



School Committee Meeting Materials

Regular School Committee Meeting

October 24, 2016

6:30pm

***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

Law, M.G.L. c.30A § 18-25 and City Ordinance Sections 2-2028 through 2-2033.”

October 20, 2016

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the **Salem School Committee** will hold a **Regular School Committee meeting Monday, October 24, 2016 at 6:30 p.m.** The meeting will be held in the **School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.**

AGENDA

Monday, October 24, 2016

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 September 19, 2016**

IV. Questions and Comments from the Audience

V. Action Items

- a. Deliberation on the clarification and/or recession of the vote taken at the September 19, 2016 School Committee meeting on the Resolution to Not Raise the Existing Cap on Charter Schools in the Commonwealth of Massachusetts**
- b. Deliberation and Vote on the Salem High School JROTC Field Trip to Pine Mount, Georgia November 3-6, 2016**
- c. Deliberation on the approval of the Saltonstall School Trip to Philadelphia, PA., June 7-9, 2017**
- d. Deliberation on the approval of the Salem High School Culinary Arts Program field trip to Johnson and Wales College in Providence RI, December 15, 2016**
- e. Deliberation and Vote on the MASC Resolutions to be taken up at the MASC Delegate Meeting on November 3, 2016 at the MASC Conference in Hyannis, MA.**

VI. Superintendent Report – Margarita Ruiz

2016 PARCC & MCAS Data Overview

VII. Presentations and Reports

Highlights of the Salem Public Schools / Salem State University Partnership at the Horace Mann Lab School – Dr. Chad Leith, Principal

VIII. Finance Report

a. Approval of Warrants

September 29, 2016 in the amount of \$268,162.08

October 6, 2016 in the amount of \$280,528.59

October 13, 2016 in the amount of \$149,649.41

b. Budget Transfer Request FY17-2

IX. Subcommittee Reports

Policy Subcommittee

- a. Deliberation and Vote on the First Reading of the Recommendation of the Policy Subcommittee on the revisions to the following policies in the 6000 policy series:

6102	Governance
6105	SC Member Ethics
6107	Committee Superintendent Relationship
6202	Policy Dissemination
6203	Policy Formation
6204	Policy Adoption
6302	Officers of the Committee
6401	Notification of School Committee Meetings
6402	Time and Location of School Committee Meetings
6403	Executive Sessions
6405	Meeting Agenda Format
6406	Voting Method
6408	Minutes to SC Meetings
6409	Public Participation at School Committee Meetings
6501	Subcommittees

Buildings and Grounds Subcommittee Report

X. School Committee Concerns and Resolutions

b. Superintendents Evaluation

Superintendent's Goals and Evaluation and Revised Timeline for 2016-17 School Year – Dr. Brendan Walsh

XI. Questions and Comments from the Audience

X. Adjournment

Respectfully submitted by:

Eileen M. Sacco, Secretary to the
Salem School Committee

Salem School Committee
Meeting Minutes
Monday, September 19, 2016

A regular meeting of the Salem School Committee was held on Monday, September 19, 2016 at 7:00 p.m. in the Cafeteria at Collins Middle School, 29 Highland Avenue, Salem, MA.

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

Members Absent: None

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

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

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 September 6, 2016 Regular School Committee meeting as amended. Ms. Wilson seconded the motion. The motion carried.

Questions and Comments from the Audience

Mr. Richard Pabich of 35 Winter Island Road addressed the School Committee and stated that he is concerned about the resolution on the agenda this evening not to raise the existing cap on charter schools in the Commonwealth of Massachusetts. He expressed his concern that this is not a uniting resolution at a time when the district is finally moving forward. He stated that this is not a Salem problem and it is politicizing something that should not be in front of the School Committee. He also stated that he researched Chapter 71 Section 37 Powers and Duties of the School Committee and he believes that it may be illegal to do this in this venue.

Sarah Morrill addressed the School Committee and stated that she is a Charter School parent and a Salem Public Schools parent. She stated that she feels that the resolution is a symbolic gesture and should be a personal vote that people are responsible for when they vote. She also states that she is relieved to see another proposed resolution this evening that call for collaboration. She also noted that the Salem Public Schools has a strong partnership with the Salem Academy Charter School and she has been involved in that process.

Sean O'Neil, the Executive Director of the Salem Academy Charter School addresses the School Committee and stated that the Education Reform Act of 1993 provided for several types of Charter Schools noting Commonwealth Charter Schools, Horace Mann Charter Schools, Innovation Schools to give parents a choice. He stated that the Charter Schools are not taking money away from the schools explaining that the money follows the child. He notes that SAC has grown their enrollment to 480 students over time. He also notes that the graduated reimbursement from the state has not been as generous as it was proposed to be.

Mr. O'Neil stated that the mission of the Salem Public Schools and SAC are the same and they have a cordial and cooperative relationship and are working on programs and practices for the benefit of all students. He also reported that the ballot question is intended to support cities that are in trouble.

Ben Winthrop of 3 Essex Street addressed the School Committee and stated that this is a Salem issue and he is afraid that this will be the death of public education in America. He states that he cannot really call charter schools public schools and if the cap is lifted it will open the flood gates noting instances that have happened in Louisiana and Florida. He also stated that he feels that this is a scheme to privatize public education. He states it is important to the School Committee to oversee our public schools.

Linda St. Pierre of 83 Bayview Street addressed the School Committee and stated that her son attended the Salem Public Schools and he was not motivated. She stated that it was disappointing that school did not motivate him. She feels that the education of students is personal choice of the parents and when choosing a high school for her son she did what was best for him given the choices that were available to her at that time and chose a private school. She stated that Salem has been in the bottom ten percent of schools for 20 years and notes that she has seen the focus shift in the last few years to focus on high expectations for all students and hired a deeply knowledgeable educator in our Superintendent. She stated that she feels that we should be collaborating to make all of the schools in Salem great where every child is challenged.

Beth Kontos, President of the Salem Teachers Union and a teacher at Salem High School addressed the School Committee and noted that this should have been taken care of at the legislative level. She states that it is in the purview of the School Committee to look at budgets and this school year \$5.2 million dollars was lost from Salem this year to the Charter Schools. She notes that we educate absolutely everyone and further noted that the resolution is non-binding. She stated that they want to be sure that we do not lose public schools. She notes that 115 School Committee in the state have passed a resolution and reads the resolution to the School Committee.

Diane Mooney of 10 Hazel Street addressed the School Committee and states that she recently moved here from Philadelphia. She relayed her experiences as a School Nurse and states that she is concerned about fully funding public education.

Andrea French addressed the School Committee and stated that she supports Dr. Walsh's resolution and urged that critical public funds be kept in the districts. She noted that she is a

parent of a special needs student in the Salem Public Schools and there is always a need for additional funding.

Jessica Atwood addressed the School Committee and reported that he child attended the Bentley School and Collins Middle School for grade 6 and is now a Sophomore at Salem Academy Charter School. She expressed her support for Charter School and her experiences at SAC.

A student from the Salem Academy Charter School addressed the School Committee and stated that she is grateful for her education at SAC. She explains that her participation in Service Learning at SAC has made her a better person and notes that every student in Salem should have the same opportunities.

Alexa Ogno of 180 Federal Street addresses the School Committee and notes that her children attended the Horace Mann Lab School and she is now a Salem Academy Charter School parent. She states that the choices offered by the Salem Pubic Schools at the elementary level and she would like to see collaboration between Collins Middle School and Salem High School with Salem Academy Charter School. She also notes that she supports lifting the cap on charter schools in Massachusetts.

Ms. Ogno also reported that she is a representative of the Salem Education Foundation and announced that the applications for the Salem Education Foundation grants are now available for teachers and applications will be accepted until October 10, 2016.

A Salem High School student addressed the School Committee and reported that the School Committee lifted the athletic fees last year and there are more kids involved in sports at the high school this year. She also noted that last year several passionate teachers were cut last years due to budget cuts and notes that some of her teachers are stressed. She further noted that she feels nurtured and safe at Salem High School.

Liz Griffin of 7 Looney Avenue addressed the School Committee and noted that the two students who spoke this evening did an incredible job relaying their messages. She notes that it is sad that they feel that they have to defend their school and states that all schools need to be great. She also stated that she feels that we have to maintain diversity in our schools.

Jeremy Shank of the American Federation of Teachers addresses the School Committee and notes that he has two boys in the Roxbury Public Schools. He notes that they have universal free lunch and the district raised \$30,000 to maintain the Art and Music programs in the schools. He notes that we need to keep more money in the public schools.

A former Salem Academy Charter School student addressed the School Committee and stated that he was invited to come to this meeting and speak by former School Committee member Rachel Hunt. He notes that he does not live in Salem and this time and he is not on any side of this issue. He explains that he is here to speak for the students. He relayed his experiences at Salem Academy Charter Schools and stated that he feels that more students should be offered that opportunity.

Stephanie Callahan addressed the School Committee and stated that she is the Head of the Salem Academy Charter School. She thanked the teachers and the families that came out tonight to share their thoughts on this matter. She expressed her support for Question 2 noting that it will expand charter schools up to 12 per year in the state and will provide more opportunities for families.

Chelsea Gordon addressed the School Committee and stated that she is a Salem Academy Charter School alumni. She reminisced about her time at SAC and notes that morning meetings were valuable to her. She also notes that she is a college graduate and she supports the lifting of the charter school cap.

A representative of the Massachusetts Federation of Teachers addressed the School Committee and explained that she is a teacher from Malden and initially came to the meeting to observe. She thanked those who attended the meeting on both sides of the issue noting that this is an important part of the process. She also stated that this ballot question is something that should have been taken care of by the legislature a long time ago. She notes that while the money does follow the student the costs for the schools for maintenance etc. remain the same and districts struggle with operating costs. She further stated that voting no on Question 2 is the only fiscally responsible thing to do.

