



School Committee Meeting Materials

Regular School Committee Meeting

October 16, 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."

October 12, 2017

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the Salem School Committee will hold a Regular School Committee meeting on Monday, October 16, 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.

REVISED 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 October 2, 2017

IV. Questions and Comments from the Audience

V. Superintendent's Report – Margarita Ruiz

VI. Presentation and Reports

Pillar 4: Family and Community Engagement

- Our Salem, Our Kids
- City Connects Implementation Update

Brief Update on Student Assignment Timeline

VII. Action Items

- a. Deliberation and Vote on the Overnight School Field Trip Request for Saltonstall 6th – 8th Graders to the Hampton Inn in Carlstadt, NJ on June 6-8, 2018 - New York City
- b. Deliberation and Vote on a Waiver of Usage Fee for the Annual Foster Children Holiday Party From the Salem Rotary Club

VIII. Finance Report

a. Approval of Warrants

October 12, 2017 in the amount of \$83,535.83

October 19, 2017 in the amount of \$543,362.56

b. Budget Transfers

IX. Subcommittee Reports

Policy Subcommittee

- a. Deliberation and Vote on Policy 6406 Voting Method – Tabled from 10/2/17
- b. Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on the Revision to Policy 6101: Vision, Mission, and Core Values
- c. Deliberation and Vote on the Second Reading of the Recommendation of the Policy Subcommittee on the Revisions to the Following Policies in the 3000-Policy Series:
 - 3406 Expense Reimbursements
 - 3502 Building Inspection
 - 3503 Buildings and Grounds
 - ~~3504 Emergency Evacuation Drills~~
 - 3506 Building Construction and Rehabilitation
 - 3602 School Bus Drivers' Responsibilities
 - 3603 School Bus Accidents

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, October 2, 2017

A regular meeting of the Salem School Committee was held on Monday, October 2, 2017 at 7:00 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

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

Members Absent: Mr. James Fleming

Others Present: Margarita Ruiz, Superintendent, Margaret Marotta, Assistant Superintendent, Kate Carbone, 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 7:00 p.m.

Approval of the Agenda

Ms. Amaral moved to approve the agenda as presented. Ms. Wilson seconded the motion. The Motion carried.

Approval of Minutes

Deliberation and Vote of the Minutes of the Regular School Committee meeting held September 18, 2017

Ms. Wilson motioned to approve the Minutes of the Regular School Committee meeting held on September 18, 2017. Ms. Amaral seconded the Motion. The Motion carried.

Questions and Comments From the Audience

There were no questions or comments from the audience.

Superintendent Report – Margarita Ruiz

Superintendent Ruiz reported that the Collins Middle School was recently recognized in the Department of Education's Extended Learning Times Newsletter. DESI acknowledged strong academic gains, increasingly strong teacher leadership, and distributive school leadership transparent practices that have also been adopted in classrooms by both teachers and students and the STEM pathways opportunities that they offer students in each grade. Ms. Ruiz thanked Chief Mary Butler and the Salem Police Department for adding another resource officer to the school and the relocation of an officer to the High School. She updated the committee on the MCAS data in terms of its release and status. Superintendent Ruiz stated that the island of Puerto Rico was ravished by the recent hurricane and announced that there will be a Drive. It is scheduled for this Saturday, October 7, 2017 9-1pm at the Immaculate Conception Parish. They are seeking donations for water, non-perishable foods, diapers, baby formulas, blankets, towels, underwear for all ages, bug sprays, flashlights, batteries, and other supplies. She urged everyone to please contact them, through social media and their website links, if they are able to donate to Puerto Rico and other places that have experienced the same disasters and to volunteer. Superintendent Ruiz repeated the announcement for the Drive in Spanish for the viewers.

Discussion

Mr. Schultz asked if the participation rate of 95% is the only metric point that determines leveling. Ms. Ruiz responded that it would to identify level 3 schools. Mayor Driscoll clarified that the issues Superintendent Ruiz talked about in terms of the timing of when the data will be available, the conversion charts, etc. is not unique to Salem; that is something that every single school district is contending with at the same time, because everyone is made to switch over to MCAS 2.0. She asked if there were any feelings that the district that took the Park the year before is sort of in a better stead because the Park is supposed to be more rigorous MCAS 2.0. Superintendent Ruiz said that they would see within time what the data reveals. Members continued discussion on the topic of data. Mayor Driscoll thought it worthwhile for the Superintendent and staff to reach out to officials at DESI on allowing school growth with MCAS 2.0 results. Mr. Schultz commented that a correlation with leveling would also be useful. He asked how much time would the district need to process raw data and to come up with a more complete analysis of the students' results after the data is received. Ms. Marotta responded that the data released this year is unlike the data released in the past. They are getting the data very close to the date it is released to the public. It would normally have been a few weeks in-between where they have the final results and are able to look at them. It appears there is less time for that this year. They will do their best to process the data and come up with a complete analysis.

Presentations and Reports

Pillar 1 – Create a Vibrant K-12 Teaching and Learning Ecosystem
Standards Based Grading Update

Assistant Superintendent Kate Carbone and the team updated members and the public on Pillar 1 – Create a Vibrant K-12 Teaching and Learning Ecosystem and the Standards Based Grading. Ms. Carbone introduced members to the presentation that talked about the connecting work under way to the Strategic Plan and Standards-Based Grading Timeline – the standards based project rollout. Michelle Herman, Director of Teacher and Leader Development, talked about some of the upsides on the K-8 side and the High School Pilot of Standards-Based Practices. Amy Selvaggio, Salem High School History Teacher (9th Grade) also talked about the Standards-Based practice in the field and shared how that shifted her own practice and the cultural learning at the Salem High School. Andrew Wulf, Administrator of Teaching and Learning, informed members on the details of the 9th Grade Draft High School Report Card, how students' progresses are reported to parents. David Angeramo, Salem High School Principal, talked about scaling how the Standards-Based practices work.

Discussion

Mayor Driscoll asked about the difference between a Standards-Based report card and what one may have seen in the past or may have traditionally used. Ms. Carbone responded that a Standards-Based report card is based on clear criteria around content. What the teachers have done is identify priority standards. This is the content that students, at a particular grade level, must absolutely master before they move on the next grade level for each of those priority standards they built what people use the term '*rubric*' they call them '*proficiency scales*' here in Salem. A Proficiency scale takes each one of those priority standards and breaks it down into the subscales in order to master this particular standard, what content and discreet subscales a student must be taught, and support it in learning. Prior to that, it varied from teacher to teacher and grades often included other things such as homework and attendance which somewhat extorted the true meaning of the grade. The Standards based report card separates those things out. They still report on homework, attendance, punctuality, and ability to work well with others – skills that are just as important for being successful overall – but these are reported separately. Mr. Schultz asked Ms. Herman and Ms. Carbone why English Language

Development (ELL) and World Languages were lagging. Ms. Carbone responded that it was because they did not have curriculum maps in those areas; they were starting from scratch. Ms. Herman briefly detailed how the standards of ELL are constructed differently, a different development process. Members asked Ms. Selvaggio further questions on the Standards-Based practice and were responded to accordingly. Mayor Driscoll asked Mr. Wulf if there are any other High Schools besides Salem Academy that are using the Standards-Based model for grading. Ms. Carbone said there are. They have found that one Standard-Based approach is not another's Standard-Based approach. They are doing a model very similar to the Salem Academy with a few tweaks. They had to do a lot of customization earlier around the model. Aspen is very intrigued with the work they are doing. They have been working with them. Aspen sees their model as something that is going to inform a launch of a new product for them that may be released for wider use for schools that use Aspen. Mayor Driscoll asked if parents are understanding it. Mr. Wulf responded that there have been questions, emails, and telephone calls, he is available to parents who seek clarification. They are going to be organizing a Parent group for feedback in terms of how they are perceiving the work. Students will be a part of that as well. Dr. Walsh asked if, other than performance, the Standards-Based report card tracks how hard students are working. Mr. Wulf explained that the Standard-Based grading behaviors are taken out of the grade, it really is based on student learning. Teachers, in collaboration with other schools in the district, identify habits of learners; teachers are able to give a rating on the report card on habits of learners. This would include completing homework and passing in materials on time. Parents are also able to receive feedback on student behaviors that dramatically impact student learning although it is not part of the grade.

