

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



**Ms. Beth Anne Cornell  
Mr. Manny Cruz  
Ms. Amanda Campbell**

**Mayor Kimberley Driscoll, Chair**

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and  
City Ordinance Sections 2-2028 through 2-2033”

**DATE POSTED:** February 3, 2022

**REGULAR SCHOOL COMMITTEE MEETING**

Notice is hereby given that the Salem School Committee will hold a **Regular School Committee meeting on February 7, 2022 at 7 p.m.** This is an on-line Zoom meeting.

**Zoom Link to participate:**

<https://us06web.zoom.us/j/87443270914?pwd=TTIGQ2FVSEh6MUIQOXhVNUdwRHhidz09>

**Passcode: WU41vS**


**I. Call of Meeting to Order**

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

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

**b. Live Spanish Interpretation.**

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

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

**c. Instructions for Participating in Public Comment**

Should any member of the Salem community wish to participate in public comment during this meeting, please click on the below link to sign up and submit your comment electronically: <https://forms.gle/ZGRTGGqTtxLsYrpJ9>. A district staff member will be compiling all comments which will be shared with members prior to the end of the public meeting. Comments will also be summarized in the meeting minutes. Please contact Jensen Frost at [jfrost@salemk12.org](mailto:jfrost@salemk12.org) or 617-285-7567 with any questions or to report any technical difficulties you experience.

**II. Approval of Agenda**

**III. Approval of Consent Agenda**

- a. Approval of minutes of the Committee of the Whole held on January 18, 2022
- b. Approval of minutes of the Regular School Committee meeting held 1/18/2022
- c. Approval of Warrant: 1/13/2022 - \$60,444.66; 1/20/2022: \$339,179.47;  
1/27/2022 - \$545,507.21; 2/3/2022 - \$244,142.77

- IV. **Public Comment**  
Please see above for instructions on participating in public comment.
- V. **Student Showcase - Horace Mann Laboratory School**
- VI. **Superintendent's Report**
  - a. Presentation on goals for 2021-2022 school year
  - b. COVID updates - test at home program, updated response protocols and staff vaccination requirement
- VII. **Report from the Student Representative – Hawa Tabayi**
- VIII. **Action Items: Old Business**
- IX. **Action Items: New Business**
  - a. Deliberation & vote on Curriculum subcommittee's recommendation to approve proposed revisions to the SHS 22-23 Program of Studies
  - b. Deliberation & vote on Curriculum subcommittee's recommendation to approve declaration of outdated curriculum materials, resources and equipment as surplus property
  - c. Deliberation & vote on approval of CMS gr. 8 trip to NYC May 19, 2022 - May 20, 2022
- X. **Finance & Operations Report**
  - a. Budget Transfer
- XI. **Subcommittee Reports**
- XII. **School Committee Concerns and Resolutions**
- XIII. **Adjournment**

Respectfully submitted by,

*Mindy Marino*

Executive Assistant to the Superintendent

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

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



**Sra. Beth Anne Cornell  
Sr. Manny Cruz  
Sra. Amanda Campbell**

**Alcaldesa Kimberley Driscoll, Preside**

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

**FECHA DE PUBLICACIÓN:** 3 de febrero de 2022

**REUNIÓN REGULAR DEL COMITÉ ESCOLAR**

Por la presente se notifica que el Comité Escolar de Salem llevará a cabo una **Reunión regular del Comité Escolar el 7 de febrero de 2022 a las 7 p.m.** Esta es una reunión en línea por Zoom.

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

<https://us06web.zoom.us/j/87443270914?pwd=TTlGQ2FVSEh6MUIlQ0xhVNUdWRHhidz09>

**Contraseña: WU41vS**

**I. Convocatoria a la Sesión Abierta**

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

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

**b. Interpretación al español en vivo**

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

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

**c. Instrucciones para Participar en el Comentario Público**

Si cualquier miembro de la comunidad de Salem desea participar en el comentario público durante esta reunión, por favor pulsar en el enlace de abajo para registrarse y someter su comentario electrónicamente: <https://forms.gle/ZGRTGGqTtxLsYrpJ9> Un miembro del personal reunirá todos los comentarios que serán compartidos con los miembros antes de finalizar la reunión pública. Los comentarios también serán resumidos en las minutas de la reunión. Por favor, póngase en contacto con Jensen Frost en [jfrost@salemk12.org](mailto:jfrost@salemk12.org) o en el 617-285-7567 si tiene alguna pregunta o para informar de cualquier dificultad técnica que experimente.

**II. Aprobación de la Agenda**

**III. Aprobación de la Agenda Consensuada**

- a. Aprobación del acta del Comité Plenario celebrado el 18 de enero de 2022
- b. Aprobación del acta de la reunión regular del Comité Escolar celebrada el 18 de enero de 2022

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



**Sra. Beth Anne Cornell  
Sr. Manny Cruz  
Sra. Amanda Campbell**

**Alcaldesa Kimberley Driscoll, Preside**

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

- c. Aprobación de las órdenes de pago: 13 de enero de 2022 - \$60,444.66; 20 de enero de 2022: \$339,179.47; 27 de enero de 2022 - \$545,507.21; 3 de febrero de 2022 - \$244,142.77

**IV. Comentario Público**

Favor de ver arriba para instrucciones sobre cómo participar en los comentarios públicos.

**V. Exhibición del Educador - Escuela Horace Mann Laboratory**

**VI. Reporte del Superintendente**

- a. Presentación de los objetivos para el año escolar 2021-2022
- b. Actualizaciones de COVID - programa de pruebas en casa, protocolos de respuesta actualizados y requisito de vacunación del personal

**VII. Reporte de la Estudiante Representativa**

**VIII. Elementos de Acción: Asuntos Antiguos**

**IX. Elementos de Acción: Asuntos Nuevos**

- a. Deliberación y votación sobre la recomendación del subcomité de currículo de aprobar las revisiones propuestas al programa de estudios de la escuela secundaria (SHS) 22-23
- b. Deliberación y votación sobre la recomendación del subcomité de currículo para aprobar la declaración de materiales curriculares obsoletos, recursos y equipos como propiedad excedente
- c. Deliberación y votación sobre la aprobación del viaje de CMS gr. 8 a la ciudad de Nueva York 19 de mayo de 2022 - 20 de mayo de 2022

**X. Reporte de Finanzas y Operaciones**

- a. transferencia presupuestaria

**XI. Reportes de los Subcomités**

**XII. Inquietudes y Resoluciones del Comité Escolar**

**XIII. Clausura**

Sometido respetuosamente por,

*Mindy Marino*

Asistente Ejecutiva del Superintendente

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

**D R A F T**  
**Salem School Committee**  
**Committee of the Whole Meeting Minutes**  
**Tuesday - January 18, 2022**

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Tuesday, January 18, 2022 at 5:00 pm using the Zoom platform.