James Willis of 18 Pingree Street addresses the Board and states that he supports Dr. Walsh's resolution and urged the members of the School Committee to support it. He notes that the School Committee has the opportunity to join other school committee's across the Commonwealth who oppose the lifting of the cap on charter schools and send a clear message that they support public schools.

A Salem Academy Charter School student addresses the School Committee and stated that she attended SAC from the 6th grade to the 8th grade and had a choice of where to go to high school. She stated that she looked at Salem High School and Bishop Fenwick High School and in the end decided that SAC was the best choice for her. She stated that she feels blessed to have the opportunities that she has at SAC.

Rosario Ubiera-Manaya addressed the School Committee and relayed her experiences as a student at Salem High School with no English skills. She stated that she need support to learn English and her family needed support as well. She noted that she learned English and through the help and support she received at Salem High went on to Salem State as an international student and eventually earned her degree and a Master's Degree. She explained that he experiences led her to join the founding committee for the Salem Academy Charter School.

Ms. Manaya also relayed her experiences as a parent of children in the Salem Public Schools. She explained that she enrolled her child in the Nathaniel Bowditch School because of the dual language program only to find that the program no longer existed and eventually transferred the child to the Bentley Academy Charter School. She also notes that he other child remains at the Bowditch School and it is a good fit for him. She concluded her remarks by noting that choices are good for parents to make the right decisions for their kids.

Nestor Grullion addressed the School Committee and explained that he worked on the SAC founding committee as well and he is very proud of what they have accomplished. He stated that he is concerned that this real issue here is that it should be about education and we need to concentrate on how to fix the schools not only in Salem but all over the state and we need to work together. He noted that he sees great kids coming out of SAC with a great education.

Emma Lipinski addressed the School Committee and stated that she is a freshman at Salem High School. She relayed her experiences as a student at the Bates School and Collins Middle School and noted the opportunities that she has had and the activities that she has participated in with the Salem Public Schools. She stated how happy she is at Salem High School and notes that the teachers are very supportive with extra help after school. She also noted that there are many clubs that she is interested in joining and notes that she is a member of Witch Pitch. She stated that she is here this evening to support her teachers and urged people to vote no on Question 2.

Fawaz Abusharkh addressed the School Committee and stated that he is in favor of charter schools. He explains what he views as the misconceptions that are being represented by the opponents of Question 2. He stated that this issue does affect Salem. He also stated that Massachusetts cannot be compared to other states. He further noted that Charter Schools are the same as vocational schools in Massachusetts in the way they are funded. He stated that public school budgets increase every year and there are bad decisions being made by bad politicians.

Nancy Lipinski addressed the School Committee and stated that she supports Dr. Walsh's resolution and she feels that raising the cap for charter schools will be opening the flood gates for more charter schools across the state. She stated that she is voting no on Question 2.

Gordon Schultz addressed the School Committee and stated that he is the son of School Committee member Patrick Schultz. He explained that his father did not encourage him to speak this evening and noted that he is neutral on the matter. He also noted that there is a lot of emotion on both sides of this issue. He notes that there is so much money being spent on the military etc., and noted that if we spent as much energy and money on the issues it would be a good thing.

Fawaz Abusharkh addressed the School Committee and reported that at the last meeting people left the meeting to find that someone put Vote No on Question 2 bumper stickers on cars and urged people to check their cars when they leave tonight.

Mayor Driscoll stated that this bring the questions and comments from the audience for this portion of the meeting to a close.

Action Items

- a. Deliberation and vote on the Resolution to Not Raise the Existing Cap on Charter Schools in the Commonwealth of Massachusetts (Tabled 8/22/16)

Mr. Fleming move to take the matter from the table. Dr. Walsh seconded the motion. The motion carried.

Dr. Walsh moved to approve the Resolution to Not Raise the Existing Cap on Charter Schools in the Commonwealth of Massachusetts. Mr. Fleming seconded the motion.

Discussion:

Ms. Amaral stated that she takes exception to some of the comments made this evening noting that she has taken some tough votes on the Bentley and the Nathaniel Bowditch Schools since she has been a member of the School Committee. She stated that she is personally going to vote no on Question 2 but she will be voting against the resolution presented this evening as she has concerns about the language in the resolution. She further stated that she would like to see people take all this energy and put it into addressing the funding formula for Charter Schools.

Ms. Amaral noted that her children have been very successful in the Salem Public Schools and she has not considered sending them to the Charter School. She also stated that Salem is under the cap for charter schools and if there is a need to expand charter schools there is opportunity to do so. She stated that she would like to see the state officials and administration work together to address the funding formula.

Ms. Wilson stated that she would be voting No on Question 2 and could not support the resolution this evening because she does not agree with the language. She stated that she will be supporting the resolution calling for collaboration to improve all of the schools for the students.

Mr. Fleming stated that he disagrees with Mr. Pabich's statement about the appropriateness of the School Committee acting on this resolution and referred to a Supreme Court decision that allows this School Committee the right to give an opinion on any question put forth on any ballot. He cited the Anderson case decided by the SJC.

Mr. Fleming stated that the reimbursements from the state for Charter Schools to cities and towns has never produced the money that was promised and noted that the loss of funding has been dramatic noting that historically the state has underfunded the budget for reimbursement.

Mr. Fleming stated that charter schools do not service the population that the public schools do, noting that they send problem students back to the districts. He also stated that he is concerned that this is an effort to privatize public schools noting the large donations that are being made to the Vote Yes on Question 2 committee.

Mr. Fleming also explained this resolution does not disseminate the charter schools it is only saying that we do not favor any more charter schools.

Ms. Manning stated that it is no secret that she has been opposed to charter schools, and noted that she does not include the program at the New Liberty Innovation School here in Salem. She notes that she supports that program.

Ms. Manning stated that she would be more than eager to discuss the issues that have been raised this evening. She noted that these are state wide issues and she does not see this as a divisive city issue. She also noted that her responsibility is to vote No on Question 2 and she is going to vote to support the resolution against raising the cap noting that she does not see how she can vote for one and not the other.

Mr. Schultz stated that he will be voting no on the resolution this evening. He further stated that the resolution brought forth by Dr. Walsh was not written by Dr. Walsh and stated it is important to understand that and he feels that it is a political position and he feels that it is inappropriate that so much attention has been given to this.

Mr. Schultz stated that he is really happy to see so much discussion and notes that we need to continue the discussion about what is best for the Salem community. He stated that there is no evidence that charter schools are a vanguard to effectively eliminate the public schools and there is no evidence that Salem will need another charter school and notes that the SAC is not fearful of another charter school coming to Salem.

Mr. Schultz stated that he agrees that there are funding flaws noting that the reimbursements from the state have been severely underfunded by the state and we should be collaborating with the SAC to improve the funding of charter schools noting that there should be more equity in the funding of charter schools and the reimbursements to cities and towns.

Dr. Walsh stated that Mr. Schultz is correct that he did not write the proposed resolution. He explained that it was written by the Agawam School Committee. He further noted that this resolution was to come up two meetings ago and he was asked to hold off on it twice because some members were unable to attend the meetings. He also notes that he offered at the time to sit down and review the language in the resolution and there were no requests to do so.

Dr. Walsh stated that it is the purpose of the resolution that counts. He notes that nothing is going to happen to the Salem Academy Charter School as a result of Question 2. He also noted that the Charter School industry shot down legislation that would have eliminated the cap all together that was offered by MASC but it was shot down because they would not be able to force a school on a community without funding. He also stated that there have been a number of times when this has been referred to as a divisive issue and noted that it is divisive because of the Charter School industry.

Dr. Walsh stated that we heard a number of good and bad stories during these discussions from people who relayed their experiences of the Salem Public Schools and Salem Academy Charter School.

Dr. Walsh reviewed the language in the resolution and the issues that it addresses. He notes that the reimbursement to districts for charter schools has failed noting that the reimbursement is a law, but it is subject to appropriation of the funds and the state traditionally underfunds charter school reimbursements.

Mayor Driscoll thanked everyone for coming out on this issue and notes that there is a lot of passion on both sides of this. She states that a lot if it was derogatory towards charter schools and noted that we should be collaborating with them to improve education.

Mayor Driscoll stated that there are a lot of families that need choices and that is a concern to her. She noted that in our city we make education a priority and focus on improving the quality of education in our community. She noted that families have different needs and often times have students in both the public schools and the charter school. She stated that we should be looking at ways to collaborate to offer suggestions to make education stronger but this debate pits one option against the other and she would like to see collaboration with SAC to discuss the funding and enrollment policies.

Mayor Driscoll stated that she has concerns that the resolution is derogatory toward charter schools. She stated that she cannot support this resolution but she cannot vote no on it either because she does not know how she is going to vote on the ballot question. She stated that she would be voting present this evening.

Mr. Fleming requested to move the question at this time.

Mr. Fleming called for a roll call vote on the matter. Dr. Walsh and Ms. Manning agreed for a roll call vote.

Mayor Driscoll called for a roll call vote on the Resolution to Not Raise the Existing Cap on Charter Schools in the Commonwealth of Massachusetts as follows:

Mr. Shultz	No
Ms. Manning	Yes
Mr. Fleming	Yes
Dr. Walsh	Yes
Ms. Wilson	Present
Ms. Amaral	No
Mayor Driscoll	Present

Mayor Driscoll reported that the motion failed for lack of a majority. Mr. Fleming explained that there was a majority of the members voting on the matter who voted in favor and therefore the motion carried. Mayor Driscoll agreed. The motion carried (3-2-2)

Deliberation and vote on Resolution in support of fair funding and high quality offerings for all public school students and families in the City of Salem

Ms. Amaral moved approval. Ms. Wilson seconded the motion.