Action Item

Deliberation and Vote on the Overnight Camping Field Trip Request for New Liberty 9th – 12th High School Graders to the AMC's Cardigan Lodge in Alexandria, NH on October 23-25, 2017

Ms. Amaral motioned to approve the request for New Liberty 9th and 12th High School Graders to the AMC's Cardigan Lodge in Alexandria, NH on October 23-25, 2017. Ms. Wilson seconded the motion. The Motion carried.

Discussion and Vote to Approve a Request of \$5,000 From the Dominion Fund to Support Expenses Related to the Community Convening as Part of the Redesign of the High School Experience in Salem Public Schools (Pillar 2 of the SPS Strategic Plan)

Dr. Walsh motioned to approve the request for \$5,000 from the Dominion Fund to support expenses related to the Community Convening as part of the redesign of the High School experience in Salem Public Schools (Pillar 2 of the SPS Strategic Plan). Ms. Amaral seconded the motion. The Motion carried.

Finance Report

a. Approval of Warrants

September 28, 2017 in the amount of \$328,629.56

October 5, 2017 in the amount of \$574,988.06

Dr. Walsh motioned to approve the two warrants in the amounts stated on the Agenda. Ms. Manning seconded the motion. The Motion was approved.

b. Budget Transfer Requests

There were no Budget Transfer requests

Subcommittee Reports

Policy Subcommittee

Deliberation and Vote on Policy 6406 Voting Method – Tabled from 9/18/17

Policy 6406 remains tabled.

Discussion

Dr. Walsh stated that the Policy Subcommittee met this afternoon. They talked about some possibilities and shared ideas. They will be meeting again on Friday, October 6, 2017 and again on November 6, 2017. They will be asking for a Committee of the Whole (COW) meeting on November 20, 2017.

Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on the Revisions to the Following Policies in the 3000-Policy Series:

3406 Expense Reimbursements

3502 Building Inspection

3503 Buildings and Grounds

~~3504 Emergency Evacuation Drills~~ - left out of First Reading 10/2/17

3506 Building Construction and Rehabilitation

3602 School Bus Drivers' Responsibilities

3603 School Bus Accidents

Discussion

Ms. Amaral requested to remove Policy 3504 from the list for First Reading. After discussion with the Administration, they realized there are changes.

Dr. Walsh motioned to approve the First Reading of Policies 3406, 3502, 3503, 3506, 3602, and 3603. Ms. Manning seconded the motion. The Motion was approved.

Motion to Hold a Committee of the Whole (COW) meeting on November 20, 2017

Mayor Driscoll entertained a Motion to set a Committee of the Whole (COW) meeting on November 20, 2017. The Action Item will be posted on the Agenda with the policies for review.

Dr. Walsh motioned to approve a Committee of the Whole meeting on November 20, 2017. Ms. Wilson seconded the Motion. The Motion carried.

School Committee Concerns and Resolutions

Dr. Walsh reported that parents at the Carlton School who were concerned about the MCAS testing, have students who are doing 4th Grade work, are required to take the 3rd Grade MCAS although they have not used the materials in quite a while. One of parents was concerned of the considerable language changes between 3rd and 4th grade Math. He asked the Superintendent if they were aware of this. Ms. Carbone said that it has. They have been working with the Department of Education to figure that out. They have learned that the student does not need to take every year's worth of MCAS, but they must be assessed in a given year in one of those grade levels. They are working on how to code students. She, Jill Conrad, and Beth Ann have been meeting to strategize how students are coded and how they collaboratively accommodate the trimester transitions. They had a meeting last week and are accounting for that. Dr. Walsh asked if they would be articulating this to parents. Ms. Carbone agreed. Mr. Schultz reported that they are trying to schedule a Committee of the Whole (COW) meeting for the purpose of the Superintendent's evaluation. Dates have been circulated to members to seek consensus dates for the initial meeting.

Questions and Comments From the Audience

Lynn Mullen, 360 Littleton Road, Chelmsford, MA, Art Teacher at the High School, invited everyone this Friday, October 6, 2017 from 7pm until 9pm. They are having an Opening for their first Annual Alumni Art Exhibit. They have 10 artists ranging from the Graduating Class from 1980 all the way up to the Graduating Class of 2016 that will have their work on display. It will be on display at the High School through November 3rd.

School Committee Executive Session, as Per Exemption #5, to Discuss AFSCME's (Collective Bargaining Matter in Particular) Level 4 Grievance.

Mayor Driscoll entertained a roll-call vote to move into Executive Session as per Exemption #5, under the Open Meeting law, to discuss collective bargaining matter in particular, the level 4 Grievance discussion involving the Collective Bargaining agreement with AFSCME.

School Committee Secretary Roll Call:

Ms. Deborah Amaral	Yes
Ms. Mary Manning	Yes
Mr. Patrick Schultz	Yes
Dr. Brendan Walsh	Yes
Ms. Kristine Wilson	Yes
Mayor Kimberley Driscoll	Yes

6 members voted – 6 in the *Affirmative* to convene Executive session and would not return to open session. The Motion carried.

Adjournment

There being no further business to come before the School Committee this evening. Mayor Driscoll entertained a roll-call vote to move to Executive Session as per Exemption #5, to discuss AFSCME's (Collective Bargaining Matter in Particular) Level 4 grievance. Members would convene in Executive Session and would not be returning to open session.

Dr. Walsh entertained the motion to adjourn. Ms. Amaral seconded the motion. The meeting was adjourned.

Respectfully submitted by:

Angelica Alayon, Secretary
Salem School Committee

Meeting Materials and Reports

- School Committee Agenda October 2, 2017
- Minutes of the September 18, 2017 Regular School Committee Meeting
- Strategic Planning Update Presentation
- Field Trip Request for the New Liberty Overnight Camping Field Trip to the AMC's Cardigan Lodge in Alexandria, NH on October 23-25, 2017
- Policy 6406 Voting Method
- Policies in the 3000-Policy Series



Family and Community Engagement

October 16th 2017

Family and Community Engagement

- District and schools set goals at Leadership Institute
- Work in Salem supported by engagement coaches
 - Mo Nunez, Great Schools Partnership
 - Senior associate, Great Schools Partnership
 - Co-founder, assistant director, Baxter Academy of Maine
 - Former director of special education
 - Bruce Mallory, Everyday Democracy
 - Professor of education, UNH
 - VISTA volunteer, Head Start director, middle school teacher
 - Co-founder/director, New Hampshire Listens

Engagement Goals

Goal #1: Competence: Ensure that all SPS staff have the competencies and skills needed to understand, value, and respect the range of human differences while creating a welcoming environment at every school.

Goal #2: Collaboration: Shift engagement away from a one-sided information flow to a collaborative process wherein each person's and organization's competence, understanding, and capacity are developed and the needs of all are met, particularly those traditionally disenfranchised.

