andover, MA 6/15
- e. Deliberation and Vote on the Approval of New Liberty Innovation School (NLIS) Field Trip to Canobie Lake Park on 6/28

VIII. Finance Report

- a. Approval of Warrants

April 6, 2017 in the amount of \$365, 027.66
May 18, 2017 in the amount of \$254, 315.14
May 25, 2017 in the amount of \$224, 137.41
June 1, 2017 in the amount of \$544, 857.85
June 8, 2017 in the amount of \$576, 543.44

- b. Budget Transfer Requests

IX. Subcommittee Reports

Policy Subcommittee

- a. Deliberation and Vote on a Policy 6406 Voting Method – Tabled from 5/15/17

X. School Committee Concerns and Resolutions

XI. Questions and Comments from the Audience

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee

Salem School Committee
Meeting Minutes
Monday, May 15, 2017

A regular meeting of the Salem School Committee was held on Monday, May 15, 2017 at 7:11 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

Members Present: Mayor Kimberley Driscoll, Dr. Brendan R. Walsh, Ms. Mary Manning, Mr. James Fleming, Mr. Patrick Schultz, Ms. Kristine Wilson, and Ms. Deborah Amaral

Members Absent: None

Others Present: Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Margaret Marotta, Assistant Superintendent, Kristin Shaver, Business Manager, Kelley Rice, Chief of Communications and Jill Conrad, Chief of Systems Strategy.

Call to Order

Mayor Driscoll called the Regular Meeting of the Salem School Committee to order at 7:11 p.m.

Approval of the Agenda

Mr. Fleming moved to approve the agenda as presented. Dr. Walsh seconded the motion. The motion carried.

Approval of Minutes

Mr. Fleming moved to approve the minutes of the May 1, 2017 School Committee Minutes. Dr. Walsh seconded the motion. The motion carried.

Questions and Comments From the Audience

Andrea Rupert, Chase Street shared her opinion, on the discussion of the City Connects program, that North Shore Medical Center and MGH owe this community a lot. From her perspective, they should have paid for her son Holden's education for the last half of his life. Up until he passed away, at age 20, on December 15th of this past year. She felt it is important for the sake of children and families to make one general point that one cannot be harmed without harming the whole. The school, particularly this administration, gave them sanctuary and helped them recover what they could of many losses, often going above and beyond what should ever be asked of anyone. She feels that the school should be compensated. If the City Connects budget has been allocated to other priorities, she feels that MGH and North Shore Medical Center should at least offer a matching grant to cover the cost of the program for the school. Some structural adjustments are also in order to try to ensure that no one else ends up taking their path. She urges School Committee members to look deeply into her son Holden's story as an account that in many respects may be representative of others and of more cases to come.

Superintendent Report – Margarita Ruiz

Ms. Ruiz reported that Salem High School would be celebrating the graduation ceremony for the graduating class of 2017 on June 2nd. Ms. Ruiz announced that she has appointed Jose J. Munoz as the new principal of the Nathaniel Bowditch School. He will officially be joining the Bowditch on July 1st, 2017. Ms. Ruiz also announced that Salem Public School received a grant totaling nearly \$20,000 to provide drug prevention curriculum to all of their 6th, 7th, and 8th graders. These funds are made available through Attorney General Maura Healey's office. Ms. Ruiz thanked the Salem City Council for unanimously approving the North Shore Medical Center's Community Benefits Agreement that included vital resources that will enable the district to launch City Connects. Ms. Ruiz also thanked Mayor Driscoll for her efforts and School Committee members for voicing their support.

Presentations and Reports

Update on Inter-District School Choice

Superintendent Margarita Ruiz summarized the discussion on Inter-District School Choice that took place during the Committee of the Whole meeting earlier in the evening and addressed the questions and issues that arose during that meeting.

SPS Strategic Plan

The SPS Strategic Plan presentation included context, challenges and opportunities, and overview of the Strategic Planning Process. The presentation showed Levers for Change, Governance and Structure of the Strategic Planning Process, and Vision statement that "All students will be locally engaged, globally connected, and fully prepared to thrive in a diverse and changing world". The presentation shared a mission statement, core values, SPS 21st century graduate skills and qualities needed for success in the workplace, theory of action that serve as foundation for an effective system, and implementation.

Discussion on SPS Strategic Plan

Mr. Schultz commented that he is pleased they have the implementation advisory board and other accountability mechanisms they have to use. He asked Ms. Ruiz whether they have thought about how that would look like, how the makeup is going to be, how often it's going to meet; how to disseminate the plan in a way that becomes internalized by the professionals in the schools. Ms. Ruiz said they do not currently have the actual composition and how often it is going to meet. They do know that the board is going to be a mirror in the steering committee. They would need to have further discussions. She said that it makes sense to have a cross section of the community such as parents, partners, school committee members, teachers, and staff members. Ms. Ruiz said that, in terms of communication, they would also have to consider what the school level strategy is to ensure that teachers and staff members have an opportunity to discuss this with the principals. Having school leaders discuss this with their staff is also important.

2017-18 Transportation Application Process and Timeline.

Kristin Shaver reported they are planning to release the application for the FY18 Transportation within the next couple of weeks. They will be updating everyone at the next school committee meeting.

Update on the BACS and WHES solar projects

Kristin Shaver reported they have two solar projects. One is being completed at the Witchcraft Elementary School and the other at the Bentley Academy Charter School. The project at Witchcraft is being completed in two parts. One part, a large roof with 437 kilowatts, is almost finished. The installation is complete, they just need to do some of the interconnections. The second part is on a different part of the roof, about one third of the total 209 kilowatts will be completed after they make repairs. It will likely be completed this fall. The roof at Bentley was redone. They are expecting to install the panels this week. They expect it fully completed by the beginning of August.

Discussion

Mayor Driscoll commented they would have tremendous savings on electricity as a result of the completion of these projects.

Public Hearing on Salem's Participation on the Inter-District School Choice Program for 2017-18

Mr. Fleming moved to open the public hearing on Salem's Participation on the Inter-District School Choice Program for the 2017-18 year.

Discussion

Mayor Driscoll reported that they held a Committee of the Whole meeting prior to this Regular School Committee meeting where they discussed the Superintendent's recommendation. The recommendation is to allow the School Choice program for students outside of Salem to be eligible for their School Choice program only at the Salem High School and only up to 20 students who will be entering the 9th grade in 2017-18.

Questions and Comments From the Audience

There were no questions or comments from the audience.

There being no further questions or comments at this time regarding Salem's Participation on the Inter-District School Choice Program for 2017-18 Mr. Fleming moved to close the public hearing. Dr. Walsh seconded the motion. The motion carried.

Action Item

Deliberation and Vote on Salem's Participation in the Inter-District School Choice Program 2017-18

Mayor Driscoll entertained the motion to approve the Deliberation and Vote on Salem's Participation in the Inter-District School Choice Program 2017-18.

Mr. Fleming moved that Salem accept the Superintendent's recommendation to accept up to 20 non-resident students in the 9th grade at Salem High School for the 2017-18 school year. Ms. Wilson seconded the motion. The motion was approved/carried.

Deliberation and Vote on the Approval of the SY 2017-18 School Calendars

The Saltonstall calendar was not available.

Discussion

Superintendent Ruiz informed School Committee members that the Saltonstall School calendar is not in the packet because the principal at Saltonstall needs to have more discussion and present it to the school council and conversation is still pending.

Mr. Fleming said that he does not understand how the Saltonstall School calendar shows its population has the first week of November off (right after Halloween) unlike anyone else in the city. Dr. Walsh asked that, given that the calendar is not here, might he move to approve the calendars that are here tonight with the exception of the Saltonstall School.

Dr. Walsh motioned to approve the calendars before them today, with the exception of the Saltonstall School calendar. Mr. Schultz seconded the motion. The motion carried.

Deliberation and Vote on the SPS 5-Year Strategic Plan

Mr. Fleming motioned to approve the SPS 5-Year Strategic Plan. Dr. Walsh seconded the motion. The Motion carried.

Deliberation and Vote on the Nathaniel Bowditch 8th Grade Field Trip to Canobie Lake Park

Mr. Fleming motioned to approve the Nathaniel Bowditch 8th Grade Field Trip to Canobie Lake Park. Ms. Wilson seconded the motion. The Motion carried.