Discussion:

Mr. Fleming stated that he could support this resolution with an amendment and offered a friendly amendment to delete the following items from the resolution:

Whereas, information being distributed by groups supporting and opposing the ballot question to raise the charter school cap (Question 2) can be misleading, negative and divisive within our community;

Now Therefore be it Resolved:

4. We desire to build unity in our community and not be divided by a statewide ballot question regarding lifting of charter school caps. It should be noted that Salem is not presently at our statutory cap.

Dr. Walsh stated that number 4 is contradictory to what the School Committee just passed and he could support the resolution with the friendly amendment.

Mr. Fleming requested a roll call vote on the amendment to the resolution. Ms. Manning and Dr. Walsh agreed.

Mayor Driscoll called for a roll call vote as follows:

Ms. Amaral	No
Dr. Walsh	Yes
Mr. Fleming	Yes
Ms. Manning	Yes
Mr. Schultz	No
Ms. Wilson	No
Mayor Driscoll	No

The motion failed (3-4)

Mayor Driscoll called for a roll call vote on the motion to approve the Resolution in support of fair funding and high quality offerings for all public school students and families in the City of Salem as follows:

Mr. Schultz	Yes
Ms. Manning	No

Mr. Fleming	No
Dr. Walsh	No
Ms. Wilson	Yes
Ms. Amaral	Yes
Mayor Driscoll	Yes

The motion carried (4-3).

- b. Deliberation and Vote on the third reading of the revision to Policy 5219
Teaching About Drugs, Alcohol and Tobacco

Ms. Amaral moved approval. Dr. Walsh seconded the motion. The motion carried.

- c. Deliberation and Vote on the approval of Saltonstall School Trip to Nature's Mr. Classroom October 24-28, 2016

Fleming moved approval. Ms. Wilson seconded the motion. The motion carried.

- d. Deliberation and Vote on the approval of the appointment a voting Delegate to the MASC Annual Business Meeting at the MASC Conference on November 2, 2016

Mr. Fleming moved to nominate Dr. Brendan Walsh to be the delegate to the MASC Annual Business Meeting. Ms. Manning seconded the motion. The motion carried.

Superintendent Report – Margarita Ruiz

Superintendent Margarita Ruiz addressed the School Committee and reported that long time Salem Public Schools School Resource Officer Mike Fecteau is retiring. She thanked him for his service to the Salem Public School and noted that he was a wonderful partner and friend to the schools. She further noted that he is a humble guy and wanted no recognition but she wanted to take this opportunity to thank him on behalf of the Salem Public Schools. Ms. Ruiz reported that Salem Police Officer Brian St. Pierre is the new School Resource Officer and she welcomed him to the Salem Public Schools.

Ms. Ruiz reported that there were two presentations on the agenda for this evening, however she has rescheduled Dr. Chad Leith's presentation on the Horace Mann Lab School Partnership with Salem State University to the next meeting due to the late hour and Dr. Leith's commute.

Ms. Ruiz requested that the School Committee reschedule their meeting on October 3, 2016 to October 11, 2016 due to the Rosh Hashanah holiday. She also requested that

the October 17, 2016 meeting be moved to October 24, 2016 to avoid back to back meetings.

Mr. Fleming moved to approve the request of the Superintendent to change the meeting dates in October to October 11, 2016 and October 24, 2016. Dr. Walsh seconded the motion. The motion carried.

Presentations and Reports

Emily Ullman, Director of Extended Learning Time made a presentation on the 2016 Summer Learning Programs that were held in the Salem Public Schools.

Finance Report

a. Approval of Warrants

September 1, 2016 in the amount of \$249,292.50

September 8, 2016 in the amount of \$544,429.55

September 15, 2016 in the amount of \$104,428.66

Mr. Fleming moved to approve the warrants as stated. Dr. Walsh seconded the motion. The motion carried.

Budget Transfer Requests

Budget Transfer Request FY17-1

School Business Administrator, Kristin Shaver addressed the School Committee and explained that Assistant Superintendent Kate Carbone is requesting a transfer of \$65,000 from the Nathaniel Bowditch Regular Day Personnel – Administrative account to the accounts listed below, as the intended position will not be filled. The funds will be redistributed within the Bowditch School for culture building projects.

The transfer request is as follows:

Account Description/Use	Account Number	Amount To	Amount From (\$65,000)
Personnel -Administrative	13570520-5117		
Stipends – Saturday School	13570520-5150	\$5,000	
Stipends - Nurse	13570520-5150	\$3,600	
Instructional Supplies	13570521-5514	\$32,600	
Contract Services –Classroom Mgt System	13570521-5320	\$2,500	
Contract Services – Field Trips	13570521-5320	\$3,500	
Transportation - Enrichment	13570521-5333	\$16,800	
Professional Development	13990161-5317	\$1,000	

Mr. Fleming moved to approve the budget transfer request. Ms. Amaral seconded the motion. The motion was approved (7-0).

Budget Transfer Request – FY17-2

Ms. Shaver explains that the Bates School Principal, Thomas Milaschewski has requested two Budget transfers. She explained that one is from Contractual Services to stipends and the Second is from textbooks to instructional supplies. She noted that both transfers are to align the funds with the intended expense.

The transfer request is as follows:

Account Description/Use	Account Number	Amount To	Amount
Contracted Services	13570520-5117		(\$19,141.25)
Stipends	13570220-5150	\$19,141.25	
Textbooks	13570221-5511		(\$3,240.25)
Instructional Supplies	13570221-5514	\$3,240.25	

Subcommittee Reports

Policy Subcommittee

Ms. Amaral reported that the Policy Subcommittee met on September 15, 2016 and continued to review the 6,000 policy series. She reported that there are several policies which there are no changes recommended and 8 policies were sent to the Assistant City Solicitor for review. She reported that they will be recommending policies to be revised at the next meeting.

Ms. Amaral reported that the Policy Subcommittee also reviewed policy 3703 regarding Students in Arrears for Breakfast and School Lunch Programs. She explains that there was a concern that some students were being denied lunch if they owed money to the school and the Policy Subcommittee is recommending that the matter be referred to the Finance Subcommittee for review and to recommend that the all lunch fees be eliminated. She also recommended that the School Committee suspend the policy at this time while the matter is being reviewed. Dr. Walsh moved to suspend policy 3703 Students In Arrears for Breakfast and School Lunch programs. Ms. Amaral seconded the motion. The motion carried.

Ms. Amaral reported that the Policy Subcommittee will meet on October 4, 2016 at 4:00 p.m.

Buildings and Grounds Subcommittee

Ms. Manning reported that the Buildings and Grounds Subcommittee met this evening to review the waiver of the fees for the youth sports programs for the use of Bertram Field. She stated that the Committee recommends that the School Committee extend the waiver of the fees which was approved last year for a one-year period and that the Buildings and Grounds Subcommittee will be reviewing the details of the contract language at meeting to be scheduled. She noted that the fall sports teams are currently using the field.

Mr. Fleming moved to extend the waiver of the fees for the Salem Youth Sports Organizations for the use of Bertram Field for the 2016-17 School Year. Dr. Walsh seconded the motion. The motion carried.

Personnel Subcommittee

Mr. Fleming reported that the Personnel Subcommittee met to review the applications for the position of School Committee Secretary. He explained that there were 33 applications for the position. He reported that the candidates will do a performance activity involving writing minutes and demonstrating the ability to post materials on the website and interviews will be held in October.

School Committee Concerns and Resolutions

There were no School Committee Concerns or resolutions this evening.

Questions and Comments from the Audience Regarding the September 19, 2016 Agenda

Andrea French addressed the School Committee and reported that the Salem Special Education Parents Advisory Committee will be holding an open forum on September 21, 2016 and noted that they will be holding other workshops throughout the school year. She noted that they are open to public and urged people to attend.

Adjournment

There being no further business to come before the School Committee this evening, Mr. Fleming moved that the School Committee adjourn the meeting. Ms. Amaral seconded the motion. The motion carried.

The meeting adjourned at 11:00 p.m.

Respectfully submitted by:


Eileen M. Sacco, Secretary
Salem School Committee

Meeting Materials and Reports

School Committee Agenda September 19, 2016
School Committee Minutes August 22, 2016
MASC Resolution on Charter School Cap
Resolution in Support of Fair Funding and High Quality Offerings for all Public School
Students and Families in the City of Salem
Policy 5219 Teaching About Drugs, Alcohol and Tobacco
Saltonstall School Trip Request to Nature's Classroom

RECEIVED
SEP 29 2016
S.P.S.
SUPT'S OFFICE

Memorandum

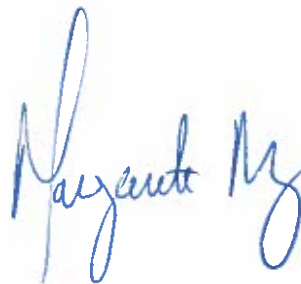
To: Ms. Margarita Ruiz, Superintendent of Schools
CC: file
From: David J. Angeramo, Salem High Principal 
Date: September 28, 2016
Re: ROTC Field Trip Request- Pine Mt. GA

This is to recommend the Salem High JR. R.O.T.C be given permission to attend a three-day field trip to Pine Mt. GA. This trip will take place November 3 to November 5, 2016. The trip will be chaperoned by Lt. Colonel Michael Hunter and 1st Sgt. David Grinstead, Sr., and one parent all have had a CORI and two are currently instructors at the high school. A list of twelve students with permission slips and accommodations are attached. The students & chaperones will travel by plane, Delta Airlines and stay at Garden Inns, Pine Mt.GA. We look forward to receiving your official approval.

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

Please call me if you have any questions or concerns.