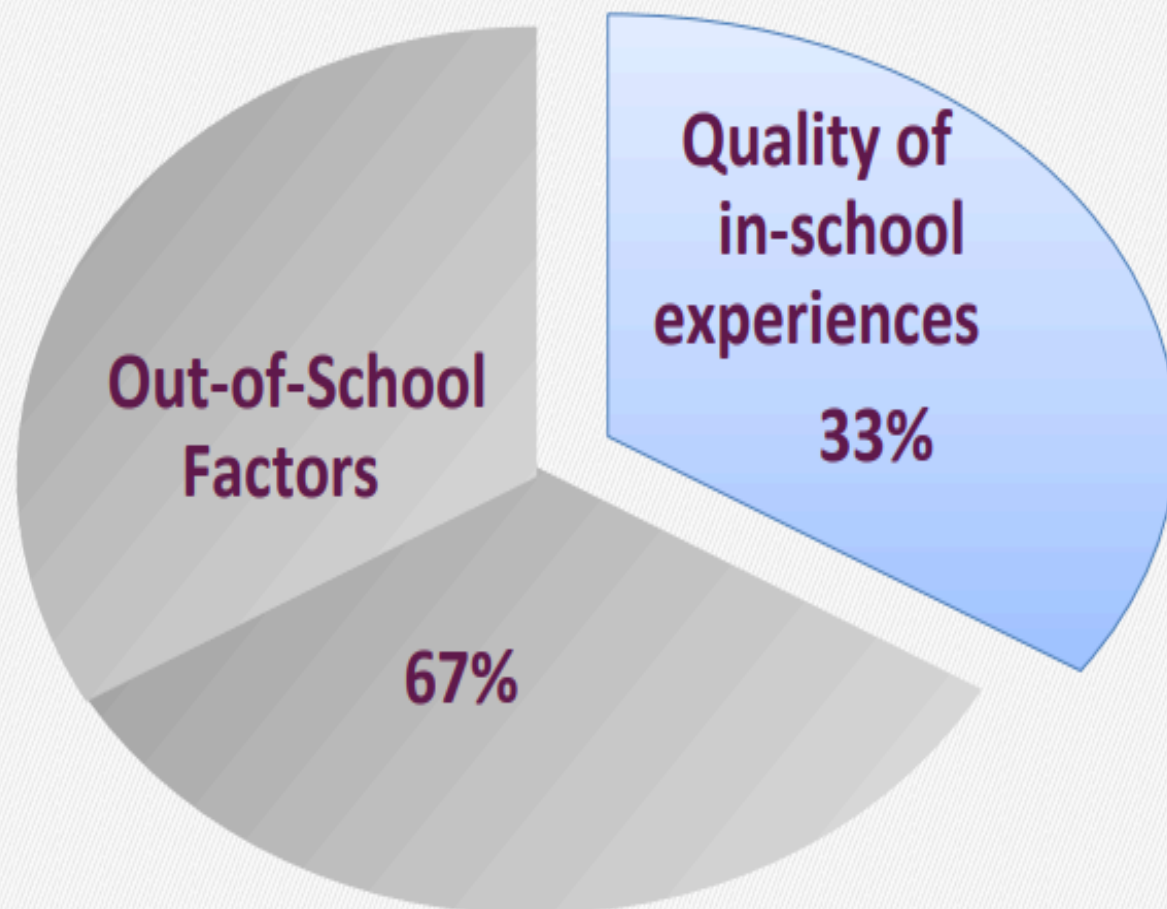
Goal #3: Infrastructure: Build systems that simplify access to schools for families and the community in order to serve all students.

Our Salem, Our Kids is more than just a coordinated effort, it's a movement. A movement to care for and challenge every kid, every day.



The problem

Out-of-school factors impact achievement



Our Salem, Our Kids: Theory of Action

If...

**Salem collectively supports
its kids**

**Salem coordinates student
support services both in
the schools and in the
community**

**We intentionally connect
people to resources and
opportunities**

Then...

**Salem becomes a healthier
city for all**

**We proactively meet
student needs**

**We identify gaps in
services**

Resulting in...

**Salem residents feel a
collective responsibility for
the wellbeing of children**

**Improved academic results
and engagement for Salem
kids because student needs
are being addressed
systemically**

Increased access and equity

Our Salem, Our Kids Today

- **Create a dynamic online hub for the Our Salem, Our Kids movement**
- **Conduct citywide training for teachers, community members and youth serving organizations**
- **Incorporate City Connects into all eight PreK-8 schools in Salem**

What is the work of tomorrow?

Salem City Connects

- **Hiring and Training of School Site Coordinators**
- **Opening of school**
- **Community partnerships and resource mapping**
- **School based student support teams**
- **Whole class reviews**

Whole Class Reviews

Systematic Information Gathering in Four Domains

- Whole Class Reviews initiated early October
- Coordinators gathering information on strengths and needs for each student and uploading data into database
- Identifying resources to help students thrive
- WCR's complete by mid-December
- Mid-year data report available late January

Understanding the Next- Generation MCAS

October 2017

MASSACHUSETTS DEPARTMENT OF
ELEMENTARY AND SECONDARY
EDUCATION



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What is the Next-Generation MCAS?

- ★ Updated version of the nearly 20-year-old MCAS assessment
- ★ Focuses on students' **critical thinking abilities, application of knowledge**, and ability to make **connections between reading and writing**
- ★ Gives a **clearer signal of readiness** for the next grade level or college and career
- ★ Designed to be given on a **computer** (though paper versions remain available)
- ★ First given in **spring 2017** in grades 3-8 in English language arts and math
- ★ Will eventually replace all older ("legacy") MCAS tests in grades 3-10



Computer-Based Testing



★ Spring 2017:

- ★ 60% of all grades 3-8 students took the test on computers; >93% in grades 4 and 8

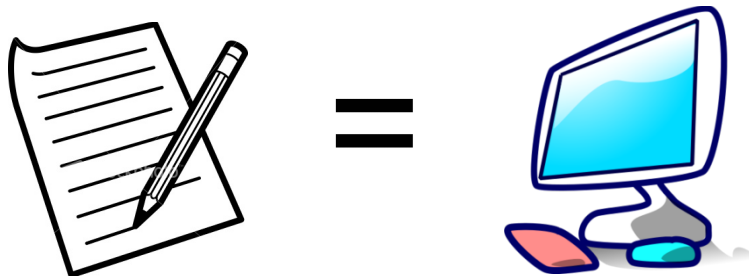
★ Phasing in computer-based testing by grade level

- ★ Spring 2017: Grades 4 and 8 English language arts (ELA) and math
- ★ Spring 2018: Grades 4-5 and 7-8 in ELA and math and grades 5 and 8 in science and tech/eng
- ★ Spring 2019: All tests in grades 3-8, grade 10 ELA and math



Equating of Computer- and Paper-Based Test Forms

- ★ Ensure fairness regardless of test form (computer or paper)
- ★ Applied in grades where schools could choose to administer computer-based or paper-based tests (grades 3, 5, 6, and 7)
- ★ Used the results from parts of the test that are **similar** to help adjust the scoring on parts of the test that vary by format.



Scores Are Being Released This Month for Tests Students Took in Spring 2017

★ Next-Gen MCAS

- ★ English language arts and math, grades 3-8

★ Legacy MCAS

- ★ Science and tech/eng in grades 5 and 8
- ★ All high school MCAS (English language arts, math, and science and tech/eng)



What will the scores look like?

- ★ Achievement levels
- ★ Parent report
- ★ Aggregate results for schools, districts, and the state



MCAS Achievement Levels

★ Legacy

Advanced

Students at this level demonstrate a comprehensive and in-depth understanding of rigorous subject matter, and provide sophisticated solutions to complex problems.

Proficient

Students at this level demonstrate a solid understanding of challenging subject matter and solve a wide variety of problems.

Needs Improvement

Students at this level demonstrate a partial understanding of subject matter and solve some simple problems.

Warning

Students at this level demonstrate a minimal understanding of subject matter and do not solve simple problems.

★ Next-generation

Exceeding Expectations

A student who performed at this level exceeded grade-level expectations by demonstrating mastery of the subject matter.

Meeting Expectations

A student who performed at this level met grade-level expectations and is academically on track to succeed in the current grade in this subject.