Deliberation and Vote on the Approval of the New Liberty Innovation School Lock-in Event

Discussion

Ryan Sullivan, 30 Cooper Street, informed School Committee members that he worked on the Student-Staff ratio because he knows it is important as they would not want High School students walking about aimlessly. They have a total of four staff. One of the staff members is available to stay for the entire event upon opening Saturday, May 27, 2017 at 5pm to 9am on Sunday, May 28th. Three other staff members would split their shifts throughout the event where one staff member would be available a few hours and transition to the other, etc. There will always be two staff members per maximum of 20 students. Mayor Driscoll asked if he could share what the motivation for this event is and if this idea was based on anything that they have seen anywhere else. He responded that the three main motivations are to celebrate the year's accomplishments, to celebrate the success of the upcoming graduates (there is a bigger class than last year and they've all worked hard this year), and to further build school community and culture. They are a smaller student count than most other schools in their area. He feels it is important to bond and get to know each other better that way. He believes they can all encourage each other to move to that final step to graduation. Ms. Manning asked how many students are graduating. He said there are about 12-15 students the last time he checked. She asked if the students chose Saturday night. He said they all agreed to have it over the weekend and also considering that it will be a Memorial Day weekend.

Mr. Fleming motioned to approve the New Liberty Innovation School Lock-in Event. Dr. Walsh seconded the motion. The Motion carried.

Deliberation and Vote on the Resolution in Support of the Foundation Budget Review Commission recommendations

“Whereas, the Constitution of the Commonwealth (1780) requires “it shall be the duty of legislatures and magistrates, in all future periods of this commonwealth, to cherish the interests of literature and the sciences...public schools and grammar schools in the towns” And Whereas, McDuffy v. Secretary of the Executive Office of Education (1993) declared the “Massachusetts Constitution impose[s] an enforceable duty on the magistrates and Legislatures of this Commonwealth to provide education in the public schools for the children there enrolled, whether they be rich or poor and without regard to the fiscal capacity of the community or district in which such children live. It shall be declared also that the constitutional duty is not being currently fulfilled by the Commonwealth.” And Whereas, Hancock v. the Commissioner of Education (2005) concluded “I do not suggest that the goals of education reform adopted since McDuffy have been fully achieved. Clearly they have not. Nothing I say today would insulate the Commonwealth from a successful challenge under the education clause in different circumstances.” And Whereas, the Massachusetts Budget and Policy Center report Cutting Class (2011) found “the real value of the original foundation budget has eroded significantly over time, due in large part to rapid cost growth for health care and special education. Since the foundation budget's original design did not foresee this rapid cost growth, spending reductions have been forced in other key areas, especially Regular Education Teachers.” And Whereas, the Foundation

Budget Review Commission (2015) resolved “the good work begun by the education reform act of 1993, and the educational progress made since, will be at risk so long as our school systems are fiscally strained by the ongoing failure to substantively reconsider the adequacy of the foundation budget.” Therefore We, the Salem School Committee petition the 190th General Court of the Commonwealth of Massachusetts to implement without further delay in full the recommendations of the Foundation Budget Review Commission.”

Discussion

Dr. Walsh said this is simply something being done by School Committees statewide. It is encouraged by the Massachusetts Association of School Committees so that School Committees voices would be heard on the hill and legislatures will know that the people and representatives of the people out here want executives to live up to promises.

Dr. Walsh motioned to approve the Resolution in Support of the Foundation Budget Review Commission recommendations. Ms. Manning seconded the motion. The Motion carried.

Finance Report

a. Approval of Warrant

May 11, 2017 in the amount of \$424,286.02

Mr. Fleming motioned to approve the warrant as stated. Mr. Schultz seconded the motion. The motion was approved.

b. Budget Transfer Requests FY17, FY17-21, FY17-22, FY17-23

Budget Transfer Requests

Business Administrator, Kristin Shaver explained they are requesting the enrollment adjustment from the Bentley Academy Charter School to the Salem Public Schools budget, reflecting the October 1, 2016 enrollment of 257 versus the budgeted enrollment of 300. Per the agreement developed with Bentley Academy Charter School this year, the adjustment will be \$259,964 from the Bentley Academy Charter School budget to the following accounts in the SPS budget:

From Account	Account Number	Amount
Bentley Academy Charter School		\$259,964
To Account	Account Number	Amount
Salem Public Schools		
Pupil Transportation	13570151-5333	\$120,000
Vehicle Repair and Maintenance	13640181-5244	\$30,000
Contract Services – Bowditch	13570521-5320	\$25,000
Contract Services District Wide	13252030-5320	\$69,964

Mr. Fleming moved to approve their enrollment adjustment budget transfer request of \$259,964 from the Bentley Academy Charter School to the Salem Public Schools budget. Ms. Amaral seconded the motion. The motion was approved.

The 2nd is Collins Middle School request the following transfers to allow for funds to be used for museum entry for the 8th Grade New York City trip:

From Account	Account Number	Amount
Collins Middle School		
Supplies	13570921-5429	\$268.31
Instructional Supplies	13570921-5514	\$1,745.45
Office Supplies	13570921-5421	\$175.00
In State Travel	13570921-5710	\$111.80
Dues and Subscriptions	13570921-5730	\$479.00
Stipends	13570920-5150	\$1,616
To Account	Account Number	Amount
Contract Services	13570921-5320	\$4,395.56

Mr. Fleming moved to approve Collins Middle School budget transfer request of \$4,395.56 to Contract Services to allow for funds to be used for museum entry for the 8th Grade New York City trip. Dr. Walsh seconded the motion. The motion was approved.

The 3rd is the New Liberty Innovation School request of the following transfer to align funds with the intended expense:

From Account	Account Number	Amount
New Liberty Innovation School		
Instructional Supplies	13571621-5514	\$182.00
To Account	Account Number	Amount
Contract Services	13571621-5320	\$182.00

Mr. Fleming moved to approve the New Liberty Innovation School budget transfer request of \$182.00 from Instructional Supplies to Contract Services for the alignment of funds with the extended expense. Ms. Amaral seconded the motion. The motion was approved.

The 4th is the Salem High School request of the following transfer to align funds with the intended expense:

From Account	Account Number	Amount
Salem High School Equipment	13571021-5860	\$2,900
To Account	Account Number	Amount
Student Activities (Graduation)	13451031-5780	\$2,900

Dr. Walsh moved to approve the Salem High School budget transfer request of \$2,900 from Equipment to Student Activities for the alignment of funds with the intended expense. Ms. Wilson seconded the motion. The motion was approved.

Subcommittee Reports

There were no Subcommittee Reports

Policy Subcommittee

Deliberation and Vote on a Policy 6406 Voting Method – Tabled from 5/15/17

Discussion

School Committee members discussed Policy 6406 Voting Method at the Committee of the Whole (COW) meeting that evening between 6-7pm. The policy remains tabled.

School Committee Concerns and Resolutions

Mr. Fleming suggested that the main phone in the Superintendent's office be assigned as needed. Ms. Manning asked the Saltonstall School principal or designated person explain the difference in their calendar to them when it becomes available.

Superintendent Ruiz announced an invite to members of the School Committee to join her at the Salem Prep Senior celebration that will be held on May 30th, 2017 from 5:30 to 7:30pm at the school.

Questions and Comments from the Audience

There were no questions or comments from the audience.

Adjournment

There being no further business to come before the School Committee this evening. Dr. Walsh 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 May 15, 2017
- Minutes of the May 1, 2017 Regular School Committee Meeting
- Superintendent Memo Recommendation Regarding Salem's Participation in MA's Inter-District School Choice Program for 2017-18
- MA Inter-District School Choice Program Information for the Salem School Committee DRAFT 5/15/17
- Salem Public Schools Strategic Plan 2017-2022
- School Calendars (Bentley Academy Charter School, Carleton Innovation School, New Liberty Innovation School, Bates, Bowditch, Collins, ECC, HMLS, SHS, Salem Prep, WHES)
- Nathaniel Bowditch Field Trip Request
- New Liberty Innovation School Lock-in Night special event request
- Budget Transfer Requests
- Policy 6406
- Invitation to SC Members

Salem School Committee
Meeting Minutes
Monday, May 15, 2017

A regular meeting of the Salem School Committee was held on Monday, May 15, 2017 at 6:10 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

Members Present: Mayor Kimberley Driscoll, Dr. Brendan R. Walsh, Ms. Mary Manning, Mr. James Fleming, Mr. Patrick Schultz, Ms. Kristine Wilson, and Ms. Deborah Amaral

Members Absent: None

Others Present: Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Margaret Marotta, Assistant Superintendent, Kristin Shaver, Business Manager, Kelley Rice, Chief of Communications and Jill Conrad, Chief of Systems Strategy.