Attachments



Salem Public Schools Field Trip Request

Form

School Year 2015-2016

*Needed for all Field Trips Regardless of Transportation Provider

School Salem High School

Proposed Field Trip Primary Contact Lt Col Hunter

Date of Request 22 Sept 16 (must be 2 weeks prior to field trip)

Date of Proposed Field Trip 3-5 Nov # of Students 12 Accessible Vehicle? YES NO

Nursing Consult (must be completed for all field trips):

A. Does any student have an Epi Pen or Medical Plan?

YES

NO

B. Does a nurse need to attend (or parent/guardian)?

YES

NO

☐ Parent of student in need will attend

YES

NO

☐ The school is requesting nursing coverage

YES

NO

School Nurse Signature (required) Beth Ann Hartman

Salem Public Schools Transportation Request: LOCAL TRIPS ONLY

Proposed Destination _____

Pick Up Time _____ NO EARLIER THAN 9 AM

Return Time _____ NO LATER THAN 1 PM

Principal Signature (required) _____

Fax Request to 978-825-5542

No trip is considered confirmed until PPS & Transportation have returned approved request

Director of Pupil Personnel Services must approve all special education field trip requests

Request will be returned with confirmation/denial and estimated cost of trip

FOR INTERNAL USE ONLY:

DATE RECEIVED _____

PPS APPROVED _____

NURSE ASSIGNED _____

TRANSPORTATION APPROVED _____ DENIED: _____ REASON DENIED _____

COST OF TRIP: _____

NUMBER OF HOURS: _____

LISTED IN BOOK: _____

REQUEST RETURNED: _____

Find: Hotels

Near: LaGrange, Georgia

5.0

Lafayette Garden Inn & Conference Center

174 Reviews

#1 of 11 Hotels in LaGrange

Show Prices



1513 Lafayette Pkwy, LaGrange, GA 30241-2585 (Formerly Best Western)



Hotel amenities

Enter dates for best prices

powered by PriceGrabber



Check In



Check Out

1 room

2 adults

0 children

Check Availability

Book on tripadvisor

or compare prices from up to 200 sites including

CARBITZ

Hotels.com

Booking.com

Pool

Budget

Pets Allowed

Free Parking

Overview

Reviews (174)

Photos (138)

Location

Amenities

Q&A

Room Tips (40)



Save

174 Reviews from our TripAdvisor Community

See what travelers are saying:

Search reviews

Traveler rating

Excellent
Very good
Average
Poor
Terrible77
44
26
13
12

Traveler type

Families (62)
Couples (34)
Solo (8)
Business (32)
Friends (16)

Time of year

Mar-May (41)
Jun-Aug (59)
Sep-Nov (42)
Dec-Feb (30)

Language

All languages
English (172)
Dutch (1)
German (1)

Explore similar hotels



Show Prices

Showing 172: English reviews

Clear all

Start your review of Lafayette Garden Inn & Conference Center

Show Prices

Room Service
Business Center with Internet Access
Laundry Service
Concierge
Self-Serve Laundry

Official Description (provided by the hotel)

See some of Lagrange Georgia's most treasured attractions including Explorations in Antiquity, beautiful Callaway Gardens, Historic Warm Springs and Roosevelt State Park, Hills and Dales Estates, and lovely downtown Lagrange. As LaGrange's only FULL service hotel, the Lafayette Garden Inn & Conference Center is designed with both business and leisure travelers in mind. We offer FREE Wi-Fi throughout the hotel, Serta-Perfect Sleeper mattress for a great night's sleep and a convenient location directly off Interstate 85. The beautiful Legends sports tavern has 4 large screen TVs, 7,000 sq. ft. of ballroom/meeting space, executive catering services, pool, fitness center, and guest laundry.

Additional Information about Lafayette Garden Inn & Conference Center

Address: 1513 Lafayette Pkwy, LaGrange, GA 30241-2585 (Formerly Best Western)

Location: United States > Georgia > LaGrange

Price Range: \$67 - \$84 (Based on Average Rates for a Standard Room)

Hotel Class: 2 star — Lafayette Garden Inn & Conference Center 2*

Number of rooms: 109

Reservation Options

TripAdvisor is proud to partner with Orbitz, Hotels.com, Booking.com, Priceline, Odigeo, Travelocity, Expedia and Hotwire so you can book your Lafayette Garden Inn & Conference Center reservations with confidence. We help millions of travelers each month to find the perfect hotel for both vacation and business trips, always with the best discounts and special offers.

Also Known As:

Best Western Lagrange

Lagrange Best Western

Is This Your TripAdvisor Listing?

Own or manage this property? Claim your listing for free to respond to reviews, update your profile and much more.



Questions & Answers

Questions? Get answers from Lafayette Garden Inn & Conference Center staff and past guests.

Hi, what would you like to know about this accommodation?

✓ Get notified about new answers to your questions.

[Posting guidelines](#)



Typical questions asked

- Can tickets for local attractions be purchased at the front desk?
- Do you have to pay extra for a mini-fridge?
- At what time does the pool open each day?

See which rooms travelers prefer

"No elevator, request ground floor if you don't travel light. Poolside room was very quiet."
mattz100, May 16, 2016 | [Read review](#)

"Courtyard rooms seemed safer!"
J_fine72, Aug 9, 2015 | [Read review](#)

Trip Form

Salem Public Schools-Salem, MA

Name of School: Salem High School, 77 WILLSON STREET. SALEM, MA 01970

Name of Organization or Activity: Marine JROTC

Total number of (CORI NEEDED) Chaperones 1 ^{Instructor} ~~Teachers~~ 1

Trip dates: Departure Date & Time 0700 3 Nov

Return Date & Time 1600 5 Nov

Contact person: Lt Col MA Hunter / 1st Sgt Grinstead

Cell Phone Number: 575 491 1107 Telephone: 978 225 3400

Destination: City & STATE Atlanta, Georgia Country: USA

Return to Salem, MA from (if different that destination)

Hotel (s) Name, Address, telephone number:

Garden Inn
Pine Mt, GA

Rating of Hotel: Excellent Good X Average

Insurance coverage:

Room Rate: Single Occupancy Rate

Double Occupancy X4 Rate \$173⁰⁰

Student rooms needed: 83 Rate \$173⁰⁰

ADULT rooms needed: 2 Rate 173⁰⁰

Meals included? X3 \$15⁰⁰ each Quality of meals? Good

Other types of accommodations:

Name: Rate: \$

Name of travel agent: _____

Address: _____

Telephone Number: _____

Total cost per student: \$ _____ (including transportation & hotel)

Total cost per adult: \$ _____ (including transportation & hotel)

PREFERRED METHOD OF TRANSPORTATION:

BUS: 8 Passengers Rented X 2

NAME OF COMPANY (ADDRESS & TELEPHONE)

PLANE: Delta Airlines \$203 x 14 = \$2842

NAME OF COMPANY (ADDRESS & TELEPHONE)

TRAIN: _____

NAME OF COMPANY (ADDRESS & TELEPHONE)

COMMENTS & ADDITIONAL INFORMATION:

October 17, 2016

The 5/6 classes will go to Philadelphia on June 7-9.

During this trip they visit many historical places, and do projects during the course of the trip.

Attached is an itinerary for the trip.

Thank you.

Salem Public Schools
Salem, Massachusetts
Field Trip Form

Information

Name of School: Saltonstall

Name of Organization/Activity: 5/6 Field Trip (overnite)

Contact Person: Sue Brown

Destination: Philadelphia,
(Attach a detailed itinerary to this form)

Trip Dates: Date of Departure: 6/7 Date of Return: 6/9

Return to Salem from (if different from destination) _____

Number of Students Participating: 85

Total Number of Chaperones: _____ Teachers: 8 Parents: 10

Accommodations

Hotel/ Facility Name, Address, and Telephone No.:

Hampton Inn - Mt. Laurel N.J.

Previous Stays at Hotel? yes How would you rate this facility? Excellent

Cost of Rooms: _____ Based on single occupancy _____

Based on double occupancy _____

Meals included? yes
itinerary)

(If meals are not included please indicate meal plans on

Preferred Method of Transportation

Bus: X **Cost:** _____

Name of Bus Company: Yankee Bus Co.

Address: 370 W. First Street, Boston, MA

Telephone #: 617-268-8890

Airline: _____ **Cost:** _____

Name of Airline: _____

Address: _____

Telephone#: _____

Train: _____

Name of Company: _____

Address: _____

Telephone #: _____

Total Cost of Trip: \$ 250.00 per student

Fundraising Planned: yes

Comments / Additional Information

October 25 , 2016

Dear Parents,

We are in the process of planning a 5/6 educational field trip to Philadelphia, Penn. on June 7, 8 and 9, 2017. We have chosen Philadelphia because of its rich historical significance as well as science connections and cultural landscape. We will be visiting Independence Park (which includes Independence Hall and the Liberty Bell) the Franklin Institute, the Philadelphia Zoo, as well as a visit to the Mashantucket Museum in Connecticut. With a trip of this length, it will be necessary for students to stay over two nights at the Hampton Inn in Mt. Laurel, NJ. The trip will be fully chaperoned by the staff at Saltonstall with a ratio of no more than 6 to 1.

The basic cost of the trip will be \$250.00 per child and will include transportation via Yankee Bus Lines, hotel accommodations (4 students per room), 2 breakfasts, 1 dinner, and all entrance fees. Each student will have the opportunity to earn part or all of the cost of the trip by participating in various fundraisers throughout the year. Some of the profit the child makes goes directly into his/her account at the school. Some fundraisers will go into the general trip fund to help all students. We will also be seeking donations from organizations within the community. If you can be of assistance in this endeavor, please let us know.

The sign up process is outlined below. We are using this process to keep students from being placed on the waiting list.