Partially Meeting Expectations

A student who performed at this level partially met grade-level expectations in this subject. **The school, in consultation with the student's parent/guardian, should consider whether the student needs additional academic assistance to succeed in this subject.**

Not Meeting Expectations

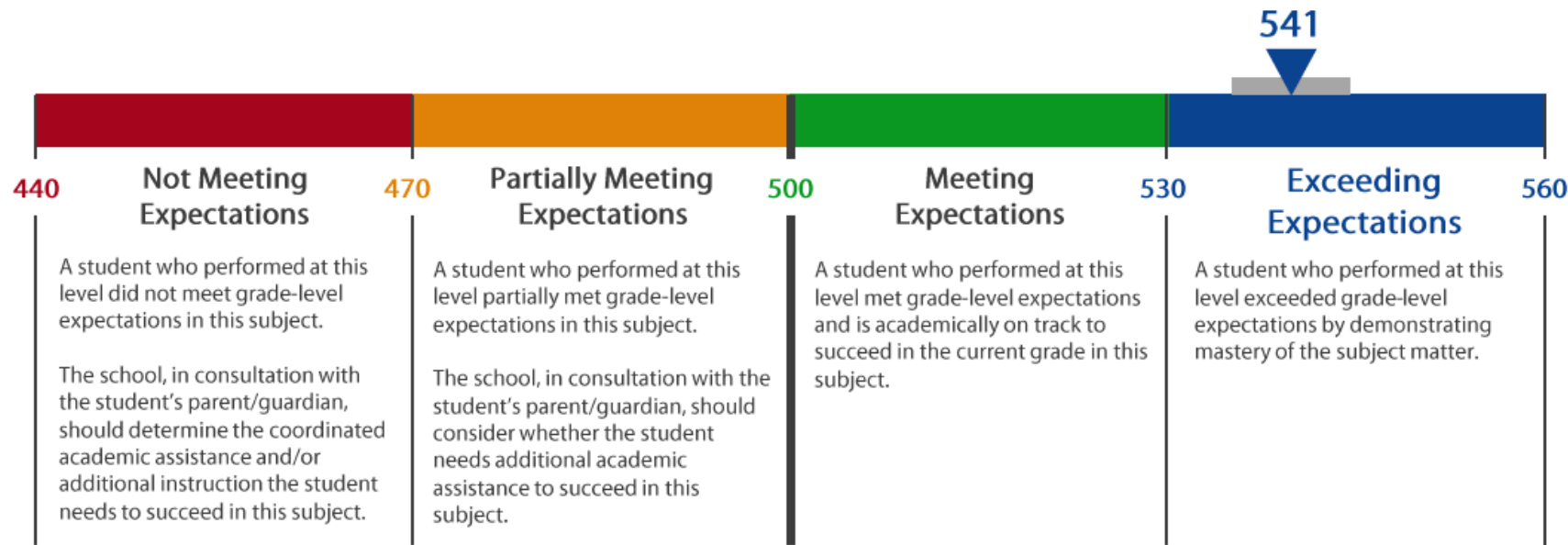
A student who performed at this level did not meet grade-level expectations in this subject. **The school, in consultation with the student's parent/guardian, should determine the coordinated academic assistance and/or additional instruction the student needs to succeed in this subject.**



Mathematics Results

Computer-based test

Your Child's Achievement Level: **Exceeding Expectations**
Your Child's Score: **541**








In the figure above, the triangle indicates your child's score on the test. The gray bar shows the range of likely scores your child would receive if he or she took the test multiple times.

How your child performed compared to the school, district, and state

Your Child's Score	Average Score		
	School	District	State
541	485	502	515

How your child performed on the test in each reporting category and on each individual test question

Reporting Category	Points earned by your child	Average number of points earned by Meeting Expectations students who scored close to 500.
Operations & Algebraic Thinking 	7 out of 10	6.0 out of 10
Numbers & Operations in Base Ten 	10 out of 10	6.8 out of 10
Numbers & Operations - Fractions 	5 out of 5	4.0 out of 5
Measurement & Data 	8 out of 9	6.1 out of 9
Geometry 	3 out of 4	2.5 out of 4

Individual Test Questions

Question Number	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
Points Earned	1/2	3/4	0/1	0/1	3/3	1/4	1/1	1/1	1/1	0/1	1/1	1/2	1/2	1/1	1/1	0/1	4/4	3/4	0/4	1/1	1/1	1/1	0/1	0/1	0/1	2/3	5/6	0/1	1/1	1/1

Key
x/y = x points earned out of y possible points
Blank space/y = no answer provided

Go online to see a description of every test question at
www.doe.mass.edu/mcas/parents.

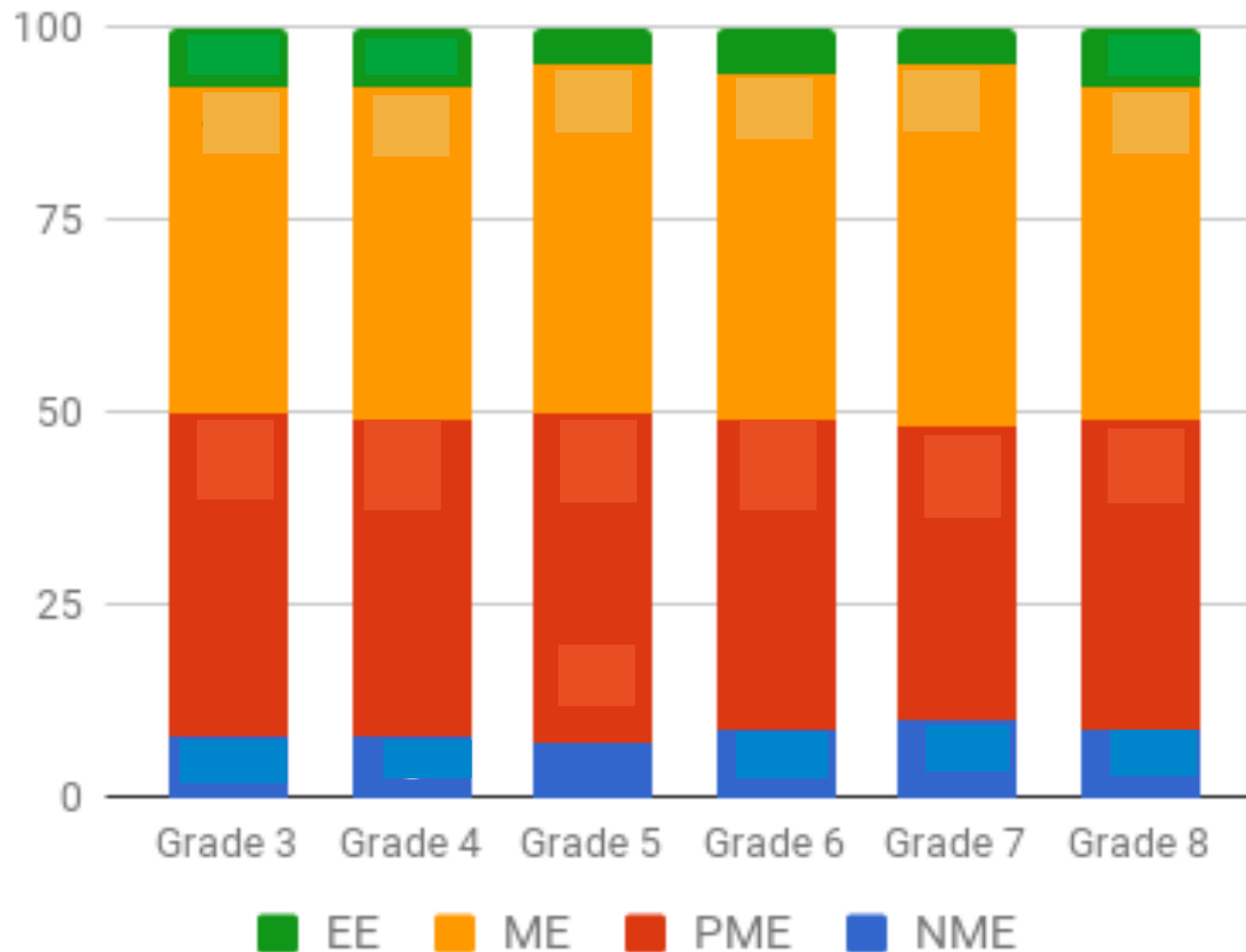


Why Did My Child Score Proficient on the Older MCAS but Only Partially Meeting Expectations This Year?