Call to Order

Mr. Patrick Schultz called the Committee of the Whole (COW) Meeting of the Salem School Committee to order at 6:10 p.m.

Discussion on Salem's Participation in the Inter-District School Choice Program for 2017-18

Jill Conrad began the discussion, and informed members, on School Choice. Members discussed questions and issues of the Inter-District School Choice this evening. Dr. Walsh asked what is the current principal on cost at Salem High School. Mary Manning asked if they had to answer to the state on cost per pupil. Ms. Conrad said they would find out and provide that information thereafter. Ms. Conrad continued informing members on the School Choice Program. There were questions pertaining to tuition reimbursement per student. Ms. Marotta provided detailed information of how the program works. Mr. Fleming asked of the reasons that may deter students from enrolling. Ms. Conrad said students are welcomed to enroll until the cap of 20 9th Graders have been reached. Further applicants would be turned down. Ms. Marotta gave a brief explanation on how this would be processed. Mr. Schultz inquired about felonies on a student record as to whether a student may be accepted, despite their background when there is availability. Ms. Marotta and Ms. Conrad said that records follow after enrollment process has taken place; they would not be aware of the students' record until after they have joined. Ms. Conrad said they can review disciplinary records after they have enrolled a student. Superintendent Ruiz clarified on the parallel to resident students and the School Choice Program students. It is the same process for both. The only difference is that they hold the lottery (because they only have 26 seats for Choice-In). They have 30 students and need to hold the lottery. Students become part of the Salem Public Schools once they are in the School Choice program – whether they reside in Salem or not. Members discussed the topic further.

Ms. Conrad commented that students are randomly selected. They cannot apply any selection criteria to that selection process. Mr. Fleming asked if anyone has ever surveyed the 92 students who went to another school. Ms. Conrad said that they have not done a specific survey targeting those students but that they have done a general survey through the strategic planning process. Discussion also included the choice making process and its document update.

Dr. Walsh and Mayor Driscoll agreed on the Superintendent's recommendation that 20 is the ideal number of enrollment for students to begin with.

Dr. Walsh motioned to approve the Superintendent's Recommendation. Ms. Amaral seconded the motion. The motion carried.

Discussion on Policy 6406 Voting Method – Tabled from 5/15/2017

School Committee members discussed Policy 6406 Voting Method. Mayor Driscoll said that mayor changes in policy should require 4 members. Currently, the requirement is 4 votes. She clarified to put in place a rule that says that if we are voting on a matter and someone refuses or abstains that it would be counted as majority. Mr. Fleming suggested they look into their Massachusetts Association of School Committees. Mayor Driscoll said to leave the language as is.

The policy remains tabled.

Adjournment

There being no further business to come before the Committee of the Whole (COW) School Committee this evening. Dr. Walsh entertained the motion to adjourn. Mr. Schultz seconded the motion. The meeting was adjourned.

Respectfully submitted by:

Angelica Alayon, Secretary
Salem School Committee

Meeting Materials

Superintendent School Choice Memo
School Choice Draft 5/2011
Policy 6406 Voting Method

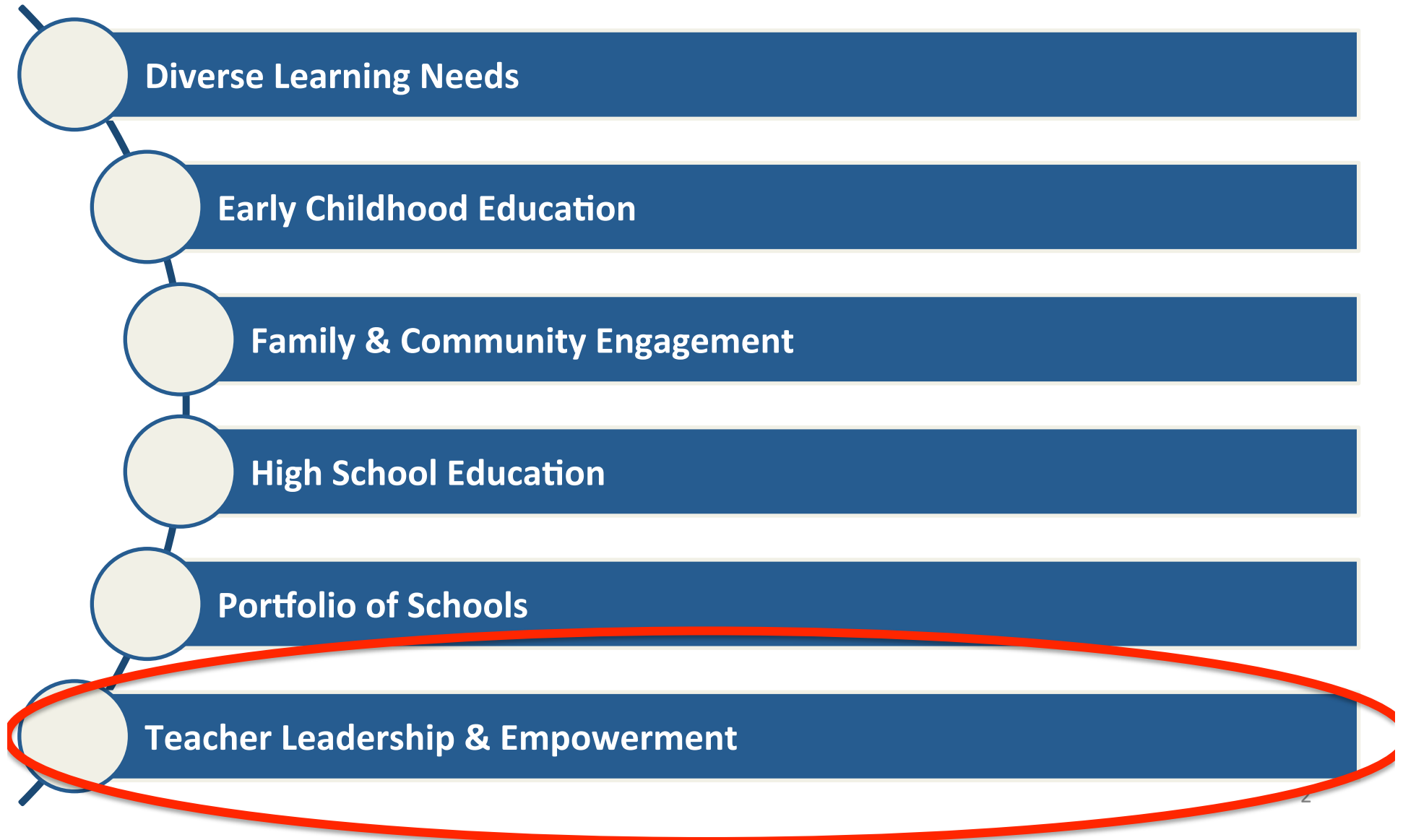


Teacher Leadership

Update to the Salem School Committee

June 5, 2017

Levers for Change



Goals

Nurture Staff Leadership & Empowerment

- **Goal #1:** Engage all staff in shaping their own professional growth and development in order to best serve Salem's children.
- **Goal #2:** Build a leadership pipeline from within the Salem Public Schools.
- **Goal #3:** Intentionally recruit, select, onboard, develop, and support new and existing staff as well as increase the diversity of our staff to drive positive student outcomes and achievement.
- **Goal #4:** Increase the cultural competence of all staff.