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

**Members Absent:** None

**Others in Attendance:** Dr. Stephen Zrike

**Call of Meeting to Order**

Mayor Driscoll calls the meeting to order at 5:06pm. She notes there is only one topic for the evening and hands the meeting to Dr. Zrike to begin.

**Update on progress to date on facilities master plan project**

Dr. Zrike passes the presentation to Ms. DeLai who introduces Mr. Paul Mills, the project manager on the school facility master plan with Canon Design - the company locked in for the analysis and progress options for evaluation and making choices in the future.

Mr. Mills begins his presentation with a brief introduction noting his project planning background is primarily with K-12 grades and in the suburban areas. He shares the results of asking Dr. Zrike and team what the master plan results would look like, categorized by facility, program, portfolio, and policy.

He notes the timeline of the plan and the plan itself which begins with the principles, onto data collection and review, and adding voice and design notes the intent of the projects and design which all three combined results in the plan. He shares the schedule for community forums. The first one to review values and decision criterias and the second to discuss school options.

Mr. Mills mentions the presentation is available on their website. Mr. Cruz asks for clarity on the survey timeline and how long it would be available to the public. Mr. Mills confirms the first survey will be open until the end of the month to reach as many folks as possible. He transitions to explain the DPC (District Planning Committee) and the SAC (Stakeholder Advisory Committee), he notes the parents, students, and staff included as voices for this project.

He segways the presentation to the data beginning with the population of SPS. He notes patterns that he's seen surrounding high school enrollment and the typical factors for the increase and/or decline based on population and past experiences with this work. He moves into data based on ethnicity among the student population. He notes the capacity per school and how to read the utilization of capacity. The gray wedges are what percentage of the school is full versus the blue which notes what remains to build capacity to the full level.

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Mr. Mills notes the facility needs by school and the overview and status of each of those components. (Ex: HVAC, Site, Plumbing, Electrical, etc.) The data graph shows what's needed for work and the cost for minor updates and repairs, versus full replacement. This slide is followed by an energy consumption graph by school.

He notes that the team is still working on more graphics and data results. He pulls up the maps of the elementary school locations versus where the students live and how the students cross paths all over Salem in an effort to get them to and from school. He notes there are roughly 4,000 students and notes the mileage to get to and from the school they attend. He mentions the result of this turns into 2.3 million student-miles traveled in a year.

Mr. Mills notes the sea rise and being resilient and cognizant of what that looks like in terms of the school locations and how the rise could affect the schools. He notes the hurricane risk and data that suggests climate change and sea level change could result in displacement of students in the community.

Mr. Mills recaps his presentation and Mayor Driscoll thanks him for the thoughtful work of his team and his thorough presentation to showcase the data as the district begins to make decisions to improve the facilities and the future plans down the lines. Mayor Driscoll notes the need to push the forums and discussions out to the public to ensure we have voice and discussion as the facilities master plan is discussed and reviewed.

Ms. Cornell asks about the strategy of collecting data surrounding the transportation portion of his presentation and how granular the data shows. He notes the different avenues of collecting data. He notes how the team looks at how and what it might look like to transition some of the systems used to make a more streamline process while keeping equity at the core when putting forward an option to the committee.

Dr. Pangallo asks in regard to the different facilities, and if system and facility updates made during the age of COVID were taken into consideration when computing that data. Mr. Mills notes that the work done during that time, was taken into consideration alongside Ms. DeLai and Mr. Alepakis. Dr. Pangallo also notes the sea level rise and asks if probabilities versus low, intermediate, and high could be included as a data presentation. Mr. Mills notes this was the data provided by a coastal watch group but could circle back with the probability if that's information that could be gathered by the group.

Ms. Manning mentions the transportation numbers and notes the 4,000 students in transportation but in the beginning of the presentation it was noted the student population was about 3,500. She asks for clarity of that. Mr. Mills notes that the team rounded up on the transportation slide to help tell the story of the significance of the issue at hand. He notes and mentions re-racking the number to be precise. Ms. Manning asks for reassurance that all the other numbers are accurate and that this is a situation where the numbers don't align. She also asks about the chart of the forums and what the conversations of each forum will be. Mr. Mills notes the conversations had with the SAC and how the responses to open-ended conversations led to the design of each forum. Forum one will invite the community to voice their opinions of their values of the district and school system. Forum two will discuss school specific concerns and/or opinions and values.

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Mr. Cruz notes the B&G subcommittee discussing accessibility and wonders if there is future consideration of accessibility and park spaces with integrating these concerns within the dashboard and the work of Cannon Design. Mr. Mills notes the city investing accessibility and it is included within their scope of work to incorporate. He shares he's looking specifically at schools versus regard to parks. Ms. DeLai notes a specific playground assessment occurring with a different company. Mr. Cruz notes that the two separate studies will be important in noting the work. Mr. Cruz also noted interiors at the high school were rated to fair and poor and wonders if this is a result of the Phase 1 versus Phase 2 plan. Mr. Mills notes having the need to invest in repairs and updates if that building is planned to be in it for the long haul by preserving the assets without being a draw on operating budgets.

Ms. Cornell asks if there's been consideration and attempts being made for families who have already opted out as there was mention for those to stay. Mr. Mills notes the forum availability to any community member who wants to attend so based on the city and school sending the information to those within the community is the big push to get the attendance and the voices noted. Ms. Cornell asks Dr. Zrike if there is a process for reaching the families who are not English-speaking or those who don't have access. Dr. Zrike notes the ELPAC meeting last week included a discussion surrounding these forums and also mentions connecting with Laura (Assade) on the issue. Dr. Zrike notes the SC Retreat and a topic being how we attract and hold onto enrollment within SPS.

Mayor Driscoll concludes the meeting noting the great work completed and presented to the committee this evening. She mentions components that are useful in making important decisions moving forward and proceeds to adjournment.

### Adjournment

Mayor Driscoll entertains a motion to adjourn. Ms. Manning makes a motion to adjourn. Mr. Cruz seconded. A roll call vote was taken.

Ms. Campbell	Yes
Ms. Cornell	Yes
Mr. Cruz	Yes
Mr. Fleming	Yes
Ms. Manning	Yes
Dr. Pangallo	Yes
Mayor Driscoll	Yes
Motion carries 7-0	

The meeting ends at 6:20 p.m.

Respectfully submitted by,

*Jensen Frost*

Executive Assistant to the Deputy Superintendent

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## Salem Public Schools Salem School Committee Meeting Minutes January 18, 2022

On January 18, 2022 the Salem School Committee held its regular School Committee meeting at 7:00 PM using the Zoom platform.

**Members Present:** Mayor Driscoll, Ms. Mary Manning, Mr. Manny Cruz, Ms. Amanda Campbell, Dr. Kristin Pangallo, Ms. Beth Anne Cornell, and Mr. James Fleming

**Others in Attendance:** Superintendent Stephen Zrike, Assistant Superintendent Kate Carbone, Chelsea Banks, Liz Polay-Wettengel, Marc LeBlanc, Linda Farinelli, Adam Colantuoni

### Call of Meeting to Order

Mr. Cruz calls the meeting to order at 7:04pm. He explained the Public Participation Policy 6409 and also explained the availability of Spanish interpretation.