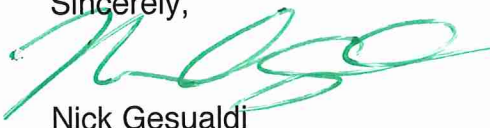
October 26- November 1 - Students only will sign up.

November 2 until full- Parents will sign up starting on November 2nd and will be given spaces on a first come, first serve basis. The cost for parents based on double occupancy and adult entrance fees is \$350.00. A form for parents will be sent home on November 1st.

If you wish for your child to take advantage of this opportunity, please sign below and return to school the student permission slip with a non-refundable (unless the trip is canceled by us) deposit of \$50.00 before November 1st, 2016. After that date students will be placed on a waiting list. Parents, **please do not** send in your deposits until you receive a form which will be sent home on the 1st.

The Saltonstall staff is enthusiastic about providing this educational opportunity for our students.

Sincerely,



Nick Gesualdi

Name_____HR_____

Parent/Guardian_____

Amount enclosed_____

Philadelphia-June 7, 8, 9 2017

Wednesday, June 7

6:00- Depart for Philadelphia

11:00 - Stop for lunch (bring own or purchase)

2:00 - Arrive Philadelphia - Travel to **Philadelphia Zoo**

5:00- Board Busses

5:30- Dinner-(own expense- Food Court on way to hotel)

6:30- Travel to hotel(20 mins.) -check in for the evening Hampton Inn, Mt. Laurel, N.J.

Work on project

Thursday, June 8

6:45-7:45- Breakfast will need to be staggered because of the small breakfast area. The meeting room near the restaurant will be opened for our group. Please return to your room when you are finished so the next group will have a place to sit.(included)

Bus #1- 7:00

Bus #2 -7:20

Bus #3- 7:40

8:45- Leave for **Franklin Institute**(Hands on Science Museum) (Busses go to Visitors Center to drop off SB/SM to pick up tickets then proceed to Franklin)

9:30 -12:20 **Tour Franklin Institute.** Meet on the front steps with your chaperone by 12:20.

12:30-Board Busses. Travel to **Visitors Center** Visit Independence National Historical Park **Independence Hall only: timed reservations for groups for Independence Hall will be given to chaperones when you arrive at Independence Park.**

Lunch may be purchased at the Bourse food court(directly across from Liberty Bell- (own expense)

Other attractions: Visitors Center, Liberty Bell, Independence Hall, Franklin Court

5:15-Return to visitors center bus lot to board busses to travel to Art Museum.

7:00- **Hard Rock Cafe**-(included) hamburgers/cheeseburgers/garden burgers/salad/beverage/dessert + entertainment!

8:15- Return to hotel/visiting/project time

Friday, June 9

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

7:20-Bus #3

7:40- Bus #1

8:00 - Depart for Connecticut. (Check with parents to see if they are going to Foxwoods or the Museum for final count.)

Stop for Lunch en route

1:30-2:00 Arrive **Mashantucket Museum**- Stop at Foxwoods first, Mashuntucket 2nd.

2:00- Scheduled tour of the village-Bus 1, 2 & 3

4:00- Depart Mashuntucket

4:15- Depart from Foxwoods

7:00 pm -Arrive at Saltonstall/ Salem State University

Memorandum

RECEIVED

OCT 07 2016

S.P.S.
SUPT.'S OFFICE

To: Ms. Margarita Ruiz, Superintendent of Schools

CC: file

From: David J. Angeramo, Salem High Principal



Date: October 5, 2016

Re: Out of State day Field Trip to Johnson and Wales

This is to recommend the Culinary Arts Class field trip to Johnson and Wales College, Providence, RI. Last year, students enjoyed the activities at the college. This year's trip will take place December 15, 2016, from 7:30AM to 3:00PM. This trip will give our students the opportunity to visit and experience a Culinary Arts College. The one-day field trip will be chaperoned by Ms. Bridget Zanni, Mr. Judd Berman and Richard Hayward all are Culinary Arts instructors. A list of students (40 students) with permission slips will follow. Our school nurses have cleared all students attending. The students and chaperones will travel by bus (McGinn Bus Company, Lynn, MA). The Perkins Grant pays cost of the trip. I highly recommend this field trip for our Culinary Arts students. It will give them a hands-on-learning approach to the graduate opportunities in this field.

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

Please call me if you have any questions or concerns.

Attachment

Salem Public Schools Field Trip Request

Form

School Year 2015-2016

*Needed for all Field Trips Regardless of Transportation Provider

School HIGH SCHOOL

Proposed Field Trip Primary Contact B. ZAWNI

Date of Request 9/28/16 (must be 2 weeks prior to field trip)

Date of Proposed Field Trip 12/15/16 # of Students 40 Accessible Vehicle? YES NO

Nursing Consult (must be completed for all field trips):

A. Does any student have an Epi Pen or Medical Plan?

B. Does a nurse need to attend (or parent/guardian)?

- ☐ Parent of student in need will attend
- ☐ The school is requesting nursing coverage

YES NO

YES NO

YES NO

YES NO

School Nurse Signature (required) [Signature]

Salem Public Schools Transportation Request: LOCAL TRIPS ONLY

Proposed Destination _____

Pick Up Time _____ NO EARLIER THAN 9 AM Return Time _____ NO LATER THAN 1 PM

Principal Signature (required) [Signature]

Fax Request to 978-825-5542

No trip is considered confirmed until PPS & Transportation have returned approved request

Director of Pupil Personnel Services must approve all special education field trip requests

Request will be returned with confirmation/denial and estimated cost of trip

FOR INTERNAL USE ONLY:

DATE RECEIVED _____

PPS APPROVED _____

NURSE ASSIGNED _____

TRANSPORTATION APPROVED _____ DENIED: _____ REASON DENIED _____

COST OF TRIP: _____

NUMBER OF HOURS: _____

LISTED IN BOOK: _____

REQUEST RETURNED: _____

School Committee to approve Field trip to Johnson and Wales University for
Culinary Arts
Teacher Ms. Zanni
Address Out of State
Johnson And Wales University Culinary Campus
8 Abbott Park Place
Providence RI, 02903
Phone # 401-598-4611

Amount of Students planning on attending field trip:
45

Classes going:
Culinary Arts II and III

Length of field trip
7:30-2:00-3:00

Bus Company:
McGinn out of Lynn

Date:
December 15 2016

Other teachers going:
Mr. Berman
Mr. Hayward

Cost of field trip
\$720.00 bus paid by Perkins Grant

Nurse
All Students attending Field trip have been cleared through the school Nurse

Field trip Learning objective

1. For students to see a culinary arts College
2. For our students to learn about different foods from countries around the world
3. Learn new dining room serve techniques
4. Baking knowledge
5. Cooking methods
6. Help plan out students future within the field of Culinary Arts

Connection to Course Curriculum

- 1 2.A.02c Define terminology used in food service.
- 2.D.01c Set up tables for service.
- 2.D.02c Set up various dining room stations for service (e.g. beverages, condiments, bread, salads, etc).
- Describe cooking methods.**
- 2.I.01 Identify cooking methods.
- 2.I.02 Demonstrate baking/roasting.
- 2.I.03 Demonstrate braising.
- 2.I.04 Demonstrate broiling.
- 2.I.05 Demonstrate deep-frying.
- 2.I.06 Demonstrate grilling.
- 2.I.07 Demonstrate griddling.
- 2.I.08 Demonstrate pan-frying.
- 2.I.09 Demonstrate poaching.
- 2.I.10 Demonstrate sautéing.
- 2.I.11 Demonstrate steaming.
- 2.I.12 Demonstrate stewing.
- 2.V.01 Identify ingredients used for baking
- 4.A.01a Evaluate industries, organizations, and careers based on multiple sources of research and information.
- 4.A.02a Assess interest areas to determine potential career pathways, including career ladders.
- 4.A.03a Develop a career plan with alternatives.

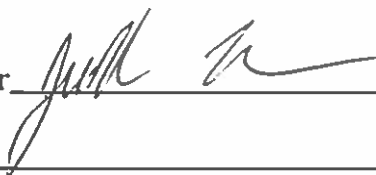
Assessment

Students will be writing an open response essay on what they observed and learned

Approval

Vocational Director

Principal


_____

Attendee Sheet for C

Name
<i>Baez, Julilka</i>
<i>Diaz, Iranis</i>
<i>Duffin, Clayton</i>
<i>Farley, Ryan</i>
<i>Fobella, Nkenglefeh</i>
<i>Giaff-Hodge, Cecilia</i>
<i>Giles, Tylor</i>
<i>Hagler, Jada</i>
<i>Harrington, Taylor</i>
<i>Rodriguez, Pedro</i>
<i>Tatimbekov, Aniyar</i>
<i>Tejeda, Alexa</i>
<i>Vargas Roja, Carlos</i>
<i>Hernandez, Evid</i>
<i>Dejesus, Jennifer</i>

Attendance Sheet Cul

[illegible]

Attendance Sheet Cu

Name
Starion, Sarah
Roberts, Patricia
Mimms, Anesa
Dejesus Capellan, Angel
Deleon, Adam
Gillis-Cabral, Ashley
Johnson, Austin
Marino, Anthony
Murga, Joel
Oliver, Jaden
Ortiz Flores, Jordan
Parr, Sophie
Rivera, Christopher
Tavarez, Isaac



Massachusetts Association of School Committees

1 McKinley Square, Boston, MA 02109 • (617) 523-8454 • www.masc.org

Report of the Resolutions Committee

The MASC Resolutions Committee met on July 6, 2016 to consider the resolutions proposed by member districts for consideration at the 2016 Annual Meeting of the Association. Members present were: Patrick Murphy (Barnstable), Chair; Paulette Van der Kloot (Medford); Jason Frasier (Silver Lake Reg.); Mildred Lefebvre (Holyoke); Irene Feliciano-Sims (Holyoke); Margaret Driscoll (Melrose); Geoffrey Swett (Wareham); William Fonseca (East Longmeadow); Kathleen Kelley (Cambridge); Devin Sheehan (Holyoke); Patrick Francomano (King Philip Reg.).