Current PD Model

- **PD Modules**

- Summer 2016 almost all PD developed and delivered by instructional coaches and teacher leaders
- 2017 School-year PD model –modules developed by district but administered by schools

- **Feedback**

- Teachers have limited access to leading PD
 - More ownership over delivering PD
- Survey indicates desire for differentiated PD
 - More choice
 - Better tailored to needs

Adjusting the PD Model

- **Self-Directed PD**

- Call for Proposals & Presenters
 - 3-part mini-courses
 - Nov. 7, Jan. 12, March 7—8:00-11:00
- Workshops must align to strategic planning efforts
- Present individually or in teams
- Summer planning session

Teacher Leader Cadre

- **Teacher leader cadre launched in 2016-17**
 - Targeted areas
 - Delivery of professional development
 - Facilitation of CPT
 - ILT
 - Regular district networking meetings
- **Feedback**
 - Teacher leaders not consistently leveraged to facilitate CPT or to deliver PD
 - Teacher leaders not consistently leveraged to support school improvement
 - Desire for clearly defined TL pathway and training

Teacher Leadership Re-Envisioned

Teacher Leader Fellowship

- Partnership with Salem State University
- A 1-year teacher leadership graduate certificate program
 - AGS 730 Learning to Lead
 - AGS 800 Techniques of Facilitative Leadership
 - AGS 734 Leading Professional Learning
 - EDS 835 Data-Driven Instruction
- Application process
 - Principal endorsement and agreement to support
- Action research project
 - Identify problem of practice and work on action planning and implementation through coursework



The Future of the Student Assignment Policy (SC Policy 5103): Timeline for Review

Salem Public Schools
School Committee Presentation
June 5, 2017

Student Assignment Policy-Background

- **SC Policy #5013** – the district's student assignment policy -- established in 2012
- The policy sunsets after 5 years
- **Twin Goals:**
 1. **Improve Equity:** balance school enrollment in terms of socio-economic status (~ 5% of district average, based on %FRL) over a five-year period
 2. **Foster Choice:** provide students/families with options
- **2016-17 is Year 5 (final year)**
- **To guide 2018-19 Kindergarten Registration, the policy needs review/decision by November 2017**

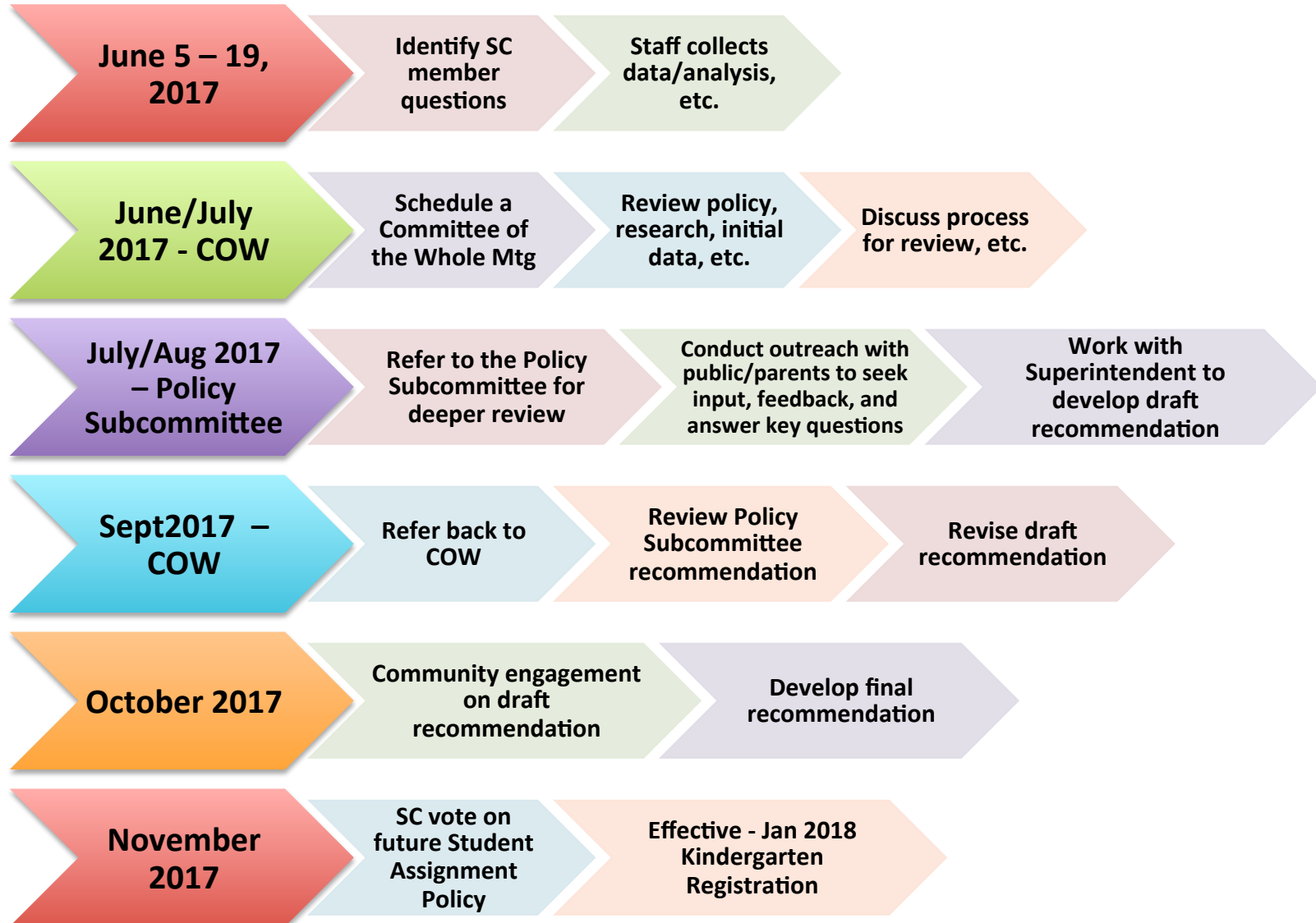
Evaluating Progress Toward Goals

- What measures would indicate that we are making progress toward the policy's **equity goal**?
- What measures would indicate that we are making progress toward the policy's goal of **improving choice**?

Key Questions/Data to Review & Discuss the Future of Student Assignment

- **What questions would you like to have answered in order to review/decide upon the future of the student assignment policy?**
- **What data would you like to see and review?**

Proposed Timeline for Review



Questions?



STUDENT AND INSTRUCTION	5000
ATTENDANCE	5100
STUDENT ASSIGNMENT	5103

Rationale: When a school's student composition becomes socioeconomically imbalanced in contrast to other schools in the District, that school's environment and educational opportunities also become imbalanced, contributing to educational inequality. It is well-documented that students learn from each other as well as from teachers and other adults. Interaction with students from different backgrounds and abilities is a powerful tool for advancing student learning and performance as well as preparation to live in the larger world.

Objective: The Salem School Committee is committed to providing a high quality, equitable education for every student enrolled in all schools in the Salem School District. Equity is providing equal access to similar resources and the educational opportunity to learn for all children throughout the District. To that end each school's enrollment shall reflect, to the extent possible, a deviation of no more than five (5) percentage points from the average socioeconomic composition of the city's school age population, as measured by free and reduced lunch (FRL) students, while simultaneously providing students a school choice option. The desired equitable student distribution shall be achieved in all grades in all the city's elementary schools within five years of the policy's inception in the Fall of 2012.

School Choice: All students residing in Salem are eligible to attend the Salem Public Schools. Student assignment policies to Salem K-5 or K-8 schools are designed to implement the objective described above and shall be administered according to the guidelines explained below. Students and families may apply for enrollment in any kindergarten, listing three schools in order of preference.

Lottery: In accordance with state law, the enrollment of students in the district's Horace Mann Charter school will be determined by a lottery process. All interested parents wishing to have their child/ren attend that school will be given the opportunity to opt in to the lottery no later than March 1st (or the date determined by the Horace Mann Charter School). This information will be collected via the district's student registration process or by the school's own process. Opting into the lottery will not preclude students from being considered for their three school choices through the district.

Implementation and Procedures:

Programmatic Placements (District-wide programs) : Students enrolled in District-wide specialized programs (*e.g.*, a special education program, a Sheltered English Instruction (SEI)

STUDENT AND INSTRUCTION

5000

ATTENDANCE

5100

STUDENT ASSIGNMENT

5103

program or Kindergarten “Newcomer” Program) will be assigned to schools according to their programmatic needs, regardless of the other provisions of this policy. Students who no longer require a substantially separate special needs program shall be considered established students with priority status in their current school. They shall, thus, be mainstreamed in the school that houses their specialized program unless their parents request a transfer under the assignment process.

Siblings: Younger siblings of a student already enrolled in a specific elementary school will be given the opportunity to attend that same school as his or her older sibling. Such siblings must submit their registration materials/applications *February 20th* to receive this preferred status. Siblings will be counted as part of the school’s free and reduced lunch (FRL) or non-FRL cohort.