### Attendance

The school committee secretary called the attendance.

Ms. Campbell	Present
Ms. Cornell	Present
Mr. Cruz	Present
Mr. Fleming	Present
Ms. Manning	Present
Dr. Pangallo	Present
Mayor Driscoll	Not Present

6 present, Mayor Driscoll to arrived at 7:10pm

### Approval of Agenda

Mr. Cruz requested a motion to approve the Regular Agenda. Mr. Fleming motioned and Ms. Manning seconded. A roll call vote was taken as requested by the school committee secretary.

Ms. Campbell	Yes
Ms. Cornell	Yes
Mr. Cruz	Yes
Mr. Fleming	Yes
Ms. Manning	Yes
Dr. Pangallo	Yes

Motion carries 6-0

### Approval of Consent Agenda



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Mr. Cruz requested a motion to approve the Consent Agenda. Mr. Fleming motioned and Ms. Manning seconded. The consent agenda includes:

1. Approval of minutes from Committee of the Whole meeting on December 20, 2021
2. Approval of Minutes of the Regular School Committee meeting on December 20, 2021
3. Approval of Warrant: 12/23/2021: \$610,406.58; 12/30/2021: \$255,331.43; 1/6/2022: \$213,889.69

Also includes an approval of minutes from the December 20, 2021 Regular School Committee Meeting and the December 20, 2021 Committee of the Whole Meeting. A roll call vote was taken.

Ms. Campbell	Yes
Ms. Cornell	Yes
Mr. Cruz	Yes
Mr. Fleming	Yes
Ms. Manning	Yes
Dr. Pangallo	Yes

Motion carries 6-0

### **Public Comments**

The school committee secretary read one comment submitted:

Paul Giglio and Jean Brietzke

54 Lawrence Street - Salem, MA 01970

Mr Commissioner who had no problem smiling cheek to cheek hunting down tests for so Teachers and Staff by Monday morning which don't and didn't even require to even show positive or A negative test. I'm seeing posts on different social media platforms about teacher's and nurse's.

Teacher's, Paraprofessionals ,Staff don't put on yellow scrubs , hats, n95 masks ,or face shields as do doctors and nurses some of these hospital's in Massachusetts are equipped. Our teacher's don't get the pay rate of Tom Brady most and almost all comes out of their own pockets who also have families and children they need to feed and keep A roof over their head . So while the Commissioner DESE was so quick to find those Rapid tests for teachers to return to work we to get in those 180 days that could have been made up during April Vacation. We don't live in the 1960's any more .

Have him get these teachers and staff the safety PPE instead of waiting 3 weeks...Dr Stephen Zrike let's get the squeaky wheel turning I have A lot faith in you

### **Educator's Showcase**

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Dr. Zrike notes the EDU showcase presentation tonight is from New Liberty Innovation School. He mentions their mid-year graduation happening on Wednesday night. Dr. Zrike opens the student showcase to the New Liberty Innovation School. Principal Jennifer Winsor introduces two of her students (Jade and Kianna - seniors graduating in June 2022) who prepared a presentation to discuss "Race Matters," the collective student voice group that started in summer 2020 in response to world issues, cultural change, and pandemic-associated concerns. The group's intent is to discuss and collaborate opinions freely and respectfully among the student population. The group has adult-led debate to promote healthy-open discussion. They share their work with the partnership of The Equity Imperative.

Mayor Driscoll extends her gratitude for the students sharing their presentation and an overview of the important work they're doing. She opens the conversation for other school committee members to weigh in.

Dr. Pangallo thanks the students for their presentation and notes that she would love to have them return to share the results of the group and the work they're proceeding with. The students share that their group consists of students across the grade levels in their school and they suggest next time, having a younger student's voice would be a great way to showcase everyone is learning. Dr. Pangallo agrees with that idea and thinks the results from the work could help recognize the effectiveness of the work with The Equity Imperative and commitment to equity.

Ms. Manning thanks Jade and Kianna for their presentation and notes she was planning to ask the same question Dr. Pangallo raised. She notes seeing a lot of presentations provided to the school committee over the years and states these two women (the NLIS students) have provided the most "real" presentation with authenticity. She explains the reality of the presentation is superb and she's proud that this work is happening, enjoyed the presentation, and would love to have them return a couple more times before the end of the year.

Ms. Thomas shares that there will be times during the cycle of the work to invite stakeholders to visit NLIS and she will keep their interest in mind as they prepare that in-school work.

Mr. Cruz thanks Jade and Kianna for their presentation and gives another callout from Ms. Campbell to secure work with The Equity Imperative. He brings attention to the student representative and the Student Advisory Council doing work on the issues raised on disparities, student discipline, etc. He shares they're looking for ways to make stronger connections with the other two high schools in the district and it would be fantastic as a stakeholder group to open up the door for collaboration with the SAC.

Ms. Cornell poses a question to Jade and Kianna, wondering if there is a way to modify conversations like this - like middle school students. Kianna notes the factor of maturity being important to have these conversations. Jade disagrees and thinks this is something everyone needs to learn. She shares her experience being at NLIS has taught her educators can cater to students' needs - so for every age group, there will be different strategies to use to develop these conversations and the skills to engage in them. She believes that slowly implementing

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these skills will be important to one day have the conversations they shared in their presentation. Ms. Cornell notes having Jade and Kianna heading to Collins to have these conversations with her daughter.

Mayor Driscoll shares how impressive and authentic their presentation is and the importance of peer-to-peer learning especially with conversations that can carry a lot of weight.

Mr. Greene notes the ideas of bringing this work to lower grade levels has been discussed and the development of that is still underway. Ms. Thomas shares the Student Voice Project has a group from Collins where there is already opportunity for this work based on the model developed by NLIS. Ms. Carbone confirms The Equity Imperative is doing the Student Voice Project with all three high schools as well as at Saltonstall and Collins. Teachers have been recruited as mentors for these student groups. She suggests doing a showcase of all groups and their findings.

Mayor Driscoll commends the district for leaning into the work of equity and developing a level of commitment to this work.

### **Superintendent's Report:**

Dr. Zrike shares a word of gratitude for the nurses over the past few weeks. Noting there are no words to share for how much support they provide to their students, families, and colleagues. Their overdrive work and commitment is impressive and to be commended. He notes their input being helpful in preparing the updated guidance being delivered this evening.

### **COVID update**

Dr. Zrike invites Ms. Banks to begin her presentation. She shares her screen with a COVID-19 Update. She notes partnering with the public health advisors and nurses. Updated isolation period and test to return guidance is shared. Noting the change to isolation of 5 days, following Test to Return requires a negative rapid test to "test out" of isolation ahead of day 10. Continue to maximize the use of the DESE testing program. She provides an overview of how the updated change has worked for the student population at CMS since the return of winter break.