The following resolutions were moved forward by the Resolutions Committee and approved by the MASC Board of Directors at their meeting on July 13, 2016.

Please note: On advice of counsel, the text of Resolutions 2 and 3 do not appear in the printed Delegate Manual. Please reference the text below for the resolutions to be discussed at the Delegate Assembly.

RESOLUTION 1: FOUNDATION BUDGET

(Submitted by the MASC Resolutions Committee)

WHEREAS a special Foundation Budget Review Commission (FBRC) reported its recommendations in 2015 the General Court and to the public, and

WHEREAS among the recommendations were those to calculate more accurately the costs of students in special education and health insurance costs for employees and retirees, and

WHEREAS several recommendations of the members of the Commission to establish adequate and equitable funding for school districts remain unresolved, and

WHEREAS there remains a broad consensus that the overall calculations used to establish the “Foundation Budget” for city, town and regional school districts remain significantly understated and, in the opinion of MASC and its members violates the letter and spirit of the ruling of the Massachusetts Supreme Judicial Court in the 1993 McDuffy Case,

THEREFORE BE IT RESOLVED that MASC calls upon the legislature to enact the recommendations of the Foundation Budget into law, and further,

That the legislature order the Commission to reconvene in order to conduct further deliberations and make such recommendations as the FBRC may propose, and further

That the FBRC shall address and make recommendations toward the overall accuracy of the adequacy of the overall Foundation Budget

RESOLUTION 2: TAX REFORM BALLOT QUESTION

(Submitted by the MASC Resolutions Committee)

WHEREAS there is a clear need to invest in our state's educational, social, and infrastructure systems, and

WHEREAS the need to rebuild our roads and bridges, strengthen public education, and provide the necessary support to help ensure social and economic equity for the residents of Massachusetts, and WHEREAS a reasonable solution could be a combination of tax reforms and measures of accountability to establish a more equitable source for revenue and a more effective way of measuring our success, and

WHEREAS Net income growth over the past decade has demonstrated a disproportionately lower tax burden as a share of net income upon high wage earners within a current tax system than is asked of economically disadvantaged and middle class families, and

WHEREAS Advocates for social and economic equity are considering seeking to ask voters to amend the Constitution of the Commonwealth to allow for greater tax equity that will not raise taxes on any but the wealthiest residents of Massachusetts,

WHEREAS the Foundation Budget Review Commission recommended additional revenue and securing a more equitable distribution of those funds, and

NOW THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees explore ways to promote social and economic equity through a ballot initiative whose purpose may include a state constitutional amendment, tax reform, protection of the state's neediest residents of all ages, and seeks additional revenue only from tax reform affecting the state's wealthiest residents.

Further, that the goal of such a ballot referendum would be to secure a stronger financial base to underwrite needed improvements in the infrastructure of the Commonwealth as well as the educational, social and economic wellbeing of its residents.

RESOLUTION 3: CHARTER SCHOOL REFORM

(Submitted by the MASC Board of Directors)

WHEREAS the possibility of the expansion of Commonwealth charter schools in Massachusetts poses a threat to the ability of public school districts to provide services to the children of the Commonwealth, and

WHEREAS in many cities and towns, Commonwealth charter schools are imposed upon communities over their objections and without regard to the impact such a charter school would have on the education of children in the public schools, and

WHEREAS without substantial reform of Commonwealth charter school financing; recruitment of students; accurate, unduplicated, and students who are no longer seeking to enroll but are alleged to be on charter school waiting lists; equitable charter school enrollment of representative segments of the population of economically disadvantaged, special education, and disabled students remediation of the adverse impact of charter school expansion cannot be addressed, and

WHEREAS these circumstances would be exacerbated by the approval by voters of a proposed ballot initiative to expand charter schools and to circumvent such safeguards as would address several of the inequities arising out of the expansion of charter schools in Massachusetts;

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees urge the citizens of the Commonwealth to reject such a ballot initiative, and further,

That MASC seek legislative approval of a comprehensive set of reforms that includes:

1. Establishment of strict guidelines or regulations to require that charter schools enroll represent cross sections of students residing within the school service areas.
2. Reporting of accurate numbers of students who leave charter schools to return to the sending districts or district of residence.
3. Requiring the MA Department of Elementary and Secondary Education to retain and report accurate data on enrollment of students with learning disabilities, physical disabilities, economic disadvantage, emotional disability and status as racial and linguistic minorities.
4. State requirements that any charter school authorized in a community without its consent be funded in full by the Commonwealth rather than by expropriation of Chapter 70 education aid from the sending cities, towns and regions.
5. State funding in full of any mitigation funds created to offset the loss of state funding for students who become students in charter schools

RESOLUTION 4: SOCIAL AND EMOTIONAL WELL-BEING OF STUDENTS

(Submitted by the MASC Resolutions Committee)

WHEREAS various factors including the impact of poverty, family status, other social issues and academic pressures have contributed to a marked increase in the levels of stress and anxiety among students at all grade levels, and WHEREAS the expansion of standardized testing to a wider range of students and these tests to establish ratings for schools and districts has contributed to the growing concern among educators that students are exhibiting complications of adding stressful factors to their lives both inside and outside of school, and

WHEREAS advocates for students, including school committee members, school leaders, teachers and parents have identified that an effective strategy for children is to address social and emotional learning (SEL) by various tactics, and

WHEREAS in response to the demand for SEL, initiatives have been organized by several stakeholder groups including a collaboration of MASC, MASS, MIAA, MSSAA, MESPA, MOEC, and Teachers 21, and, in addition, a separate working group within MASC to identify available resources, new strategies, and tactics to promote the social and emotional wellbeing of children,

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees shall be directed to deploy such resources of the Association independently and in collaboration with other organizations to gather resources, identify strategies, and improve public awareness of the importance of addressing student social and emotional well-being, and further that

MASC shall give consideration to such public policy initiatives that prioritize action by stakeholders and stakeholder groups, in collaboration with expert behavioral and health care providers, as the most effective entities for addressing strategies that are in the best interests of children.



HORACE MANN LABORATORY SCHOOL

Salem Public Schools | Salem State University

Dr. Chad Leith, Principal | Ms. Christina DiCalogero, Assistant Principal



Update on Horace Mann Lab School Partnership with Salem State University

The Horace Mann Training School was established in 1896 as part of Salem Normal School.

2015-2016 HMLS/SSU Steering Committee – Areas of Focus:

- Collaborations that enhance learning experiences of HMLS Students.
- Collaborations that enhance learning experiences of aspiring teachers from SSU
- Collaborations that foster professional growth of HMLS teachers & SSU faculty
- SSU stewardship of the HMLS facility

HMLS/SSU Partnership Initiatives – Fall 2016 Highlights:

- HMLS Science Teacher Linda Connell's 4th graders will team up with SSU Assistant Professor Dennis Rosemartin's science methods students on a visit to the Forest River Conservation Area to examine weathering and erosion.
- The Horace Mann Learning Lab afterschool program will welcome students on October 3rd. This 21st Century grant-funded program will have HMLS teachers and SSU group leaders co-teaching project-based, literacy-focused units designed to promote civic engagement and advocacy among 3rd-5th graders.
- SSU Assistant Professors Cami Condie and Dennis Rosemartin will participate as members of the HMLS Instructional Leadership Team where they will serve as thought partners in review of school improvement plan and support coaches and teachers to embed literacy practices in science.
- SSU Student teachers and School of Education pre-practicum observers will support 10 classrooms (Grades K-4), supporting HMLS teachers while helping to provide targeted, individualized learning experiences for HMLS students.
- HMLS 5th graders will work with SSU undergraduate media literacy students to transform stories of migration through diverse media platforms, through a collaboration designed by SSU Assistant Professor of Communications Cindy Vincent and HMLS 5th Grade ELA teacher Joel Tobin.
- SSU Future Educators Association President Katie Lulsdorf will return to serve as advisor to the HMLS Student Council (Grades 3-5).
- The students in SSU Assistant Professor Melanie Gonzalez's Sheltered English Immersion course will observe ESL and SEI classes at HMLS, then prepare and co-teach reading mini-lessons to HMLS ELLs.

Next Steps for the HMLS/SSU Partnership:

- Review outcomes for the above initiatives to identify areas for expansion or modification.
- Build upon Summer 2016 SSU/HMLS faculty retreat to establish additional collaborations in science.
- Begin to include additional, mutually-beneficial collaborations focused on social studies.

Memo:

To: Salem School Committee

From: Kristin Shaver

Date: October 24, 2016

Re: FY17 Budget Transfer Request 3 – Pupil Personnel Services

The transfer request is as follows:

Pupil Personnel Services requests a transfer from educational evaluation to educational training to cover anticipated professional development opportunities.

Account Description/Use	Account Number	Amount To	Amount From
Educational Evaluation	13640161-5313		\$20,000
Educational Training – Prof. Development	13640161-5317	\$20,000	

I recommend approval of the transfer.



Kristin Shaver
Business Manager

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE OPERATIONS

6100

GOVERNANCE

6102

Members of the committee have legal authority ~~over the~~ schools only when acting as a body legally in session.

Deleted: for

Deleted: the conduct of the

The committee shall not be bound in any way by any statement or action on the part of an individual member, including the chairperson, except when the committee through an adopted policy or by a majority vote of committee membership has delegated this authority to him/her.