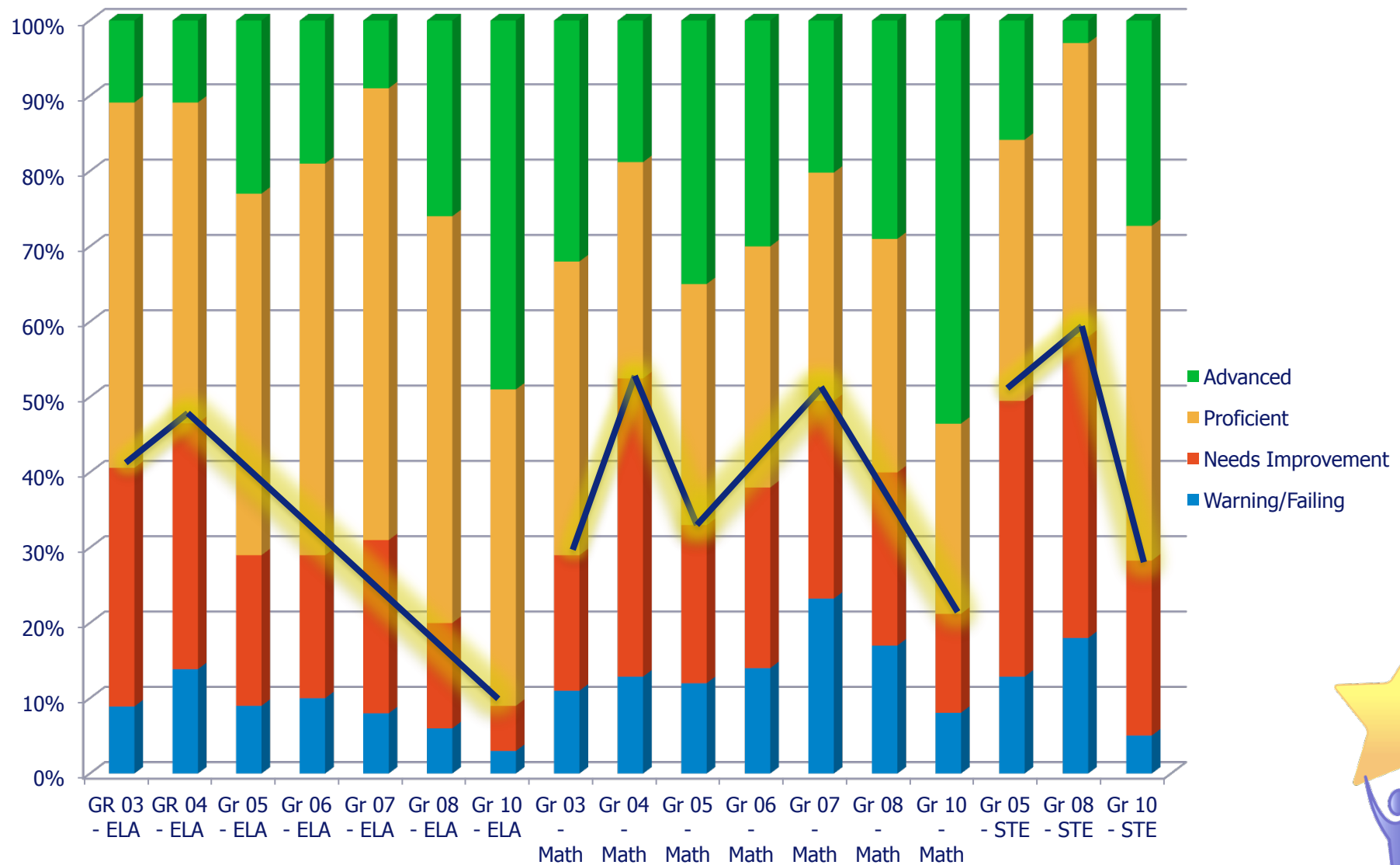
- ★ In general, the new standards for Meeting Expectations are **more rigorous** than the standards for reaching the Proficient level on the legacy MCAS.
- ★ **Massachusetts educators** set the new standards to help **signal students' readiness** for the next grade level.
- ★ **Look closely at where your child's score falls** within the Partially Meeting Expectations category. If it isn't close to Meeting Expectations, talk with your child's teacher about how you can work together to help your child catch up.
- ★ Spring 2017 is a **baseline year** for a new test in grades 3-8, and spring 2017 scores **should not be compared** to previous years' scores.



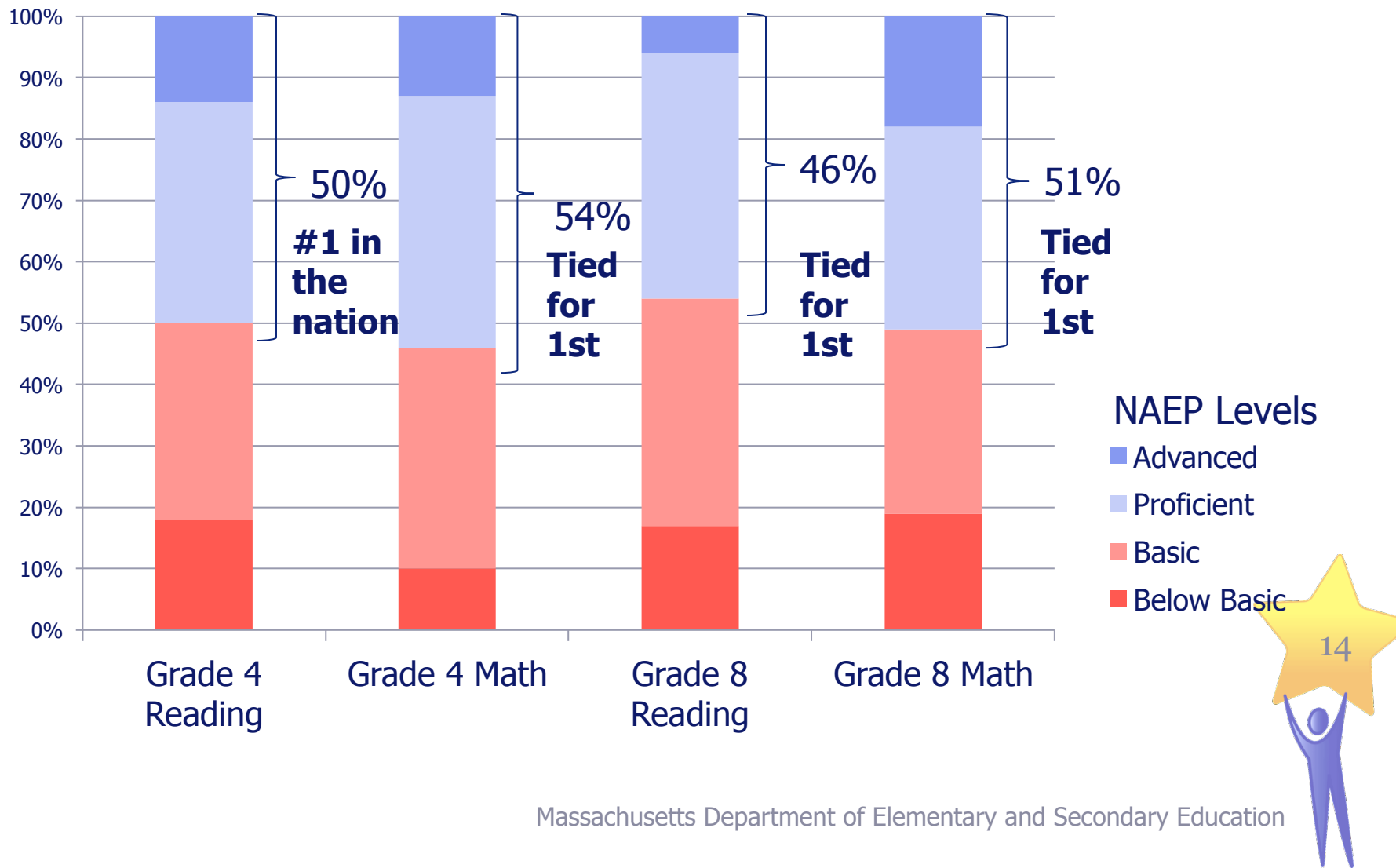
Projected Statewide 2017 Results for Grades 3-8 ELA and Math: Percent of students in each achievement level



...and Less Like Legacy MCAS Results (2015)



Projected Next-Gen MCAS Results Look More Like Massachusetts's 2015 NAEP Results...