She notes the updates and changes to notifications and contact tracing. And the updates to quarantining based on vaccination status, test-to-stay consent, and other factors. A data share showcases the students versus staff numbers in terms of time: before, over, and after the winter break. Dr. Zrike notes the number of staff being out has resulted in having a substitute in the middle and elementary schools, and at the high school students are in the cafeteria for classes due to the lack of staff and the increase in staff being out due to COVID cases.

Ms. Banks shares the next steps including the work of the Family Engagement facilitators to assist with support to consent for testing and access to the vaccination, along with ongoing rapid test availability and distribution. Continuing to look at increasing vaccination rates, and establishing employee vaccination requirements with the work and partnership of the city. She closes noting that the district will continue to reflect and understand the ever-changing systems of DESE and the Department of Public Health.

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Dr. Zrike notes that the DESE update is surrounding the end of Test-to-Stay and the start of rapid at-home testing but the district needs to get a handle on understanding the new guidance before making any changes or moving on the suggestion of DESE. He notes Salem is eligible based on their timeline of pool testing since the start of last school year.

Mayor Driscoll notes the appreciation to all the staff who take on so much work and are undertaking the tremendous work. She notes the incredible work being done to ensure in-person learning continues to be possible. She notes the strategies of the City of Salem and the Salem Public Schools ensuring families have access to testing and notes the continued efforts to keep happening along with vaccine increases among the student body and the city employees.

Mr. Cruz notes the vaccination rate dashboard and wonders if in the next update, the demographics could be noted and targeted as the update in addressing the need for vaccination.

Dr. Pangallo extends her gratitude and thanks to all the nurses and the team devoted to implementing vaccine clinics and the continued testing. She notes the school-based vaccination clinics are responsible for about half of kid population vaccines. She encourages anyone watching who was hesitant to get the vaccine to re-visit the information and get the vaccine as they are an incredibly safe and effective tool to mitigate symptoms and potentially shield you from getting the illness.

### **PK/K registration update**

Dr. Zrike introduces the next topic supporting the Pre-K & K registration process with updates. He notes the Early Learning Expo on Thursday 1/20 will begin at 6:30pm and invites anyone interested to join via Zoom. He introduces Kate Carbone as the presenter. Ms. Carbone opens the presentation with an overview of the process for the Early Learning Expo with a brief overview of the agenda. She notes the resources available to families online currently and the information they'll gain at the event. She notes the upcoming events to support families looking to enroll with SPS, both virtual and in-person. She gives an overview of the classroom count between pre-k and kindergarten and then turns over the presentation to Ms. Sayonara Reyes to discuss the timeline for application due dates and notification dates along with the lottery dates for Dual Language and Pre-K. Mr. Andre Fonseca gives an overview of the process for enrollment for the Dual Language Program.

Dr. Zrike identifies an item for a vote and approval from the committee on the shift of the first batch from March 1 to March 21. Mayor Driscoll asks Ms. Carbone if the pre-kindergarten students will be tracked on academic achievement levels to be able to monitor throughout the years as they move into kindergarten and beyond. Ms. Carbone notes the readiness assessment programs that will allow a consistent measure from Pre-K and throughout the years.

Ms. Campbell notes how great the three windows are for the Dual Language Program and asks Mr. Fonseca if there is an impact for available seats knowing some of the factors that may

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inhibit the window three students. Mr. Fonseca notes the process decided on was based on the natural immigration trend they've noted along with knowing Category C families are registering almost as soon as registration is available. Ms. Campbell and Mr. Fonseca agree that looking at the batch process for Dual Language Lottery as it pertains to Category C families and enrollment trends is something worth noting.

Ms. Carbone raises the update of the kindergarten class at ECC closing for the coming school year as the enrollment shows it's not needed. Ms. Carbone notes the teacher of the single class has been informed and the district will be accommodating her position elsewhere in the system.

Ms. Manning notes taking another look at the Parent Child home program and the funding we have coming in to see if we can reinstitute some of that. Ms. Manning notes the topic could be saved for budget season but also wonders if including them in the expo next year would make sense, along with the consideration of review of data in regard to PreK classes. She recalls the data formerly showing the success of students who went through the PC+ program had a lasting effect. She notes having discussion around this program in a future meeting.

### **Enrollment targets for 2022-2023 school year**

Dr. Zrike notes the document shared with the School Committee surrounding enrollment targets based on low income demographics. Dr. Zrike completed the report as required to be done on an annual basis using the template created by former employee, Ms. Conrad. He discusses enrollment statistics as noted in the memo on the school district levels. He also highlights enrollment pertaining to the Dual Language program and the pre-kindergarten program. He stops his discussion to open for questions.

Dr. Pangallo wonders if having discussion over schools with target differences, such as BAIS where it's pretty far from the average value versus a school like HMLS. She wonders if a more intense selection process could be considered in evaluating target differences. Dr. Zrike notes it's something needing to look into and not sure if that could happen before the end of this school year. He notes the demographics of the Dual Language Program and the futurecast of enrollment for that program.

Ms. Campbell asks for clarification on the percentages listed on the report for target and staying in line with the average number. Dr. Zrike reviews the documentation and tells Ms. Campbell that he needs to process the question and respond with an answer he can think through.

Ms. Cornell asks if we are correcting the overall demographic percentages with each incoming cohort at Carlton. She wonders if the overall number is necessary in the conversations to be had as a committee. She notes potentially having the wrong number driving the bus. Mayor Driscoll notes fostering balance within the school with respect to moving parts of the school, cohorts, and changes. She shares that while it's not a perfect science, everyone's raising great points to get to the overall goal of looking at the schools that are lopsided in terms of enrollment targets.

## DRAFT

Mr. Cruz touches upon the mention of looking at the Dual Language Program in respect to future enrollment. He wonders what happens when expanding pre-k throughout the district and what that means for future enrollment. He notes agreed percentage for enrollment based on low income and not low income and what that looks like down the line with universal pre-k. He questions when to revisit that number. Dr. Zrike responds that it's something to consider for discussion among the school committee.

Ms. Campbell shares figures and consideration around equity and access in regard to enrollment for early childhood experiences. Dr. Zrike asks what percentage systems Ms. Campbell would like to see to make the statement of change in terms of her mention of equity and access. She shares that ideally she would like to see it 80/20.

Ms. Manning agrees with Ms. Campbell's points and would like to dive deeper into this for a future meeting.

Mr. Fleming notes a change in policy would require a vote and bringing it to policy. Mayor Driscoll notes talking about the percentages and having the COW ahead of the concern of a policy change. Ms. Manning asks about a deadline change policy. Discussion is had about the Kindergarten Registration Batches needing a change and a vote to be discussed shortly. Dr. Zrike mentions the enrollment target policy notes the Superintendent sets the targets accordingly with input of the committee and community.