[Reviewed October 2016 – First Reading October 24, 2016](#)

SCHOOL COMMITTEE **6000**

SCHOOL COMMITTEE OPERATIONS 6100

SCHOOL COMMITTEE MEMBER ETHICS 6105
(Massachusetts Association of School Committees Code of Ethics)

Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration;

Act only on the recommendations of the superintendent in all matters of employment or dismissal of school personnel with the exception of the superintendent;

Give the superintendent full responsibility for discharging his/her professional duties and hold him/her responsible for acceptable results;

Refer all complaints to the administrative staff for solution and discuss them only at committee meetings if such solutions fail.

A school committee member in his/her relations with his/her committee members should:

Recognize that action at official meetings is binding and that he/she alone cannot bind the committee outside of such meetings;

Realize that he/she should not make statements or promises of how he/she will vote on matters that will come before the committee;

Uphold the intent of executive sessions and respect the privileged communication that exists in executive sessions;

Not withhold pertinent information on school matters or personnel problems, either from members of his/her own committee or from members of other committees who may be seeking help and information on school problems.

[Reviewed October 2016 – First Reading October 24, 2016](#)

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE OPERATIONS

6100

COMMITTEE/SUPERINTENDENT RELATIONSHIP

6107

Formulation and adoption of policy is a most important function of the School Committee. The execution of the policies is the function of the superintendent. The School Committee delegates, but does not relinquish, certain of its executive powers to the superintendent to manage the schools within the established policies.

The relationship that exists between a School Committee and its superintendent is an intrinsic part of the educational process within a community. Good rapport coupled with an awareness of the distinctive contribution each makes to the system is fundamental to success of the schools. Knowledge of what each can reasonably expect of the other can help substantially in promoting sound working relationships.

Deleted: A k

The School Committee shall:

The superintendent shall:

Select the superintendent of schools and support him/her in the discharge of his/her duties.

Be considered the chief executive officer of the school system. All individuals employed by the committee are responsible directly or indirectly to the superintendent of schools.

Deleted: by ballot

Adopt policies for the operation of the schools.

Establish rules and regulations to carry out all policies adopted by the School Committee.

Adopt the annual budget.

Prepare and submit to the committee for consideration the annual budget.

Consider and approve accounts payable.

Have power within the limits of major appropriations approved by the School Committee to approve and direct all purchases and expenditures.

Negotiate and/or establish salary schedules and other personnel policies.

Recommend personnel policies for adoption and be responsible for assignment of all personnel and approve all candidates for employment and approve dismissal of personnel.

Consider and approve the superintendent's goals annually and review progress towards achievement of goals.

Prepare and submit goals annually.

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE OPERATIONS

6100

COMMITTEE/SUPERINTENDENT RELATIONSHIP

6107

The School Committee shall:

Require and discuss reports of the superintendent concerning the progress of the schools in terms of achievement of students, teachers, and supervisors.

Require and consider reports of business transacted or pending and of the financial status of the school system.

Present to the community in conjunction with the superintendent recommendations for adjustments of the scope of educational activities.

Consider recommendations for additional capital outlays and adopt plans for such improvements and suggest the means for financing them.

Present the needs of the schools before the citizens of the community.

Act as a court of appeal for those matters that can be appealed to them under Massachusetts General Law.

Adopt a school curriculum and annual school calendar.

Adopt all major school textbook programs.

The superintendent shall:

Formulate and administer means of evaluating staff members and report findings to the committee. Duties and responsibilities may be delegated, but the superintendent has final responsibility for actions of subordinates.

Prepare annual reports on the operation of the school system and such other reports required by the School Committee.

Provide professional leadership for the educational program of the schools. Keep the committee continuously informed on the progress and condition and educational needs of the school system.

Develop plans for maintenance, improvement, safety or expansion of buildings and site facilities needed to provide properly for an ~~appropriate~~ educational program.

Plan means of keeping the community informed about matters. Serve as the representative of the schools before the public.

Make decisions in line with committee policy. Appeals from such decisions may be heard and decided by the committee.

Recommend for committee action school curriculum, and annual school calendar.

Recommend all major textbook programs to the School Committee for adoption.

[Reviewed October 2016 – First Reading October 24, 2016](#)

Deleted: Prepare monthly reports on status of the budget.

Deleted: adequate

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE POLICY

6200

POLICY DISSEMINATION

6202

The superintendent is directed to establish and maintain an orderly plan for making pertinent policies of the School Committee known to staff members, students, and others affected by them.

He/she shall arrange to disseminate to staff members all new policies that affect them and their work. He/she shall also provide easy accessibility to an up-to-date policy collection for all employees of the school system and members of the committee.

The committee's policy manual shall be considered a public record and shall be published on line on the district's website and made available for inspection at the office of the superintendent of schools.

Reviewed October 2016 - First Reading October 24, 2016

Deleted:

Deleted: open

Commented [DA1]: Can this be on line?

Commented [VC2R1]: Good idea. Also need access for those without internet.

Deleted: The **local library**

Deleted: shall be provided with a copy of the committee's policy manual and new policies forwarded for inclusion, as they are available.

SCHOOL COMMITTEE	6000
<u>SCHOOL COMMITTEE POLICY</u>	6200
POLICY FORMULATION	6203

The Salem School Committee recognizes that it has the primary responsibility for developing policies applicable to the overall operation and administration of the Salem School System. In the formulation of School Committee policies, the School Committee may consider advice received from various sources, such as the superintendent of schools, teachers and administrators, legal counsel, and citizens. The following procedures shall be followed in the formulation of policies:

POLICIES INITIATED BY A MEMBER OF THE SCHOOL COMMITTEE:

All proposals for consideration or revision for policy adoption initiated by a member of the School Committee may be expressed verbally or submitted in writing with a request for consideration and referral to the Policy Subcommittee.

POLICY INITIATED AT THE REQUEST OF THE SUPERINTENDENT:

When the Superintendent has identified either the need for clarification of an existing policy or the formulation of a new policy, he or she shall bring it to the School Committee for referral to the Policy Subcommittee ~~and~~ other appropriate subcommittee.

POLICY ENACTMENT AND IMPLEMENTATION

A policy proposal or change shall be brought to the ~~full~~-full School Committee by the Policy Subcommittee **at** the next regularly scheduled School Committee meeting.

Existing policies under review only require one reading. If an existing policy needs revision, then three readings will be required.

Each new policy shall undergo three (3) readings by the School Committee before taking effect.

Implementation of new or revised policies will be on the date of approval unless otherwise specified by the School Committee or the Superintendent.

Approved: June 7, 2010

[Reviewed October 2016 – First Reading October 23, 2016](#)

Deleted: or

Deleted: All Department Heads shall bring requests regarding changes in Policy to the Superintendent for his or her presentation to the School Committee, which will refer said proposal to the appropriate Subcommittee

SC SCHOOL COMMITTEE	6000
----------------------------	-------------

<u>SCHOOL COMMITTEE POLICY</u>	6200
--------------------------------	------

POLICY ADOPTION	6204
-----------------	------

Adoption of new policies or changing existing policies is solely the responsibility of the [school](#) committee.

First Reading – October 24, 2016

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE ORGANIZATION

6300

OFFICERS OF THE COMMITTEE

6302

Chair of the School Committee

Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;

Explain what the effect of a motion would be if it is not clear to every member;

Restrict discussion to the question when a motion is before the committee;

Answer all parliamentary inquiries, referring questions of legality to the city counsel;

Put motions to a vote, stating definitely and clearly the vote and result thereof;

The chairperson shall have the right, as other committee members have, to offer resolutions, discuss questions, and to vote.

Vice-Chair of the School Committee:

The vice-chair shall be elected by a majority vote of the members present and voting through roll call at the annual organizational meeting of the committee. In the absence of the mayor, the vice-chair will assume the duties described above. The vice-chair may serve on three sub-committees and serves as chair of one of these. The vice-chair facilitates the annual evaluation of the superintendent according to the Massachusetts Educator policies and timelines.

Secretary:

Massachusetts General Laws Chapter 71, Section 36 makes the following provisions regarding the secretary to the School Committee:

The School Committee shall appoint a secretary who shall keep a permanent record book, in which all its votes, order and proceedings shall be recorded;

The secretary shall be hired by the School Committee, following a posting and interviewing process.

Approved: 03/21/2011

Revised: October 2016 – First Reading October 24, 2016

Formatted: Indent: Left: 0.13"

Formatted: Font: Bold

Deleted: conducts

Formatted: Font color: Red

Formatted: Font color: Auto

Formatted: Font color: Red

Deleted: no later than the second meeting in November.

Formatted: Indent: Left: 0.13"

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

NOTIFICATION OF SCHOOL COMMITTEE MEETINGS

6401

State law provides that:

↓
Except in an emergency, in addition to any notice otherwise required by law, the committee shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, the committee shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. Emergency is defined for purposes of this section as "a sudden, generally unexpected occurrence or set of circumstances demanding immediate action."

Notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

City ordinance provides that:

No action may be taken at any meeting unless notice of the meeting and the action to be taken has been published on the online meeting calendar on the city's website. Except in the event of an emergency as defined under the Open Meeting Law, the full meaningful agenda or subject matter of every open meeting shall be added and/or linked to the meeting calendar and viewable by the public at least 48 hours prior to the start of the meeting. Saturdays, Sundays and legal holidays shall not be included in the calculation of time under this article. In the event of an emergency, the agenda for such emergency meeting shall be added to the meeting calendar as soon as practicable.

Agendas published in other areas of the website shall be considered "added to" or "published on" the meeting calendar if the agenda is accessible to the public through a website link on the meeting calendar.

All meeting agendas shall be maintained on the city website and available to the public through the meeting calendar for at least three years after the meeting.