Choice and Socioeconomic Status: This policy shall be utilized during the 2015-16 school transition year. It shall be applied to entering Kindergarten students, within district transfers and any students new to the District. At the time of the assignments, each school will have a given number of spaces available for entering students. This shall be based upon the District’s socioeconomic average e.g. 61% F/R meals, 39 % non F/R meals, as set on the date of the assignments. These spaces shall, to the greatest extent possible, be filled with percentages of students of low socioeconomic status reflective of the district average. Kindergartners eligible for FRL shall first be assigned to fill the available FRL spaces at the school listed as their first choice. If choices of a given school exceed space available, students will be considered for their second choice if space is available or, alternately, their third choice. A similar procedure will apply to kindergartners who do not have FRL status, so that kindergarten spaces at each elementary school are assigned from two different pools of students.

A child’s name may be placed on the waiting lists of no more than two schools. Movement from the waiting list shall be in accordance with the assignment policy described above. Waiting lists shall be maintained for six months.

Choice Procedures: If sufficient students with FRL status do not apply to fill the allotted or designated seats, those seats shall be filled by non-FRL students who have selected the given school as their first choice. Similarly, if insufficient students with non-FRL status apply at a given school, those seats shall be filled by FRL students who have selected that school as their first choice. If more students have applied than there are spaces available, seats shall be assigned first to students living within walking distance of the school. The remainder shall be assigned by

STUDENT AND INSTRUCTION	5000
ATTENDANCE	5100
STUDENT ASSIGNMENT	5103

lottery. A waiting list shall be maintained for an “oversubscribed” school for no more than six months of the assignment school year.

As each new cohort of Kindergarteners is assigned in ensuing academic years, the equitable socioeconomic objective of this policy, as defined by the percentages of FRL and non-FRL at each school, shall be achieved in all grades of the city’s elementary schools in the 2017-18 school year.

Timelines: Applications for Kindergarten enrollment for the following school year shall be submitted no later than March 1st for assignments to be made on or about May 1st. Any application received after March 1st will be assigned on or about July 1st. Applications received after July 1st shall be processed as they arrive.

In-District Transfers: When a student seeks an in-district transfer from one elementary school to another, the guidelines of this policy regarding space availability and a positive effect on the school’s socioeconomic percentages shall be primary in placing said students. District transportation policies shall apply.

Middle School Assignments (Grades 6-8)

Middle School assignments shall follow the same socioeconomic guidelines (mirroring the entire Salem school age population within five (5) percentage points) based on Free and Reduced Lunch percentages, as those outlined in the policy objective above. For those grade 5 students already enrolled in Salem Public Schools, middle school assignment shall be based on the school in which the student is currently enrolled. Parents and/or guardians of all grade 5 students must notify the School Department by April 15th, if they want their child to change to another school and of their middle school choice. If demand for any middle school assignment is greater than seats available, the socioeconomic assignment policies described in objective section above shall apply.

Involuntary Transfers: It is not the intent of this policy to force the involuntary transfer of a student already enrolled in a specific school or to force an incoming student to attend a particular school. However, when a student withdraws or is absent from school for 12 consecutive scheduled school days without medical or other acceptable documentation supporting such leave, the student may not be eligible to return to the school he or she previously attended. Absence without acceptable documentation constitutes voluntary withdrawal from the District and the student may be considered under the same guidelines as a student newly entering the District.

Review of Effects of This Policy: The Superintendent shall report to the Committee each school’s socioeconomic composition, relative to the baseline 2011-2012 academic year, during October of each subsequent year that this revised policy is in effect. If it is determined

STUDENT AND INSTRUCTION	5000
ATTENDANCE	5100
STUDENT ASSIGNMENT	5103

that the choice program outlined above is not having the intended results, this policy shall be revisited and revised accordingly to better achieve its stated objective. Until such time as the goal of this policy is achieved, the Superintendent shall distribute funds not restricted by Special Education requirements for additional support/tutorial services among those schools that are at or above the median poverty level of the city's school population as determined by the District's Free & Reduced Lunch data.

Role of the Parent Information Center in Assignment Coordination: The Salem Public Schools' Parent Information Center (PIC) shall coordinate the student assignment process for entering students, both kindergartners and students in higher grades who are new to the District. The Center shall be designed and staffed as an accessible, welcoming place and resource center for all Salem families with children in the schools, including those with children new to the

Salem Public Schools. The Center shall provide and maintain translation services; carry out verification of residency and coordination of student transfer in and out of the District; and keep an up-to-date resource directory of school and city services. The PIC is also where referrals for Special Education, Medical Information, and other support services shall be accessed. The location and hours of the PIC shall be well publicized in all schools of the District, at City Hall and on appropriate websites. Appropriate signage and other directions, to make the Center easy to find, shall be developed and maintained.

Revised and Approved: 4 February 2013.

Approved February 27, 2015

Salem Public Schools

SALTONSTALL SCHOOL

2017 - 2018 School Calendar

AUGUST 2017						
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 2017						
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 2017						
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				

NOVEMBER 2017						
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 2017						
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

- 29 – 30 New Teacher Orientation

September

- 4 – Labor Day
- 5 – Professional Development Day (full)
- 6 – Professional Development Day (full)
- 7 – First Day grs. 1-8
- 11 – First day for Kindergarten
- 27 – Professional Development Day (half)

October

- 9 – Columbus Day
- 18 – Professional Development Day (half)

November

- 6 – Intersession (No School)
- 7 – Professional Development Day (full)
- 8-10 – Intersession (No School)
- 22 – ½ day before Thanksgiving
- 23-24 – Thanksgiving Break

December

- 6 – Professional Development Day (half)
- 20 – Professional Development Day (half)
- 25 – 29 – Winter Break

January

- 1 – New Year's Day
- 12 – Professional Development Day (full)
- 15 – Dr. Martin L. King Day
- 24 – Professional Development Day (half)

February

- 19 – 23 – February Vacation

March

- 7 – Professional Development Day (full)
- 21 – Professional Development Day (half)
- 30 – Good Friday

April

- 11 – Professional Development Day (half)
- 16 – 20 – April Vacation (snow day make up as listed in key below)

May

- 28 – Memorial Day

June

- 22 – Last day of school for K
- 26 – Last day of school / PD Day (half) (pending snow days)
- 27 – 29 Snow day make up as needed

JANUARY 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2018						
S	M	T	W	Th	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH 2018						
S	M	T	W	Th	F	S
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2018						
S	M	T	W	Th	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2018						
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		

JUNE 2018						
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

	First Day grs. 1-8		First day for Kindergarten
	Schools Closed: Holiday or Vacation		Last day for Kindergarten (pending snow days)
	Schools Closed: Staff Report, Professional Development		Snow days – make up as needed in order: 6/27, 6/28, 6/29, 4/20, 4/19
	Half Day: Professional Development		
	Half Day: ½ day before Holiday / Last Day of School (pending snow days)		



Agreement for the Transfer of Ownership of Fire Apparatus and Vehicles

This Agreement ("Agreement") dated _____ by and between the City of Boston ("COB"), acting by and through the Purchasing Agent and the City of Salem, acting by and through the City of Salem Public Schools Department ("City of Salem"), grants and transfers complete ownership and legal title of the following City of Boston fire apparatus and/or vehicle(s) ("vehicle") to City of Salem:

1994 Ford Conventional Truck VIN #1FDXR82E9RVA25275

This vehicle is property that has been declared surplus by the City of Boston on January 23, 2017 at the request of the City of Boston Fire Department Commissioner and is no longer needed for City of Boston Fire Department purposes. The ownership of this vehicle is transferred to the City of Salem with the assurance that the COB is now and forever free and clear from any costs associated with these vehicles including, but not limited to, towing or repair or parts replacement charges.

Furthermore, the COB shall not be responsible for any loss, injury or damage to persons or property in or about relating directly or indirectly to this Agreement. The City of Salem shall save and hold the COB, its agents and employees, harmless, and defend and indemnify the COB and its agents and employees against any liability for injury, loss, accident or damage to any person or property, and from any and all claims, actions, proceedings, judgments, awards, loss, cost, damage or expense in connection therewith, including reasonable attorneys' fees, arising from any entry, use or activity in or about these vehicles relating directly or indirectly to this Agreement.