Interpreting the Projected Results (Part 1)

- ★ **The results do NOT mean that students learned less;** the next-generation MCAS **measures in a different way**
- ★ Remember: **2017 is the baseline year** — the first year of a new assessment — and we expect scores to change over time, as occurred when the legacy MCAS debuted in 1998.
- ★ **Massachusetts educators** set these standards, and they raised them in order to make sure our students will be college- and career- ready.
- ★ **In some grades and subjects** (grade 4 English language arts and math, grade 7 math), **the percent of students** Meeting Expectations **will likely be similar** to the percent that were Proficient previously. **In other grades and subjects** (grade 8 English language arts), **the percent** who are in Meeting Expectations **will likely be lower** than the previous percent of Proficient students.



Interpreting the Projected Results (Part 2)

- ★ The roughly equivalent proportion of students in each grade and subject area reflect:
 - ★ A standard setting process involving **panels of educators** who valued a clear progression of learning expectations from grade to grade;
 - ★ **Panelists' consistent application of the standards** as they made expert judgments about student achievement on the new tests;
 - ★ The fact that standards were set for all these tests **at the same time**, unlike with the legacy MCAS



Looking Beyond Scores

- ★ Scores can identify areas where students need academic support, but scores can also reflect **non-academic barriers to learning.**
- ★ ESE and districts continue to work together to:
 - ★ teach with poverty in mind,
 - ★ build cultural competency,
 - ★ address disproportionate and excessive student suspensions,
 - ★ support homeless students, and
 - ★ make schools safe for vulnerable students, such as LGBTQ students, recent immigrants, and others.



Accountability & the Next-Generation MCAS

- ★ Because of the new assessment, **there will not be any new grades K-8 Level 4 schools this year.**
- ★ Student growth percentiles, which measure how much progress a student made in a year, can still be compared across years.



How Do I Learn More?

★ MCAS Parents Page

<http://www.doe.mass.edu/mcas/parents/>

★ Resources coming soon include:

- ★ Annotated Parent/Guardian Report
- ★ Frequently Asked Questions (FAQs)
- ★ Item Descriptions

★ MCAS Parent Guide (available in several languages):

<http://www.doe.mass.edu/commissioner/Back-to-School/>





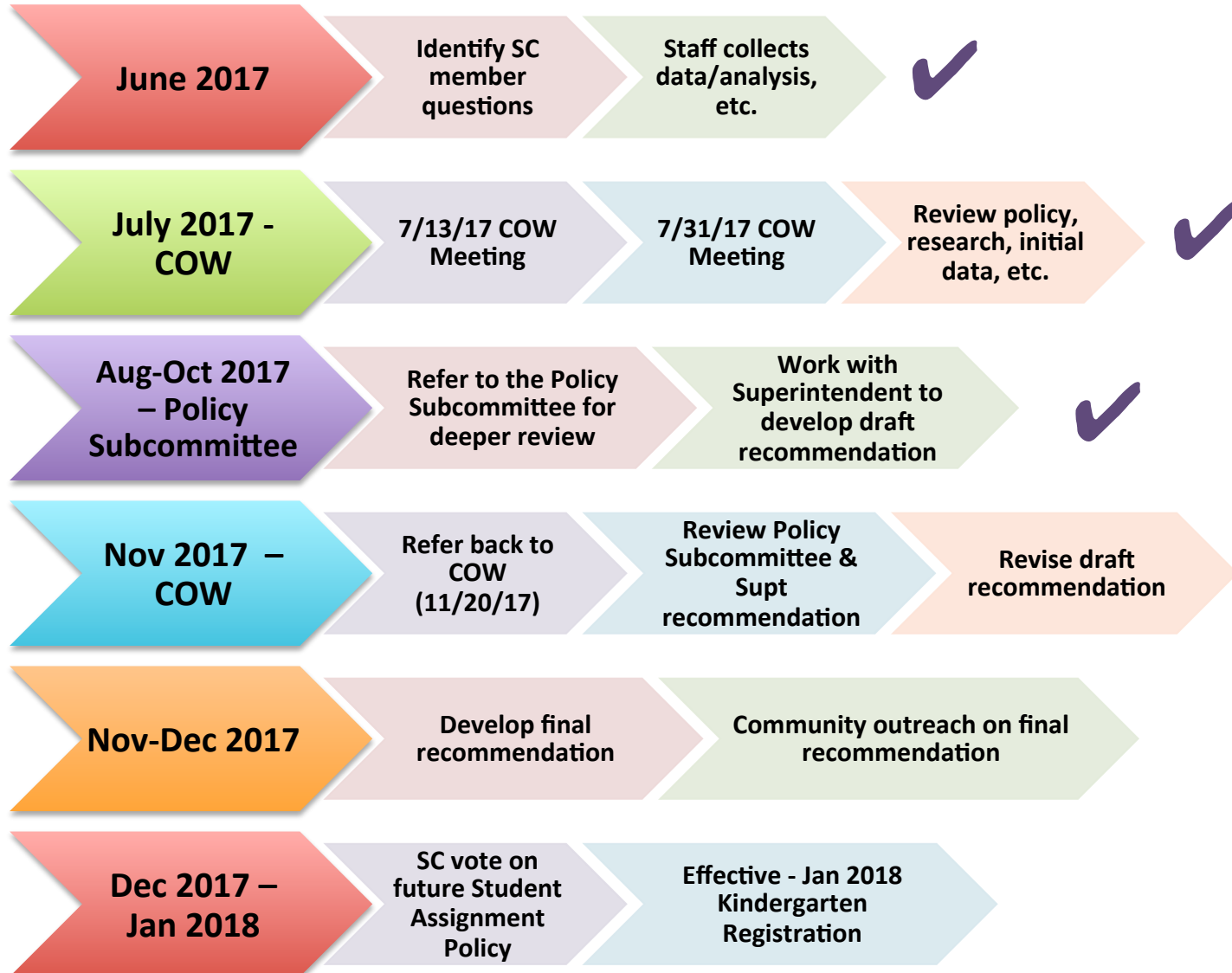
The Future of the Student Assignment Policy (SC Policy 5103):

**Salem Public Schools
School Committee Meeting
October 16, 2017**

Our Charge

- 2016-17 is Year 5 of SC 5103 (final year)
- To guide 2018-19 Kindergarten Registration, the policy needs review/
some sort of decision by Winter 2017

Timeline for Review



July COW Discussions

- **SC Members reviewed data to gauge effectiveness of current policy**
 - Slides of all data presented in meeting materials on www.salem.com
- **SC Members identified goals for the future of the student assignment policy**
- **SC Members determined a direction for the Policy Subcommittee and Superintendent**

Policy Goals for Student Assignment

- **Achieve socio-economic balance across schools**
 - Equitable, diverse student populations in schools
 - Consider allowing deviation to be more than 5%; maybe 5% is unrealistic
 - Explore possibility of holding seats to achieve goals
- **Keep siblings together**
- **Maximize choice for families**
- **Increase role of proximity to schools**
 - Try to reign in transportation costs (reduce/control/effective)
- **Transparent/easy to understand process**
- **Overarching - all schools are excellent so this policy becomes irrelevant**

Next Steps

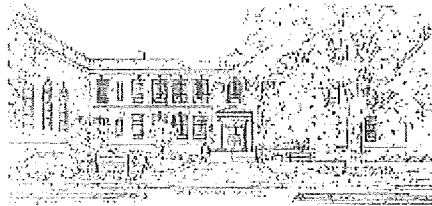
- **October – November**
 - Superintendent staff drafting revised policy (with input from Policy Subcommittee)
- **11/6/17 Policy Subcommittee Mtg**
 - Review and discuss draft policy, refer to COW
- **11/20/17 Committee of the Whole**
 - Review and discuss – develop final draft
- **December – January**
 - Three readings to be scheduled on final policy revision

Questions & Discussion?



Saltonstall School

Mr. Michael Lister Interim Principal



October 16, 2017

Dear Parents,

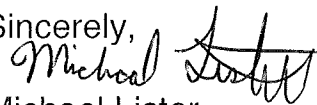
We are in the process of planning our 5/6 field trip for June 6,7 & 8th, 2018. We are planning an ambitious educational trip to New York City. Enclosed is an itinerary showing the many important sites the students will have a chance to visit. With a trip of this length, it will be necessary for students to stay over two nights at the Hampton Inn in Carlstadt, NJ. The trip will be fully chaperoned by the staff at Saltonstall.