Each board, commission or committee shall ensure that all notices and agendas for regular and special meetings shall include the following notice: "Know Your Rights Under the Open Meeting Law, M.G.L.A. c.30A, §§18-25, and City Ordinance [Code] sections 2-2028 through 2-2033."

Legal Reference: MGL 30A:18-25

City Ordinance [Code] sections 2-2028 through 2-2033

Revised: October 2016 – First Reading October 24, 2016

Commented [DA1]: Please review to ensure this meets the City's standard.

Deleted: Except in an emergency, a notice of each committee meeting shall be filed with the

Deleted: clerk of the municipality in which the committee acts, and the notice or a copy thereof shall, at least 48 hours, including Saturdays but not Sundays and legal holidays, prior to such meeting, be publicly posted in the office of such clerk or on the principal official bulletin board of such municipality. For the purposes of this section, "emergency" shall mean a situation where immediate, undelayed action is deemed by the committee to be imperative.

Commented [VC3]: Taken from the 2-2028 through 2-2033 of the Ordinances.

Deleted:

Formatted: Indent: Left: 0.5"

Deleted:

Deleted: . .

Deleted: ¶

¶

Formatted: Indent: Left: 0.5"

Deleted: ¶

Deleted: MGL 39:23B

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

TIME AND LOCATION OF SCHOOL COMMITTEE MEETINGS

6402

The School Committee shall meet at the Collins Middle School in School Committee Chambers unless otherwise voted by a majority of the committee.

The School Committee regularly shall convene on the first and third Monday of the month at 7:00 p.m. during the academic year.

Deleted: 3

During the months of July and August the Committee shall hold its regular meetings on the third Monday of the month at 7:00 p.m.

In August the Committee will meet on the third or fourth Monday, but no earlier than two weeks before the Monday preceding the first day of school.

Deleted: that

Additional meetings and date or time changes may occur as circumstances warrant by a vote of the majority of the School Committee.

All meetings and subcommittee meetings will be publicly posted in advance, as required by law.

Approved: June 7, 2010

Revised October 24, 2016 – First Reading October 24, 2016

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

REGULAR, SPECIAL AND EXECUTIVE SESSIONS

6403

All regular and special meetings of the School Committee shall be open meetings unless the committee votes to go into executive session.

Commented [DA1]: Does this meet the scope of the reasons for executive sessions? Does the release of minutes meet the standard?

Commented [VC2R1]: It is consistent with the Law – leaves out a couple of exceptions that would not apply to the SC

EXECUTIVE SESSION

All School Committee meetings must first commence in open meeting. The School Committee may move into executive session by the presiding officer first stating the purpose of the executive session, declaring whether it will return to open session and taking a roll call vote. Under the Open Meeting Law, purposes for which executive session is permissible include:

- Discussion of personnel matters involving reputations and discipline;
- Hearing of grievances;
- Collective bargaining sessions;
- Strategy for contract negotiations;
- Matters of possible or pending legal action;
- Matters of security;
- Consideration of real estate issues;
- Compliance with grant requirements;
- Preliminary screening of candidates for employment;
- Confer with a mediator;

Deleted: .

The School Committee secretary will keep accurate records of the proceedings conducted in executive session. Minutes will include the date, time and place of the meeting, those present or absent, a general description of the nature of the meeting, that discussion was held, following which, if a motion was made and seconded, the results of the roll call vote(s.) Minutes may remain confidential only so long as their publication would defeat the purpose of the session. After an executive session and after the vote, the committee will make a determination as to whether the minutes are to go into a confidential file.

The School Committee will review executive session minutes on a regular basis and release them as appropriate.

At the first executive session of each half year (first after January 1 and first after July 1), the committee or subcommittee shall review all minutes of its executive sessions that have been approved but not yet released, and determine whether such minutes or portions of minutes should be released.

Commented [VC3]: Any reasonable schedule (such as this one) for doing this is fine – but needs to be done regularly. Not entirely sure how the City does it – will try and find out. The Council does not go into executive session as often as the SC does as they do not negotiate any union contracts. If someone asks for unreleased executive session minutes, there is an obligation to review the minutes within 30 days or the next meeting, whichever comes first.

Legal Reference: MGL 30A:21, MGL 30A:22

Deleted: MGL 39:23A and 23B

Revised: October 2016 – First Reading October 24, 2016

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

AGENDA FORMAT

6405

The superintendent, in cooperation with the School Committee chair and/or vice-chair, shall prepare all agenda for meetings of the committee.

Any committee member, staff member of the system or citizen may suggest items of business. The inclusion of such items shall be at the discretion of the superintendent and committee chair and/or vice-chair.

The committee shall follow the order of business set by the agenda unless the order is altered by a majority vote of the members present.

The agenda ~~shall be published on the City's online meeting calendar at least 48 hours in advance of the meeting. The agenda,~~ together with supporting materials, will generally be distributed to committee members ~~and the teachers' union representative~~ at least 48 hours in advance of the meeting, to give members time to carefully consider items of business.

The agenda shall be made available to the press and to others.

Legal Reference:

City Ordinance [Code] section 2-2028

Revised: October 2016 – First Reading October 24, 2016

Deleted: Items of business not on the agenda may be discussed and acted upon if a majority of the committee agrees to consider them.

Deleted: .

Deleted: TEACHERS' UNION REPRESENTATIVE¶
¶ A copy of the public agenda of all School Committee meetings shall be made available to the official teachers' representative to the committee meeting at least 24 hours prior to the meeting. An effort will be made to advise the teachers' representative as soon as possible of all special meetings of the School Committee.

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.~~

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~~

Revised: October 2016 – First Reading October 24, 2016

Deleted: Every

Deleted: records

Deleted: action taken

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.

Deleted: 39:23B

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

MINUTES OF SCHOOL COMMITTEE MEETINGS

6408

In compliance with state law, the School Committee shall create and maintain accurate records setting forth the date, time and place, the members present or absent, a summary of the discussions on each subject, a list of documents and other exhibits used at the meeting, the decisions made and the actions taken at each meeting, including a record of all votes. Minutes shall be made public with reasonable promptness. Votes taken in executive session may remain secret so long as their publication would defeat the lawful purposes of the executive session, but no longer. Refer to Policy #6403.

Commented [DA1]: Does the City have a retention policy to archive online minutes and agendas? How does it work and is the District covered?

Commented [VC2R1]: Ordinance requires that minutes be accessible for at least 3 years online. State law requires that all meeting minutes be saved permanently (forever). You can petition the state for permission to convert paper records to a digital format.

Deleted: and a summary of all matters voted

The minutes shall be filed in the record book maintained as the permanent official record of all committee actions._

Deleted: Accordingly, the Salem School Committee shall cause to be recorded all actions of the committee. Such record shall be kept in the School Committee Chambers. This record book shall constitute the permanent official

Minutes shall also be made available online through links from the City's meeting calendar, no later than 21 calendar days following the meeting, and shall be clearly marked as "draft" until approved.

Anytime corrections are made to committee minutes, the corrected copy shall be included in the next School Committee packet.

Commented [DA5]: We presently do not do this. Is this necessary or can any corrections just be posted on line?

Commented [VC6R5]: I would think some members would like to know when minutes have been corrected.

TEACHERS' REPRESENTATIVE

A copy of the minutes of all School Committee meetings shall be given to the official teachers' representative.

Deleted: and the Salem Public Library

Legal Reference: 30A:22
City Ordinance [Code] section 2-2029

Deleted: MGL 39:23B

Formatted: Indent: Left: 1"

Revised: October 2016 – First Reading October 24, 2016

Formatted: Indent: Left: 0"

SCHOOL COMMITTEE

6000

SCHOOL COMMITTEE MEETINGS

6400

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE
MEETINGS/PUBLIC HEARINGS

6409

Formatted: Left

It is the policy of the School Committee that the agenda shall include a provision for community and staff to address the School Committee on topics or issues that would be reflective of the public interest, but for a period of no longer than a 5 minute duration.

State law provides that all committee meetings shall be open to the public and to the press unless the committee shall vote to go into executive session. Further:

No person shall address a public meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent. No person shall disrupt the proceedings of a meeting of a public body. If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting and if the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

Deleted: of a

Deleted: governmental

Deleted: presiding officer at such meeting,

Deleted: of such presiding officerthe

Deleted: If a person persists in disorderly behavior after warning from the presiding officer, the officer may order him/her to withdraw from the meeting. If he/she does not withdraw, the officer may order

Deleted: any

Deleted: person to remove him/her and confine him/her in some convenient place until the meeting is adjourned.

Deleted: MGL 39:23C

Legal Reference: 30A:20(g)

Revised: October 2016 – First Reading October 24, 2016

SCHOOL COMMITTEE 6000

SCHOOL COMMITTEE ADVISORY COMMITTEES 6500

SUBCOMMITTEES 6501

The School Committee handles some of its work during subcommittee sessions that are posted meetings open to the public. The mayor appoints three School Committee members to each subcommittee and designates the chairperson. The School Committee vice-chair may serve ex officio on all committees but does not vote. The chair of the subcommittee reports any recommendations voted by the majority of the subcommittee to the full School Committee for further consideration and enactment at the next meeting. The subcommittees include:

Buildings and Grounds
Curriculum
Finance
Personnel
Policy

Approved: 6//4/07

Revised: October 2016 – First Reading October 24, 2016

Debbie Amaral 9/15/2016 4:44 PM

Deleted: Special
Education

Eileen Sacco 10/20/2016 12:39 AM

Formatted: Normal, Indent: First line: 0",
Right: 0", Line spacing: single

Eileen Sacco 10/20/2016 12:39 AM

Deleted: 06/04/07

Superintendent Evaluation Plan and Timeline SY 2016-2017

[illegible]