### **Report from the Student Representative - Hawa Hamidou Tabayi**

Mr. Cruz shares students are in the process of planning a retreat to set some of their priorities around campaigns they're building for restorative justice, student rights, and some issues surrounding chronic absenteeism and tardiness. They're looking to have the retreat with the alumni of the Boston Student Advisory Council. Following the retreat, they'll come back and report to the committee. Ms. Hamidou Tabayi also asked Mr. Cruz to share that she will still like to participate in a retreat with School Committee members down the line as an opportunity to share out a little more about what they're working on.

### **Old Business**

None

### **New Business**

#### **Deliberation & vote to declare eight (8) school buses surplus property**

Ms. DeLai notes 15 buses that SPS owns and with only 2 drivers and subdrivers, there isn't a need for the capacity of fifteen. After a review, eight buses were identified as being available for trade-in value. She notes the value in putting them in for a bid for revenue to come back to the city. She notes the potential of using the funds to buy smaller vehicles to support the district if needed. Mayor Driscoll requested a motion declaring the eight school buses as surplus property. Mr. Cruz made the motion and Mr. Fleming seconded. A roll call vote was taken.

Ms. Campbell                      Yes

Ms. Cornell                        Yes

Mr. Cruz                            Yes

## DRAFT

Mr. Fleming                    Yes  
Ms. Manning                 Yes  
Dr. Pangallo                 Yes  
Mayor Driscoll               Yes  
Motion carries 7-0

### **Deliberation & vote to extend the Batch 1 deadline to March 21, 2022**

Mayor Driscoll requested a motion to move the Batch 1 deadline for kindergarten registration from March 1, 2022 to March 21, 2022. Ms. Manning makes a motion to approve the deadline and refer the policy to the Policy Subcommittee Meeting for review of dates being required in the policy. Mr. Cruz seconded. A roll call vote was taken.

Ms. Campbell                Yes  
Ms. Cornell                   Yes  
Mr. Cruz                      Yes  
Mr. Fleming                  Yes  
Ms. Manning                 Yes  
Dr. Pangallo                 Yes  
Mayor Driscoll               Yes  
Motion carries 7-0

### **Deliberation & vote to accept recommendation to increase the rate of pay for substitutes to \$120/regular day and \$150/extended day**

Mayor Driscoll requested a motion to increase the rate of pay for substitutes to \$120/regular day and \$150/extended day. Mr. Fleming made the motion and Ms. Manning seconded. Ms. Manning asks for a refresher on the current pay and Dr. Zrike notes \$100 for regular day and \$130 for extended. No other comments or questions.

A roll call vote was taken.  
Ms. Campbell                Yes  
Ms. Cornell                   Yes  
Mr. Cruz                      Yes  
Mr. Fleming                  Yes  
Ms. Manning                 Yes  
Dr. Pangallo                 Yes  
Mayor Driscoll               Yes  
Motion carries 7-0

### **Finance Report**

None

### **Subcommittee Reports**

None were mentioned

**DRAFT**

**School Committee Concerns and Resolutions**

**Adjournment**

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

Ms. Manning                    Yes

Mr. Fleming                    Yes

Mr. Cruz                        Yes

Dr. Pangallo                    Yes

Ms. Cornell                    Yes

Ms. Campbell                    Yes

Mayor Driscoll                    Yes

Motion carries 7-0. Meeting adjourned at 8:57pm.

Respectfully submitted by,

*Jensen Frost*

Executive Administrative Assistant to Assistant Superintendent



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## DRAFT- Superintendent's Annual Plan February 2022

**Goal #1 (Student Learning):** *The Superintendent will lead the implementation of the district's strategic priorities, initiatives and improvement plans grounded in equity. This will result in substantive progress toward realizing the district's goals and outcomes for our students.*

### Key Actions

1. Oversee the development and regular review of school and district improvement plans to ensure alignment to SPS values, priorities, initiatives and goals;
2. Examine aforementioned plans to ensure that they are grounded in equity and access for all students;
3. Facilitate step back meetings to discuss school and districtwide progress toward established goals;
4. Engage in regular school and classroom visits with school leaders to develop their ability to provide quality feedback aligned to improvement plans grounded in educational equity;
5. Ensure that professional learning for staff supports individual school and district priorities and is directly connected to accelerating student achievement.

### Evidence

1. Copies of school and district improvement plans;
2. Agendas from at least two step back meetings with school and central office leaders;
3. Superintendent and Assistant Superintendent's school visitation calendars;
4. Presentation(s) on progress to School Committee throughout the school year;
5. Agendas and content of principals' monthly learning sessions and bi-weekly executive team meetings

### Measurable Outcomes

- Improvement and progress as measured by the district's articulated student outcome metrics

**Goal #2 (Professional Growth):** *The Superintendent is fiercely committed to advancing equity across the district. He will continue to grow in his ability to consistently examine, recognize, interrupt and transform systemic inequities so that all students can excel in the Salem Public Schools.*

### Key Actions

1. Ensure that our equity statement is visible throughout the district;
2. Model for and expect district staff to assess decisions through the lens of the stated commitment to equity;

3. Regularly and relentlessly lead the examination of academic, discipline, attendance, access, graduation, dropout and parent engagement data for potential disproportionality;
4. Establish work streams (improvement plans) aligned to the district strategy that explicitly pursues educational equity for all students;
5. Serve as lead advocate for the implementation of the Equity Imperative modules and the importance of the corresponding discussions and youth empowerment efforts associated with this work;
6. Create opportunities for students to influence district policy and practices through regular engagement opportunities that amplify diverse student perspectives;
7. Support schools to develop consistent school visitation tools that examine the extent to which students can access learning and opportunities to excel at a high level.

### **Evidence**

1. District action plans grounded in equity associated with each initiative;
2. Observation tool used to assess student access to rigorous, cognitively demanding learning opportunities;
3. The use of common language across the system when discussing matters of equity and anti-racism;
4. Concrete connections between ideas and recommendations put forth by the high school advisory group to the School Committee, middle school advisory group to the superintendent and the youth participatory research projects and revised district procedures and practices;
5. Agendas and content from sessions where data disproportionality is examined

### **Measurable Outcomes**

- Improvement and progress as measured by the district's articulated accountability metrics;
- Improved outcomes on SPS' annual student and staff surveys related to cultural awareness/action, opportunities to discuss race and professional learning about cultural proficiency;
- Staff response and survey feedback from the Equity Imperative modules that reflect growth and development in educator understanding of the role that bias and systemic racism plays in our community

**Goal #3 (District Goal):** *To build ownership of, and engagement with, the district's revised strategic plan with critical stakeholders. In doing so, the Salem Public Schools will hold itself accountable for the implementation of the objectives, initiatives and targets in the SPS strategic plan.*

### **Key Actions**

1. Consistently make connections to the district strategy when making decisions;

2. Find multiple opportunities to share the district strategy with individual school communities - families, staff and students;
3. Host forums/workshops for the business community, higher education partners and community-based organizations to learn how we might mutually support our strategic efforts;
4. Organize at least one “State of the Schools” forum for the community to provide updates on the district strategy and to solicit input on the formation of the FY23 operating budget proposal and the use of federal ESSER funds;
5. Facilitate regular discussions with members of the School Committee in Committee of the Whole (COW) meetings and retreats to receive feedback and input on the implementation of the district’s strategic direction

### **Evidence**

1. Copies of school and district improvement plans;
2. Multiple examples of presentations detailing progress to aforementioned stakeholders;
3. Agendas, notes and work products from School Committee retreats and meetings;
4. Budget presentation that shows a clear link between community feedback and the way resources are utilized;
5. District correspondence with staff, families and community members about progress towards established goals

### **Measurable Outcomes**

- Improvement and progress as measured by the district’s articulated student outcome metrics.