This transfer of ownership is held under the provisions of Massachusetts General Laws, chapter 30B, section 15, and is subject to the following terms and conditions:

- a) These vehicles are being transferred "AS IS AND WITH ALL THE FAULTS." There are no warranties either expressed or implied, including the fitness for duty of these vehicles. The City of Boston Purchasing Department's normal course of business does not encompass the sales of used fire apparatus or vehicles; therefore, an implied warranty of merchantability does not extend to these vehicles.
- b) The City of Salem acknowledges that the COB has made no representation whatsoever as to the adequacy, operability, safety or fitness of these vehicles for any particular purpose or use, or that these vehicles comply with applicable laws, ordinances, rules and regulations of government authorities. The City of Salem further acknowledges and agrees that the City of Salem and its employees and/or agents entry and activities upon these vehicles shall be at the sole risk and expense of the City of Salem.

This instrument sets forth the entire agreement between the City of Salem, acting by and through the City of Salem Salem Public Schools, and the City of Boston.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed by their duly authorized representatives, effective on the date first written above.

Dated: _____

CITY OF BOSTON
through its Purchasing Department

By: _____

Kevin Coyne
Acting Purchasing Agent
1 City Hall Square, Room 808
Boston MA 02201

Dated: _____

CITY OF SALEM
through its Salem Public Schools

By: _____

Margarita Ruiz
Superintendent
Salem Public Schools
29 Highland Avenue
Salem MA 01970

----- Forwarded message -----

From: **Jen Thomas** <jenthomas@newlibertysalem.com>
Date: Thu, Jun 1, 2017 at 1:01 PM
Subject: Camping Trip Proposal
To: Jennifer Winsor <jenniferwinsor@newlibertysalem.com>

Dear School Committee,

The New Liberty Innovation School of Salem proposes to go on an overnight camping trip on Thursday, June 15 at noon and return on Friday, June 16 at noon. There will be space for up to 12 students to attend and there will be two staff members from New Liberty in attendance as well as one or two staff from the Youth Opportunities Program (YOP) through the Appalachian Mountain club running the trip. YOP will also provide us with all the necessary camping equipment by loan. We have had a partnership with them for the last three years and gained access to the outdoor leadership training program as well.

We will be camping at a YOP site at Harold Parker State Park. YOP will be transporting the students in their van. We will be following a mutually agreed upon itinerary that will include: hiking, exploring the ponds, cooking by campfire and team building activities.

All school rules and expectations apply throughout the trip. This trip will help our scholars develop social emotional competency development in the areas of Considerate, Mindful, Organized and Tenacious.

Respectfully Submitted,

JT, JW

--

Jennifer Winsor
Principal
New Liberty Innovation School
Museum Place Mall, Second Floor
Salem, MA 01970
W: 978-825-3471
F: 978-825-3475



Appalachian Mountain Club – Youth Opportunities Program
Confidential Health Questionnaire

Participant Name: _____
First Middle Last

YOP Program Name: _____ Course Start Date: _____

Birthday: _____ Height: _____ Weight: _____ ☐ Male ☐ Female
Month/Day/Year

Home Address: _____
Street City State Zip code

Phone #s: _____
Day Evening Cell

Emergency Contact: _____
Name Relationship

Emergency Contact's Phone #s: _____
Day Evening Cell

SEVEN-QUESTION HEALTH QUESTIONNAIRE

Parent or legal guardian should complete form for all children under 18 years participating in AMC activity.

	Yes	No
1. Have you experienced an asthma attack at any time in your life? (Asthma can potentially be affected by exercising at altitude, in dry air, extreme cold, etc.)		
2. Have you ever been diagnosed with type I or type II diabetes? (A diabetic can easily become dehydrated in backcountry environments. Further, long, arduous days/hikes can lead to hypoglycemia, etc.)		
3. Have you ever visited a medical professional for a serious allergic reaction, or have you ever been given a shot of epinephrine for an allergy or anaphylaxis? (Some people are allergic to stinging insects; nut products or other food products which a co-participant might be carrying or may be included in a meal prepared by AMC staff; iodine, which might be used to treat drinking water and/or clean wounds, etc.)		
4. Have you ever received medical treatment for angina, a heart attack, or any type of heart disorder/disease?		
5. Have you ever been diagnosed with or are you currently being treated for high blood pressure? (The environment and workload associated with AMC courses can sometimes affect BP and/or the efficiency of some BP medications.)		
6. Have you ever seen a medical professional following a seizure, or are you currently being treated for any type of seizure disorder? (Some seizures are triggered by fatigue and dehydration [which can occur following a long hike], significant change in diet, stress, etc.)		
7. Is there anything else you think we should know about your medical background? (i.e., anything that could affect your safety or ability to participate fully?)		

If you answered YES to ANY of the seven questions above please answer the following:

- I was diagnosed with _____ in the last year.
- I have visited the emergency room in the last year due to _____
- I have had to use epinephrine following an asthma attack/allergies or anaphylaxis in the last year?
 - Will you be bringing/carrying epinephrine on the outing? _____
 - What are you allergic to? _____
- How often do you use your inhaler to treat your asthma or wheezing? _____
- Do you have poor circulation due to your diabetes? _____
- Will you be carrying insulin or wearing an insulin pump during your outing? _____
- Are you able to exert yourself for more than 30 minutes without experiencing angina (chest) pain? _____
- Are you currently taking medication for your seizures? _____
- Have you experienced a seizure within the past year? _____
- Is your blood pressure currently under control (i.e., systolic under 140 and diastolic between 60 and 100)? _____

If there is anything else you think we should know about your medical background, please explain below. Attach a separate sheet if necessary.

DIETARY RESTRICTIONS: Do you have any dietary restrictions? ☐ Yes – list below ☐ No

Please be specific: (food allergies, iodine/seafood allergy, vegetarian, no red meat, vegan, lactose intolerant, strong food dislikes, etc.) _____

PLEASE READ CAREFULLY! Participants (or parents/guardians, if appropriate) must read and sign below.

Participant acknowledgement of accuracy and understanding. By signing this form, I am declaring that, to the best of my knowledge, I have completed the questionnaire accurately. I also understand that by knowingly filling out the form inaccurately, or by withholding pertinent information about my health, I could potentially be increasing the risk to myself or others.

Consent to accept aid. By signing this form, I am giving consent and permission for AMC staff, volunteers, representatives, or contractors to provide medical care to me or to my child, to transport me or my child to a medical facility or to seek the aid of emergency medical services as deemed appropriate. I further authorize AMC staff, volunteers, representatives, or contractors to render whatever treatment they consider necessary for my or my child's health, and I agree to pay all costs associated with that care and transportation.

Participant's name (printed)

Participant's signature

Signature of parent/guardian (if applicant is under 18)

Date

APPALACHIAN MOUNTAIN CLUB PARTICIPANT
ACKNOWLEDGMENT AND ASSUMPTION OF RISKS & RELEASE AND INDEMNITY AGREEMENT

INTRODUCTION

PLEASE READ THIS ENTIRE TWO-PAGE DOCUMENT (hereafter 'Document') **CAREFULLY BEFORE SIGNING.** All participants must sign this Document. For participants under 18 yrs. of age (hereafter sometimes 'minor' or 'child'), one or both parent/s or guardian/s (hereafter collectively 'parent/s') must also sign. In consideration of the services of the Appalachian Mountain Club, Inc., a charitable, not-for-profit corporation, organized and existing under the laws of Massachusetts, and its chapters, including all officers, directors, employees, representatives, agents, independent contractors, volunteers (including leaders and co-leaders), members and all other persons or entities associated with it (collectively referred to in this Document as 'AMC'), **I (participant and parent/s of a minor participant), acknowledge and agree as follows:**

Appalachian Mountain Club contracts with individuals or organizations that are independent contractors (not employees or agents of Appalachian Mountain Club) to conduct some of the activities participants may engage in. Although the Appalachian Mountain Club has made efforts to locate responsible contractors, it does not supervise or control these contractors and is not responsible for their conduct. Participant (and parent/s) acknowledge that they may independently investigate and assess these organizations and activities, if they choose to do so. **Further, Appalachian Mountain Club uses volunteers to assist with, and sometimes lead activities, workshops or programs. These individuals are not paid professional guides or leaders. In all activities, all participants share in the responsibility for their own safety and the safety of the group.**

ACKNOWLEDGMENT & ASSUMPTION OF RISKS

AMC instructional, educational and/or adventure activities (which may be scheduled or unscheduled, supervised or unsupervised and/or occur during free time) include, but are not limited to hiking, backpacking, camping, biking, skiing, snowboarding, snowshoeing, high and low ropes courses, trail work, maintenance of facilities, mountaineering, rock and ice climbing, canoeing, kayaking, sailing, swimming, environmental education, wilderness emergency medical training, first aid and rescue, participation in volunteer service projects, use of AMC huts or other facilities and transportation or travel to and from activities (referred to in this Document as 'activities' or 'these activities'). **These activities include inherent and other risks, hazards and dangers** (referred to in this Document as 'risks') **that can cause or lead to injury, damage, death or other loss to participant or others. The following includes some, but not all of those risks:**

Risks present in an outdoor, mountainous or wilderness environment on land or water, both on and off trail. Travel can be subject to storms, strong winds, avalanches, currents, waves, whitewater, lightning, rapidly moving rivers or other water bodies, difficult stream crossings, snow or ice, extremely hot, humid or cold weather or water, steep terrain, falling rock, stinging or disease carrying animals or insects, wild animals and other natural or human-made hazards and dangers. Hazards may not be marked and weather is unpredictable year-round.