The basic cost of the trip will be \$250 per child (based on quad occ.) and will include transportation, 2 nights hotel accommodations, 2 breakfasts, and all entrance fees. Each student will have the opportunity to earn part or all of the cost of the trip by selling items at various times throughout the year. Whatever profit the child makes goes into his/her own trip account at school. Students will also have the opportunity to add to their account throughout the year. The Saltonstall community will sponsor additional fundraisers to help lower the total cost and to create a scholarship fund. We will also be seeking donations from organizations within the community. If you can be of any assistance in this endeavor, **please** call us.

We realize that you may have a number of questions and concerns. Later in the year there will be a meeting for all those parents whose children will be taking the trip so that you will be fully aware of our plans. If you have any immediate questions please contact Mrs. Iannaccone in the office.

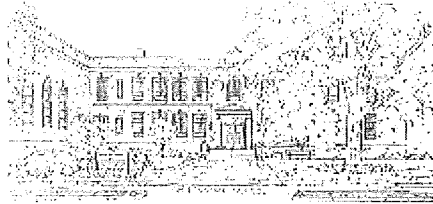
Parents will also have the opportunity to accompany the students and staff on this trip. The cost per parent is \$360 (based on double occupancy). This also includes all adult entrance fees, transportation and 2 breakfasts. If you wish to take advantage of this opportunity, you may do so after the students have had the opportunity to sign up. A notice will go home to parents after November 3rd explaining the process. Please do not send money in now for parent deposits.

The Saltonstall staff is enthusiastic about having the opportunity for our students to experience history coming alive. If you are interested in signing up for this trip, please send in a nonrefundable deposit of \$50.00 by November 1st, 2017.

Sincerely,

Michael Lister
Principal

Saltonstall School

Mr. Michael Lister Interim Principal



Name of
student _____

Homeroom teacher _____ Deposit amount
enclosed \$ _____

Date _____

Parent/Guardian
signature _____

New York Itinerary- 6/6/2018-6/7/2018, 6/8/18

Wednesday- June 6, 2018

5:45- Arrive at Saltonstall

6:00- Depart Saltonstall School Yankee Line (brief restroom only stop)

11:00-lunch on road (or bring from home)

2:00- Tour of the **United Nations** - Bus 1 & 2 see schedule of times.

4:00-Board busses for drop-off at Battery park-(see map) -**911 Memorial**(walk 2 blocks to Memorial)

5:30-Pick up at Battery Park-Depart 911- stop for dinner in Times Square(5 Guys/McDonald's)

7:30-Busses arrive at Hotel - **Hampton Inn**, Carlstadt, NJ

Thursday, June 7, 2018

7:00- Bus#1 to breakfast-included

7:20- Bus#2 to breakfast

8:00- Depart for **Statue of Liberty & Ellis Island** - We will depart from **Liberty Park** on the New Jersey side. Spend the entire day on the 2 islands. Lunch may be purchased on either island.

4:30- Take the **RETURN** ferry to Liberty Park-NJ

5:30- -Dinner-(Food court near Liberty Park)

6:30- Return to Hotel- project time/visiting

Friday, June 8, 2016

7:00- Bus #2- Breakfast- (included)

7:20- Bus #1- Breakfast

8:00-Board Busses for **Connecticut Science Center**

11:00- Stop for lunch on highway

1:00-Arrive at Science Center

3:30-Depart for home -

6:00 - Arrive Salem- **SCC** (1st stop) **Saltonstall** (2nd stop)



"Service Above Self"

Rotary Club of Salem

Organized January 18, 1918

PO Box 608

Salem, Massachusetts 01970

Weekly Luncheons

Tuesdays a 12:15

Hawthorne Hotel

Officers and Directors

2016-2017

President

Viktorja Talebian

President-Elect

Jason Consalvo

Vice-President

Rinus Oosthoek

Secretary

Richard Eisner

Treasurer

Patty Pace

Assistant Treasurer

Bill Henning

Sergeant at Arms

Ean Sullivan

Assistant Sergeant at Arms

Trip Mason

Spoke Editor

David Westcott

Immediate past President

Mark Leavitt

Board of Directors

Joe Amico '18

Rich Blazo '17

Tim Clarke '17

Victoria Davis '18

Bill Henning '17

Adria Leach '18

Trip Mason '17

Ean Sullivan '18

David Wescott '18

Bruce Whear '17

Esteemed Members of the School Committee,

The Children's' Holiday Party is an event that several Rotary Clubs in our district team up on to help the foster families on the North Shore. With the help of Peabody Danvers Beverly Swampscott and Marblehead Rotaries we hold this event every year. There are about 100 children served. The foster families have a chance to talk with one another for mutual support while the kids play in bouncy houses, get faces painted and enjoy a magician. Of course our own Jeff Holloran is Santa for the event and presents are given out. Long-term Department of Children and Families worker Carla King helps us organize the event. The DCF does not fund this event at all.

Somehow a waiver was missed. We usually pay for one custodian. We have never paid for rental of the field house in the past. If the \$1600 bill can be reduced to one custodian we would greatly appreciate it, as we did not have this \$1600 in our budget for the event.

Thanks for addressing this matter,

Dr Elizabeth Bradt
All Creatures Veterinary Hospital
20 Commercial St
Salem, MA 01970

978-740-0290

THE SALEM PUBLIC SCHOOLS

Request for Use of School Facilities

Date: 10/2/17

FACILITY: Salem High School Field House
EVENT DATE: 12/2/17 RENTAL TIME: 10-5
PERFORMANCE TIME: 10-5 HEAT REQUIRED ☐ A/C REQUIRED ☐
PROGRAM DESCRIPTION: Children's Holiday Party
APPROXIMATE AUDIENCE SIZE: 170 ADMISSION CHARGE: \$0
SUBMITTED BY: Elizabeth S. GRADT (Contact Person)
TELEPHONE: 978-979-5704 (Day/Evening)
REPRESENTING: SALEM ROTARY CLUB (Agency/Group)
ADDRESS: 22 LARIMONT RD
CITY: SALEM STATE: MA ZIP CODE: 01970
FAX NO.: 978-744-9732 CELL PHONE NO.: 978-979-5704
EMAIL: doc120@earthlink.net

EQUIPMENT OR SPECIAL NEEDS REQUIRED:

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

We need 10 tables to sit at
We need 10 long tables for food and presents
We will present this to school committee to
waive fees → **USAGE FEES:**

FACILITY FEE:

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

CUSTODIAL FEE:

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

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

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

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

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

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

Date: _____
Date: _____

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

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

Memo:

To: Salem School Committee

From: Kristin Shaver

Date: October 16, 2017

Re: FY18 Budget Transfer Request 10

The Teaching and Learning Office requests the following transfer to align funds with the needed expense:

Account Description/Use	Account Number	Amount From	Amount To
Educational Training	13990161-5317	\$46,000	
Instructional Materials	13570141-5514		\$46,000

I recommend approval of the transfer.



Memo:

To: Salem School Committee

From: Kristin Shaver


Date: October 16, 2017

Re: FY18 Budget Transfer Request 9

The Teaching and Learning Office requests the following transfer to use funds from an unfilled position for curriculum materials.

Account Description/Use	Account Number	Amount From	Amount To
Salaries	13570140-5125	\$70,000	
Instructional Materials	13570141-5514		\$70,000

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
Tabled May 15, 2017
Tabled June 5, 2017
Tabled June 19, 2017
Tabled July 17, 2017
Tabled August 21, 2017
Tabled September 18, 2017
Tabled October 2, 2017

Victoria Caldwell 9/22/2016 1:49 PM

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Victoria Caldwell 9/22/2016 1:51 PM

Deleted: records

Victoria Caldwell 9/22/2016 1:55 PM

Deleted: action taken

Victoria Caldwell 9/22/2016 1:52 PM

Deleted: A summary of all matters voted shall be made available with reasonable promptness after each meeting; . . . In any matter requiring a vote of the committee, the vote shall be by voice or roll call vote, and no secret or written ballot shall be used.