# Salem High School Program of Studies, SY 22-23

Proposed alignment to SPS High School Redesign



All proposed changes increase the Program of Studies' effectiveness as a tool for achieving Redesign goals.



# SPS High School Redesign Guaranteed Experiences:

1. Four-year personalized graduation plan.
2. High quality social-emotional and academic learning.
3. Credits or credentials earned through advanced coursework, career-technical education, internships and/or job-training.
4. Participation in the arts.
5. Participation in at least one extra-curricular activity.



# Program of Studies Alignment Process



# High-Level Overview of Proposed Alignment

## #1 Formalize course trajectory of existing and new strands:

- Criminal Justice
- Biomedical
- Programming and Web
- Business Pathway
- Health Care





# High-Level Overview of Proposed Alignment

## #2 Expansion of Early College Offerings:

### **Business Strand with NSCC:**

- Intro to Entrepreneurship
- Principles of Marketing

### **Criminal Justice Stand with SSU:**

- Communications and Civil Engagement



# High-Level Overview of Proposed Alignment

## #3 Expansion of Advanced Coursework Offerings:

- Dual Enrollment (NSCC):
  - Math Literacy (Replacing Contemporary Math)
- PLTW:
  - Cybersecurity
  - Computer Science Principles



# High-Level Overview of Proposed Alignment

## #5 Increasing accessibility

Becoming a *Unified Champion School* through Special Olympics:

- Adding Unified PE class

**Examine impact of prerequisites on student success and access:**

- Math, Science, Social Studies, FAPA



# High-Level Overview of Proposed Alignment

## #7 Update Student Supports programs/offerings info with Redesigned content:

- Remove Bridge Academy
- Remove MCAS Math Prep, Math Lab, replace with Math and ELA “Plus” course
  - Algebra I Plus
  - Geometry Plus
  - ELA Plus



# See General Edits [HERE](#)

- Redesigned course descriptions
- Updated prerequisites
- Expansion of Theater offerings
- Redesigned departmental descriptions
- Redesigned Post-Graduate planning info

<b>Title</b>	<b>Publication Date</b>	<b>Rough Estimate of Cost</b>	<b>Estimate # in bookroom</b>	<b>Estimate Total Cost</b>
A Book of Short Stories	1983	\$6.99	12	\$83.88
A Farewell to Arms	1957	\$15.99	60	\$959.40
A Separate Peace	1966	\$3.50	40	\$140.00
Alice's Adventures in Wonderland	1960	\$1.25	30	\$37.50
American Literary Tradition	1976	\$9.99	20	\$199.80
And Then There Were None	1939	\$5.99	20	\$119.80
As I Lay Dying	1957	\$3.99	10	\$39.90
Childhood's End	1953	\$2.50	40	\$100.00
Death be not Proud	1949	\$0.95	75	\$71.25
Death in the Family	1967	\$3.95	25	\$98.75
Death of an Expert Witness	1996	\$5.99	10	\$59.90
Den of the White Fox	1997	\$6.00	30	\$180.00
Fantasic Voyage	1966	\$0.95	30	\$28.50
Flowers for Algernon	1959	\$6.99	90	\$629.10
Fountainhead	1952	\$8.99	30	\$269.70
Four Classic American Novels	2007	\$3.79	35	\$132.65
Hound of Baskervilles	1993	\$4.50	20	\$90.00
House of 7 Gables	1981	\$1.50	40	\$60.00
I am the Cheese	1977	\$3.25	10	\$32.50
Kaffir Boy	1986	\$13.00	30	\$390.00
Lincoln's Greatest Speech	2002	\$14.00	45	\$630.00
Lonesome Dove	1985	\$14.00	35	\$490.00
Man the Myth-Maker	1973	\$4.79	50	\$239.50
Mayor of Casterbridge	1985	\$3.50	45	\$157.50
Moby Dick	1965	\$4.49	150	\$673.50
Night Shift	1985	\$3.79	20	\$75.80
Picture of Dorian Gray	1982	\$3.50	100	\$350.00
Prophet	1986	\$8.95	10	\$89.50
Rabbit, Run	1960	\$3.70	60	\$222.00
Return of the Native	1972	\$3.70	40	\$148.00
Rule of the Bone	1995	\$3.70	5	\$18.50
SAT Prep books	2007	\$16.99	40	\$679.60
Science Fiction Reader	1973	\$5.99	70	\$419.30
Shakespeare Bats Cleanup	2003	\$6.99	30	\$209.70
Shane	1949	\$8.99	40	\$359.60
Sister Carrie	1961	\$3.50	15	\$52.50
Slaughterhouse-Five	1969	\$7.99	15	\$119.85
Stranger in a Strange Land	1968	\$1.50	40	\$60.00
Ten Little Indians	1977	\$7.99	10	\$79.90
Tess of the D'Uberilles	1964	\$2.50	25	\$62.50
The Art of Life	1998	\$12.95	25	\$323.75
The Bridge over the River Kwai	1954	\$1.95	45	\$87.75
The Fractured Image	1972	\$4.00	15	\$60.00
The Jazz Age	1969	\$4.79	85	\$407.15
The Maltese Falcon	1972	\$1.38	30	\$41.40
The Martian Chronicles	1946	\$2.07	20	\$41.40
The Sound and the Fury	1954	\$2.95	90	\$265.50
The Turn of the Screw	1973	\$2.95	60	\$177.00

Themes in Science Fiction	1972	\$21.39	35	\$748.65
Think	1999	\$23.00	10	\$230.00
Tortilla Flat	1965	\$0.60	10	\$6.00

School	Location	Model	Type
Bates	Basement Storage Room	Bretford	iPad cart
Bates	Basement Storage Room	Ergotron	Tablet cart
Bates	Basement Storage Room	Unknown	iPad cart
Bentley	Cafe Stage	Unknown	Laptop Cart
Bentley	Cafe Stage	Ergotron	Laptop Cart
CMS	Library 238	Ergotron	Tablet cart
CMS	Library 238	Bretford	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Library	Intertek	Tablet cart
CMS	Women's bathroom next to elevator	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
CMS	bathroom next to elevator in lobby	Intertek	Tablet cart
HMLS	Room 306	ergotron	Laptop cart
HMLS	Room 303	Bretford	Laptop cart
SHS	2nd floor IMC	Ergotron	iPad cart
SHS	2nd floor IMC	Bretford	Laptop cart
SHS	2nd floor IMC	Bretford	Laptop cart