Risks in decision making, including, without limitation, the risk that AMC may misjudge a participant's capabilities, health or fitness level, or misjudge some aspect of instruction, medical treatment, weather, terrain, water level, or route location.

Personal health and participation risks. The risk that a participant's mental, physical or emotional condition (disclosed or undisclosed, known or unknown) combined with participation in these activities could result in injury, damage, death or other loss.

The risk that equipment used in an activity may be misused, or may break, fail or malfunction.

AMC activities may take place in remote places, several hours or days from any medical facility, causing potential delays or difficulties with communication, transportation, evacuation and medical care.

Risks connected with meals and/or cooking and camping chores. Meals may include exposure to food allergens. Risks also include gas explosion, scalding or other burns associated with cooking over a gas stove or open fire, and water contamination from natural water sources. All water may be contaminated and should be disinfected, filtered or boiled before use.

Risks associated with AMC facilities and premises, including boulders, ruts, slippery walkways, ponds or other water sources, uneven ground or other conditions.

Risks associated with transportation. Travel can be on foot or by vehicle, bicycle, boat or other means and can be over rough and unpredictable terrain or via oceans or rivers, with wind, rain, or other adverse weather conditions.

Volunteer community service. Risks associated with activities such as (but not limited to) building, digging and trail maintenance, painting, construction and clean-up projects. Projects can include the use of tools and equipment (i.e. drills, saws, power tools) that can cause injury resulting from use, misuse or malfunction.

Risks regarding conduct, including the potential that the participant, or other participants or third parties (e.g. general public, rescue squad, medical facility) may act carelessly or recklessly.

Participants may have limited, unsupervised time during, before or after the start of an AMC program. This may include periods of free time, or periods of time alone while engaged in backcountry travel. **During both supervised and unsupervised activities, all participants share in the responsibility for their own safety and the safety of the group.**

Other risks that are generally associated with instructional, educational and/or adventure activities.

These and other risks may result in participants falling, being struck, colliding with objects or people, experiencing vehicle or boat collision or capsizing, drowning, reacting to weather conditions or increased exertion, suffering gastro-intestinal complications or allergic reactions, becoming lost or disoriented, or experiencing other problems. These and other circumstances may cause hyperthermia, hypothermia, frostbite, dehydration, burns, heart or lung complications, broken bones, concussions, paralysis, mental or emotional trauma, or other injury, damage, death or loss.

2/23/10 RMT

I (participant and parent/s of a minor participant) agree:

- To accurately complete all required forms (which may include, but is not limited to the AMC application, registration and medical forms), abide by the terms of those documents, and obey all AMC rules, regulations and policies;
- If participant has any mental, physical or emotional conditions or limitations that might affect his/her ability to participate I agree to disclose those to AMC, and represent that participant is fully capable of participating without causing harm to him/herself or others;
- AMC is, and has been available, should I have further questions about these activities and the associated risks;
- AMC cannot assure participant's safety or eliminate any of these risks.

Participant is voluntarily participating with knowledge of the risks. Therefore, participant (and parent/s of minors) assume and accept full responsibility for the inherent and other risks (both known and unknown) of these activities, and for any injury, damage, death or other loss suffered by participant (and parent/s of minors), resulting from those risks and/or resulting from participant's negligence or other misconduct.

RELEASE AND INDEMNITY AGREEMENT

Please read carefully. This Release and Indemnity agreement contains a surrender of certain legal rights. I (adult participant, or parent/s for themselves and for and on behalf of their participating minor child) agree as follows:

- (1) **to release and agree not to sue AMC**, with respect to any and all claims, liabilities, suits or expenses (including attorneys' fees and costs) (hereafter collectively 'claim' or 'claim/s') for any injury, damage, death or other loss in any way connected with my/my child's enrollment or participation in these activities, or use of AMC equipment, facilities or premises. **I understand I agree here to waive all claim/s I or my child may have against AMC, and agree that neither I, my child, or anyone acting on my or my child's behalf, will make a claim against AMC, as a result of any injury, damage, death or other loss suffered by me or my child;**
- (2) **to defend and indemnify** ('indemnify' meaning protect by reimbursement or payment) **AMC** with respect to any and all claim/s brought by or on behalf of me, my child or a family member for any injury, damage, death or other loss in any way connected with my/my child's enrollment or participation in these activities or use of AMC equipment, facilities or premises.

This Release and Indemnity Agreement includes claim/s resulting from AMC's negligence (but not its gross negligence or intentional or reckless misconduct), and includes claim/s for personal injury or wrongful death (including claim/s related to emergency or medical response, assessment or treatment), property damage, breach of contract or any other claim.

CONCLUSION

I (participant and parent/s of a minor participant) agree that the substantive laws of Massachusetts govern this Document, any dispute I have with AMC and all other aspects of my relationship with AMC, and that any mediation, suit, or other proceeding must be filed or entered into only in Massachusetts.

AMC reserves the right to remove any participant from the program who staff or leaders believe, in their discretion, presents a safety concern or medical risk, is disruptive, or acts in any manner detrimental to the program. If participant is dismissed or departs for any reason, participant (and his/her family) are responsible for all costs of early departure whether for medical reasons, dismissal, personal emergencies or otherwise. These costs include, but are not limited to medical evacuation and costs, plane, train or taxi fare, accommodations, and costs and compensation for staff accompanying participant.

This Document is intended to be interpreted and enforced to the fullest extent allowed by law. Any portion of this Document deemed unlawful or unenforceable shall not affect the remaining provisions, and those remaining provisions shall continue in full force and effect.

Participant and parent/s of a minor participant agree: I have carefully read, understand and voluntarily sign this two-page Document and acknowledge that it shall be effective and binding upon me, my minor children and other family members, and my heirs, executors, representatives and estate. One or both parent/s must sign below for any participating minor (those under 18 years of age).

Participant Signature

Date

Print name here

Parent or Guardian Signature

Date

Print name here

Parent or Guardian Signature

Date

Print name here

2/23/10 RMT

PHOTO RELEASE

Your consent is greatly appreciated as it allows photos taken during this program to be used by the AMC in the future, but it is not required. The Youth Opportunities Program is funded by grants in order to make our trainings and trips affordable. Photos of our activities help our fundraising efforts. We'd greatly appreciate your consent!

I hereby authorize the Appalachian Mountain Club (AMC) and/or parties designated by the AMC (including periodicals, other printed matter, or electronic media, and their editors) to use my photograph for sale to or reproduction in any medium the AMC or its designees see fit for the purposes of education, advertising, display, exhibition, or editorial use.

Print Participant's Name: _____

Participant's Signature: _____

Date _____

If applicant is under 18 a parent or guardian signature is required:

Signature of parent/guardian _____

Date _____



I do not want my photo/my child's photo to be used.

OUTING CONFIRMATION

Thank you for booking your outing with Canobie Lake Park !
Please review the following arrangements, and reply with any
changes or corrections. See you soon!

Jennifer Thomas
New Liberty School of Salem
1 Museum Place Mall
Suite 200
Salem, MA 02176

Registration Number
170741

Outing Date: Wed, Jun 28, 2017 Est. Headcount: 33 Rate per person*: \$26.00 each
Arrival Time: 11:05 AM Departure Time: 4:00 PM Rain Date: Tue, Jun 27, 2017
Park Opening: 11:00 AM Park Closing: 10:00 PM

* The per person rate shown above is based on the outing date, number of attendees, date you booked your outing and arrival time. If any of these factors change, the rate may be effected.