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 3:28 PM

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Debbie Amaral 1/10/2017 3:21 PM

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Debbie Amaral 9/13/2016 10:26 PM

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SCHOOL COMMITTEE	6000
<u>SCHOOL COMMITTEE OPERATIONS</u>	6100
VISION, MISSION, AND CORE VALUES	6101

VISION STATEMENT

All students will be locally engaged, globally connected, and fully prepared to thrive in a diverse and changing world.

MISSION STATEMENT

Salem Public Schools is a diverse and welcoming community that promotes the academic, social, emotional, and physical development of each student through the equitable delivery of challenging, relevant, and joyful learning experiences. We empower all students to chart a personalized path to success that includes a commitment to the common good.

CORE VALUES

Our organization's values define what we cherish and how we conduct ourselves every day on behalf of Salem's children. In alphabetical order, they are as follows:

CELEBRATION OF DIFFERENCE

We celebrate the magnificent diversity of our community and recognize it as one of our greatest sources of strength. As we prepare our children for a diverse world, we must model the value that comes from different cultures, languages, perspectives and experiences. When we recognize and welcome our differences, we discover our common humanity.

COLLABORATION

Through collaboration we find new sources of energy and strength. SPS encourages and supports collaboration and exchange within our schools and across the district. When children see adults working well together, they learn to work well together—a skill that will benefit them in years to come in any endeavor. Moreover, SPS actively seeks out partnerships with the rich array of organizations that are the hallmark of our community. Everyone wins when the city becomes an extension of our schools and classrooms.

CULTURE OF LEARNING AND INNOVATION

We live in a world that is changing at a rapid pace, which requires that all of us take responsibility to be continuous learners. Building on what is working well, we closely follow emerging trends, identify and share promising practices, seek outside expertise when necessary, and embrace new approaches that will benefit our children. We are also nimble enough to adapt quickly to changing conditions.

EQUITY & ACCESS

SPS is committed to identifying and eliminating any and all barriers to educational achievement. To this end, we promote policies and practices that are fair and just, and make learning opportunities—in and out of school—fully accessible to all. We commit to ensure *every* student, regardless of background, meets our high standards for achievement, participation, and growth.

GROWTH FOR ALL

In our district, *everyone*—including administrators, teachers, students, staff and parents—has the opportunity to grow and develop new capabilities. It is our job as an organization to create the conditions for human flourishing at all levels. With high expectations come high levels of support.

HIGH STANDARDS OF EXCELLENCE FOR ALL

We expect and achieve the highest standards of excellence. This begins at the district level and extends to the school, classroom and each individual. There is simply no replacement for a job well done, whether it's creating an academically enriching curriculum, mastering a new skill, developing new knowledge, or attending to our physical plant and administrative operations with care.

Approved:

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS 3000

EXPENDITURES 3400

EXPENSE REIMBURSEMENTS 3406

School personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed upon submission of a properly filled out and approved reimbursement form and such supporting receipts as required by the City of Salem. Such expenses may be approved and incurred in line with budgetary allocations for the type of expense however reimbursement is only guaranteed with prior written authorization by the proper administrator.~~and incurred in line with budgetary allocations for the type of expense.~~

When official travel by a personally owned vehicle has been authorized, payment shall be made at the rate currently approved by the ~~School Committee~~City of Salem.

All travel outside of the state must have the prior written approval of the superintendent of schools.

For further information, refer to the appropriate negotiated agreement(s).

Legal Reference: MGL 40:5.

Approved: 9/12/05

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS **3000**

BUILDINGS AND GROUNDS 3500

BUILDING INSPECTION 3502

The City of Salem by statute requires that all buildings under its control (owned or leased) be inspected for safety and health conditions by the appropriate agencies, on an annual basis or as needed or required including:

Building Inspection Department (gas, plumbing, electrical, elevator, etc.)

Fire Department (boiler, fuel, chemical storage, etc.)

Department Of Health (radon, food service, etc.)

Water Department (chemical analysis, lead)

Police Department

The Commonwealth and the superintendent may require additional inspections or assistance from ~~these or other safety departments as needed~~ other city departments based on regulatory requirments. Copies of inspections will be posted and any corrective action will be promptly taken. The superintendent will provide the School Committee with an annual safety report.

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS	3000
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<u>BUILDINGS AND GROUNDS</u>	3500
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SECURITY	3503
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~~Doors~~ Exit doors shall be equipped with locks approved by the Safety Regulations of the Commonwealth of Massachusetts.

Security means more than having locks and being sure that they are locked at the proper times. Security also means:

Minimizing fire hazards;

Reducing the probability of faulty equipment;

Guarding against the chance of electrical shock;

Keeping records and funds in a safe place;

Protecting against vandalism and burglary.

The superintendent of schools is directed to establish such rules and regulations as may be needed to provide for security in the sense outlined above.

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS 3000

BUILDINGS AND GROUNDS 3500

EMERGENCY EVACUATION DRILLS 3504

The superintendent shall insure that the staff and students in each school are trained to evacuate the premises rapidly and safely in case of emergency. A minimum of four fire drills and **two emergency preparedness drill** will be held each year and students new to a school will be advised of fire evacuation procedures within three days after entering school.

All schools shall conform to the following regulations when holding fire/evacuation drills:

The principal (or person in charge) of each building shall formulate a plan for the protection and evacuation of all persons in the event of fire, and shall include alternate means of egress for all persons involved. The plan will be presented to and approved by the superintendent or his/her designee;

The principal (or person in charge) of each school shall see that each classroom teacher or supervisor shall receive proper instructions on the fire drill procedure specified for the room or area in which that person carries out his/her duties before he/she assumes such duties. Such instruction shall be conspicuously posted at each room egress;

Every student in all schools shall be advised of the fire evacuation drill procedure ~~or~~ **and** shall take part in a fire drill within three days after entering such school.

| [Check for obstructed](#)

| [527 CMR 1.00, s. 20.2.4.2.1.4](#)

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS **3000**

BUILDINGS AND GROUNDS 3500

BUILDING CONSTRUCTION AND REHABILITATION 3506

The Salem School Committee shall, in new construction and rehabilitation of existing facilities, to the highest level reasonably possible, and in the most cost effective manner, install and maintain the most energy efficient technology for generating electricity for lighting, heating and cooling buildings.

~~The Salem School Committee shall determine methodologies for the measurement of progress and setting of annual priorities using data from the base year 2006.~~

The Salem School Committee shall review progress toward the goal of achieving the highest level of energy ~~self-sufficiency~~efficiency on an annual basis.

Approved: ~~11/06/06~~

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS 3000

TRANSPORTATION 3600

SCHOOL BUS DRIVERS' RESPONSIBILITIES 3602

Bus drivers are responsible for the safety of children riding to and from school. Bus drivers have full control over the bus and its passengers en route to and from school, and during loading and unloading.

Bus drivers are not to put their buses into motion until those children boarding the buses are seated.

Bus drivers shall, upon returning from their last run, check to ensure that their bus is empty. A sign will be posted in the rear window indicating that the bus has been checked.

Bus drivers are required to operate the bus with the utmost consideration for the safety of the children. The driver must also follow all procedures outlined by the transportation handbook and applicable laws.

The superintendent has the authority to remove any bus driver found to be operating the bus in an unsafe and/or negligent manner.

FISCAL MANAGEMENT AND NON-INSTRUCTIONAL OPERATIONS	3000
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<u>TRANSPORTATION</u>	3600
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SCHOOL BUS ACCIDENTS	3603
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In the event of an accident with children on the bus, the bus driver should immediately ~~notify the school department~~ call 911. After ensuring the students are safe, Ththe school department will immediately notify the Salem police and the individual schools. The police will inform fire and EMT units.

If it is determined to transport an injured student to a medical facility, school department personnel will remain with students until the parent arrives at the medical facility. School department personnel will inform parents that their child has been taken to a medical facility.

The bus contractor is responsible for providing another bus (if the bus is damaged) in order to complete the bus route. In the event a parent arrives at the accident site, only his/her children will be released. All other children will continue on the bus route.