SHS	2nd floor IMC	Bretford	Laptop cart
SHS	170	Ergotron	iPad cart
SHS	170	Unknown	Laptop cart
SHS	170	Ergotron	iPad cart
SHS	170	Ergotron	iPad cart
SHS	170	Bretford	Laptop cart
SHS	170	Unknown	Laptop cart
SHS	170	Bretford	Laptop cart
SHS	170	Bretford	Laptop cart
SHS	170	Ergotron	Laptop cart
SHS	170	Ergotron	Laptop cart
WHES	COMP LAB	Bretford	Laptop cart
WHES	COMP LAB	Ergotron	Laptop cart
WHES	COMP LAB	Bretford	Laptop cart

# Memorandum

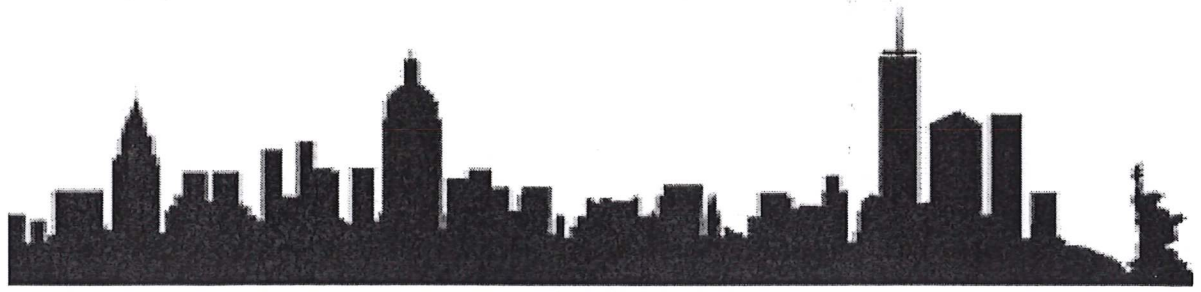
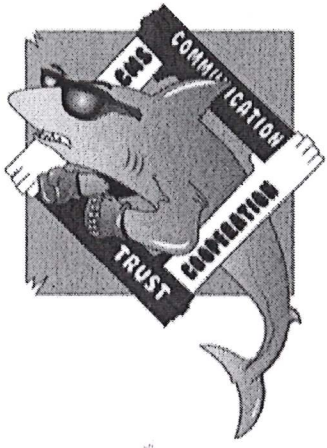
To: Dr. Stephen Zrike, Superintendent  
From: Matthew Condon, Collins Middle School Principal  
CC: File  
Date: Wednesday 19, 2022  
Re: Out of State Trip – New York City

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Recommendation: Collins Middle School trip to New York City on Thursday, May 19, 2022- Friday, May 20, 2022. This trip will include a wide variety of educational and cultural opportunities. We estimate 10 to 15 chaperones/staff members and an estimate of 150 scholars from the 8<sup>th</sup> grade. Scholars and Chaperones will be leaving Collins Middle School at 8:00 AM on Thursday, May 19<sup>th</sup> and will return around 9:30 PM on Friday, May 20<sup>th</sup>.

Please present this to the school Committee for approval so that final planning may be completed. Thank you for your attention to this matter.

Matthew Condon  
Collins M.S School Principal



## **CMS 8th GRADE TRIP 2022 INFORMATION AND PRICING**

### **TRIP DATES & DETAILS**

Thursday, May 19, 2022 - Friday, May 20, 2022

***Your trip will include visits to:***

The Central Park Zoo • 9/11 Memorial Fountains • Times Square •  
One World Observatory at the World Trade Center • Statue of Liberty • Ellis Island •  
Dinner & Dance Cruise on board The Spirit of New York (or similar)

***Your trip will include:***

1 Breakfast at the hotel  
1 Lunch at the Hard Rock Cafe  
2 Dinners (on board The Spirit of New York & at a rest stop on the way home)  
Round Trip transportation via motor-coach bus  
1-night stay in hotel (quad occupancy)  
All gratuities, entrance fees, etc...

*1 Lunch provided by Salem Public Schools (you may bring a lunch from home to eat on the bus)*

***Cost of trip:***

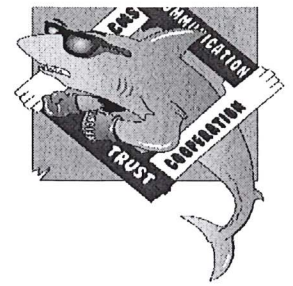
Student Quad Occupancy (4 students per hotel room): \$410  
Adult Chaperone Double Occupancy (2 adults per hotel room): \$510  
Adult Chaperone Single Occupancy (1 adult per hotel room): \$625

***No student will be excluded due to financial circumstances.***

***All participants must show proof of COVID-19 Vaccination in compliance with  
the NYC Board of Health and Salem School Committee Policy.***



# Collins Middle School



Tel. (978) 740-1193

29 Highland Avenue, Salem, Massachusetts 01970-2196

Fax (978) 740-1183  
TTY (978) 740-1225

**Matthew Condon**  
*Principal*

**Michael Titus**  
*Director of Teaching and Learning*

**Lisa Golden**  
*Director of Operations and School Culture*

Dear 8th Grade Parents/Guardians:

Collins Middle School has planned an exciting end of year trip to New York City! This 2-Day/1-Overnight trip will include visits to many exciting landmarks, an evening dinner cruise aboard the Spirit of New York, and a celebration of the approaching end of middle school! Students will be chaperoned by members of the Collins Middle School Staff, Parents/Guardians (see below if interested), and a trip manager from the tour company. Additional security will be provided during the overnight hours at the hotel. Rest assured, we would not embark on such a trip if we did not have the full confidence in our students to demonstrate our core values of communication, cooperation, and trust. This trip is considered to be an earned privilege and, as a result, will be subject to the eligibility expectations included in this packet.

## PAYMENT SCHEDULE

The total cost of the 8th Grade New York City Trip is \$410.00 per student (based on 100 participants). **FINANCIAL ASSISTANCE IS AVAILABLE!!!** Collins Middle School is committed to helping assist all families with the necessary funding. It is our genuine wish that every student, **REGARDLESS OF FINANCIAL ABILITY**, be able to participate in all that is offered!

A variety of fundraisers will be provided to help contribute towards the general trip fund as well as towards students' individual account balances. A payment timeline is provided below to help you plan ahead:

- January 14, 2022 - \$100 Payment Due
- February 11, 2022 - \$125 Payment Due
- March 18, 2022 - \$125 Payment Due
- April 14, 2022 - Final Balance Due (TBD based on Fundraising)

## CHAPERONES

The trip is chaperoned by CMS Faculty and Administration. **Parents/Guardians are encouraged to chaperone this trip as well!** Costs are prorated depending on single/double/triple/quad occupancy in the hotel. If you would like to attend this trip as a chaperone, please email Mr. Condon ([mcondon@salemk12.org](mailto:mcondon@salemk12.org)) or Mr. Chertok ([bchertok@salemk12.org](mailto:bchertok@salemk12.org)) to request more information.