Procedures to make your outing day proceed as smoothly as possible:

Upon arrival at the Park, Group Leader must sign in at a Group Sales window with the final head count.

Safety: If Group Leader is making the purchase, Members must remain on bus until Leader returns with tickets. Leader will then hand out a ticket to each Member as they disembark from the bus. Do not distribute tickets in the parking lot or at the Park Entrance. Members may then walk towards the Park Entrance Plaza with tickets in hand for admission into the Park.

Payment: Group Leaders may pay by cash, bank check, money order, organization check (ID required), VISA, MasterCard or American Express. We do not accept personal checks. **Receipts can be issued only at the time of sale.** Tickets may be purchased in advance, by appointment only, please call for more information (603-893-3506 ext. 4854). Chaperone and Under 48" tickets cannot be issued in advance. Payment in full is required at the time tickets are issued. **The Park will not accept purchase orders nor can we bill your Group.**

Chaperones: Chaperones are adults who supervise and manage the Group's behavior, safety and welfare. Groups purchasing at least 25 tickets (Mon. - Fri., except holidays) may receive up to one free Chaperone per 10 Group tickets purchased. Additional Chaperones can purchase tickets at the Group rate. Everyone must have a proper ticket for admission. Complimentary Chaperone tickets will not be issued until after all Group tickets have been purchased. **Complimentary Chaperone tickets are not available to Groups who elect to purchase tickets individually.** Chaperone tickets are dated and only valid on the date of your outing.

Food: Food vouchers are available at the time of sale. They are \$9.25 each, redeemable at 3 locations only inside the Park. Food, beverages, bottles, coolers, grills, quantity packaging, and picnic supplies are not allowed into the Park. School children and summer campers may carry their own personal lunch.

Weekends: The minimum Group purchase on the weekends is 100. No complimentary chaperones tickets on the weekends.

Policy: The Park is a smoke free facility. We ask that smoking be confined to our designated smoking areas throughout the Park (refer to a map & guide for locations). As a courtesy to all our Guests, scooters, roller blades, roller sneakers, large radios or tape players are not allowed on Park property.

Memo:

To: Salem School Committee

From: Kristin Shaver

Date: June 5, 2017

Re: FY17 Budget Transfer Request 24

The New Liberty Innovation School requests the following transfer to align the budget with the intended expense:

Account Description/Use	Account Number	Amount To	Amount From
Contracted Services	13571621-5320	\$1,648	
Instructional Supplies	13571621-5514		\$1,648

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver

Date: June 5, 2017

Re: FY17 Budget Transfer Request 25

The Salem High School requests the following transfer to align the budget with the intended expense:

Account Description/Use	Account Number	Amount To	Amount From
Testing	13441021-5307	\$4,354.79	
Printing & Binding	13441021-5381		\$3,112.94
Instructional Supplies	13571021-5514		\$1,241.85

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver

Date: June 5, 2017

Re: FY17 Budget Transfer Request 26

The Buildings and Grounds department requests the following transfer to align the budget with the intended expense:

Account Description/Use	Account Number	Amount To	Amount From
Oil Heat	13530121-5216		\$12,150.00
Building Maintenance	13530121-5241		\$7,850.00
Telephone	13530121-5341	\$20,000	

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver

Date: June 5, 2017

Re: FY17 Budget Transfer Request 27

The Carlton Innovation School requests the following transfer to align the budget with the intended expense:

Account Description/Use	Account Number	Amount To	Amount From
Contract Services	13570421-5320		\$60.00
Office Supplies	13570421-5421		\$78.68
Textbooks	13570421-5511		\$1,468.96
Books – Library	13570421-5512		\$79.68
Equipment	13570421-5860		\$1,003.18
Instructional Supplies	13570421-5514	\$2,690.50	

I recommend approval of the transfer.



SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

VOTING METHOD

6406

State law provides that:

The committee shall create and maintain accurate minutes of all meetings, including executive sessions, setting forth . . . the decisions made and the actions taken at each meeting, including the record of all votes.

No vote taken at an open session shall be by secret ballot. Any vote taken at an executive session shall be recorded by roll call and entered into the minutes.

Approval of a majority of the School Committee, equal to no less than 4 affirmative votes, is required for final adoption or amending policies; approving resolutions, contracts, calendars, improvement plans and the annual budget, as well as other non-routine items before the committee.

A quorum at a meeting may constitute approval for the purpose of routine matters of the committee including approving minutes, budget transfers and general items (e.g. field trips, referral of matters to Committee, etc.) and not specifically requiring approval of a majority of the full body

Members abstaining or declaring him or herself present understand that they are expressing their willingness to accept the will of the majority of those members actively voting.

In keeping with the law, the Salem School Committee has adopted as its policy the practice of recording every vote taken by the committee. The votes of each member shall be recorded.

Legal Reference: 30A:22

Tabled March 6, 2017
Tabled March 20, 2017
Tabled April 3, 2017
Tabled May 1, 2017

Victoria Caldwell 9/22/2016 1:49 PM

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Victoria Caldwell 9/22/2016 1:51 PM

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Victoria Caldwell 9/22/2016 1:55 PM

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Debbie Amaral 1/10/2017 3:28 PM

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Debbie Amaral 2/1/2017 11:13 AM

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Debbie Amaral 1/10/2017 3:21 PM

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Angelica Alayon 5/1/2017 11:23 PM

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*Please join us in the celebration
of*

Graduation

Class of 2017
New Liberty Innovation School

Graduation Exercises will take place
at Ames Hall, Salem YMCA
290 Essex St
on June 22, 2017 from 5pm-7pm.

Light refreshments to follow ceremony

CLASS OF 2017



***Mr. James M. Fleming
Ms. Deborah Amaral
Ms. Mary A. Manning***

***Mr. Patrick Schultz
Dr. Brendan R. Walsh
Ms. Kristine Wilson***

Mayor Kimberley Driscoll, Chair

June 7, 2017

At the Regular Salem School Committee meeting held Monday, June 5, 2017 the School Committee approved the following budget transfers FY17-24, FY17-25, FY17-26, and FY17-27 recommended by the School Business Administrator, Kristin Shaver. Central Office has requested that the fund be transferred in order to align the funds with the intended expense as follows:

Account Description/Use	Account Number	Amount To	Amount From
New Liberty Innovation School			
Instructional Supplies	13571621-5514		\$1,648.00
Contracted Services	13571621-5320	\$1,648.00	

Ms. Amaral moved to approve the New Liberty Innovation School budget transfer request. Ms. Manning seconded the motion. The motion was approved.

Account Description/Use	Account Number	Amount To	Amount From
Salem High School			
Printing and Binding	13441021-5381		\$3,112.94
Instructional Supplies	13571021-5514		\$1,241.85
Testing	13441021-5307	\$4,354.79	

Ms. Wilson moved to approve the Salem High School budget transfer request. Mr. Schultz seconded the motion. The motion was approved.

Account Description/Use	Account Number	Amount To	Amount From
Buildings and Grounds Department			
Oil Heat	13530121-5216		\$12,150.00
Building Maintenance	13530121-5241		\$ 7,850.00
Telephone	13530121-5341	\$20,000.00	

Ms. Manning moved to approve the Building and Grounds Department budget transfer request. Ms. Wilson seconded the motion. The motion was approved.



***Mr. James M. Fleming
Ms. Deborah Amaral
Ms. Mary A. Manning***

***Mr. Patrick Schultz
Dr. Brendan R. Walsh
Ms. Kristine Wilson***

Mayor Kimberley Driscoll, Chair

Account Description/Use	Account Number	Amount To	Amount From
Carlton Innovation School			
Contract Services	13570421-5320		\$ 60.00
Office Supplies	13570421-5421		\$ 78.68
Textbooks	13570421-5511		\$1,468.96
Books – Library	13570421-5512		\$ 79.68
Equipment	13570421-5860		\$1,003.18
Instructional Supplies	13570421-5514	\$2,690.50	

Ms. Amaral moved to approve the Carlton Innovation School budget transfer request. Ms. Wilson seconded the motion. The motion was approved.

Respectfully submitted by:

Angelica Alayon, Secretary to the
Salem School Committee