## **STUDENT ELIGIBILITY**

Participating in end-of-year activities including, but not limited to the NYC Trip, Canobie Lake Park Trip, the 8th Grade Semi-Formal Dance, and the Moving On Ceremony, are considered to be EARNED PRIVILEGES. As such, beginning December 6, 2021, ALL students must meet academic, attendance, AND behavior expectations in order to participate. These expectations include:

### **ATTENDANCE EXPECTATIONS**

All students are expected to be present in homeroom by 7:35 AM each day. CMS has a bell schedule to help students transition from class to class. As such, students are expected to be in class on time. In most cases, documented absences/tardies/dismissals are considered excused and will be recorded appropriately. In order to participate in end-of-year activities, ALL students must maintain:

- No more than 10 unexcused absences or tardies to school. Unexcused means:
- No more than 5 unexcused tardies to class (no pass from the previous teacher).

All attendance related decisions are at the discretion of the CMS administration.

### **ACADEMIC EXPECTATIONS**

All students are expected to maintain progress towards meeting academic responsibilities across all academic disciplines. Beginning with the 2nd trimester, students must maintain the following academic expectations in order to be eligible for end-of-year activities:

- Complete all required work in all classes (as determined by individual teachers)
- Complete all required assessments (iReady, SchoolCity, STAR, MCAS, etc...)
- In the 2nd & 3rd Trimester, progress reports may not have more than 2 NYs
- In the 2nd Trimester, report cards may not have any score LESS than 1.5 or PM for ALL CLASSES.\*

\*In most cases, students will be placed on academic probation in order to provide the opportunity to improve grades and/or complete work. All academic related decisions are at the discretion of the CMS administration.

### **BEHAVIOR EXPECTATIONS**

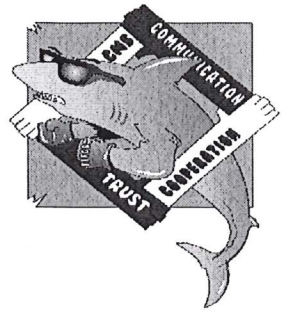
All students are expected to demonstrate mastery of the Collins Middle School Core Values of Communication, Cooperation, and Trust. Specific Collins MS rules are outlined in the CMS Handbook. Participating in the end-of-year activities is an EARNED PRIVILEGE. Beginning November 15th all students must meet the following requirements to be eligible for participation:

- No more than 1 suspension (In-Office or Out-of-School)\*
- No suspensions (In-Office or Out-Of-School) after April Vacation\*
- No more than 3 After School Detentions or Saturday School Sessions Assigned
- Any outstanding Detention or Saturday School Obligations Fulfilled by May 15, 2020\*
- No disciplinary actions OF ANY KIND in the 2 weeks leading up to the trip\*

\*In most cases, students AND families will be notified if the student will be placed on probation for end-of-year activities. Violations that affect the overall safety and security of the school community will automatically be grounds for immediate removal from participation eligibility. All disciplinary related decisions are at the discretion of the Collins Middle School Administration.



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*Principal*

**Michael Titus**  
*Administrator of Teaching and Learning*

**Lisa Golden**  
*Director of Operations and School Culture*

## *Eligibility Contract* *Grade 8 New York City Trip/End Of Year Activities*

Please read the following very carefully. Once you sign and return this form it becomes a legally binding contract. Payments will be considered **NON REFUNDABLE** as hotels, buses, and admissions are paid for in advance. Extenuating circumstances will be evaluated on a case-by-case basis.

### **Attendance Eligibility**

I have read the expectations for school attendance/class attendance and understand that I must meet the minimum eligibility requirements in order to participate in the end-of-year activities.

### **Academic Eligibility**

I have read the academic expectations and understand that I must meet the minimum eligibility requirements in order to participate in the end-of-year activities. I must complete all classwork, assessments, and maintain appropriate progress as documented on my progress reports and 2nd trimester report card.

### **Behavior Eligibility**

I have read the behavior expectations and understand that I must meet the minimum eligibility requirements in order to participate in the end-of-year activities. I understand that my failure to comply with CMS Core Values and/or policies can result in my removal from trip participation.

I \_\_\_\_\_ (your name), the parent/guardian of \_\_\_\_\_

(scholar's name), have read and understood all of the conditions outlined above. I further understand that by signing this form I am committing my scholar to the 2022 Collins Middle School class trip to New York City. I am responsible for payment in full if my scholar withdraws from this trip or is removed for behavioral/academic/attendance concerns. There will be no reimbursement for payments made.

Signed Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_





# Collins Middle School

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**Lisa Golden**  
*Director of Operations and School Culture*

## RESERVATION/DEPOSIT FORM

*Please sign and return this form by December 20, 2021.*

STUDENT NAME: \_\_\_\_\_ HOMEROOM: \_\_\_\_\_

- + My student is interested in attending this trip. My **\$100 Deposit** is enclosed (Checks payable to Collins Middle School).
  
- + My student is interested in attending this trip. I have enclosed a partial deposit amount of \$\_\_\_\_\_ and am requesting financial assistance to cover the balance.
  
- + My student is interested in attending this trip. I am requesting a full scholarship for the initial deposit.
  
- + My student is interested in attending this trip. My **\$100 Deposit** is enclosed and I would like to provide an extra tax-deductible donation in the amount of \$\_\_\_\_\_ to the trip fund for a student who is requesting financial assistance.
  
- + My student is not interested in attending this trip because

\_\_\_\_\_

\_\_\_\_\_



## **COVID-19 SAFETY PROTOCOLS**

*New York City universally requires proof of Covid-19 Vaccination in order to visit all indoor attractions & restaurants. Additionally, the Salem Public Schools School Committee requires proof of Covid-19 Vaccination in order to participate in overnight field trips.*

*Students who do not meet this requirement will not be eligible to participate in this trip.*

**All trip participants will be required to wear a face covering at all times when indoors (except for when eating, drinking, or inside their hotel rooms).**

**Collins Middle School has partnered with the travel company New England Coach Tours to provide the maximum amount of travel flexibility. In the event that public health concerns create a situation where we need to cancel the trip, families will be issued refunds for all monies paid (excluding fundraising).**



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**MEMORANDUM**

To: Salem School Committee

From: Mary C. DeLai

Date: February 7, 2022

Re: FY22 Budget Transfer Request

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—

The Special Education Department requests the following transfer be made from Special Education Transportation to In-District Special Education Transportation to reclass in-district special education transportation vendor expenses.

Account Description/Use	Account Number	Amount From	Amount To
Special Education Transportation	13640181-5332	\$175,695.00	
In-District Special Education Transportation	13640181-5333		\$175,695.00

I recommend approval of the transfer.

