

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



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

Acting Mayor Robert McCarthy, 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: March 30, 2023

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the Salem School Committee will hold a **Regular School Committee meeting on April 3, 2023 at 7:00p.m.** This meeting will take place in person at 29 Highland Ave., Rm. 227, Salem, MA. You can also join via Zoom using the link below.

Zoom Link to participate:

<https://us06web.zoom.us/j/88341560834?pwd=YWZ4MFJ6NWRvZHozaVNPV0NyTkRYdz09>

Passcode: 632604


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/vgJWuQZ6pj1UGn2v5>. 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 Krista Perry at kperry@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 Regular SC meeting held on March 20, 2023
- B. Approval of Warrants: 3/23/2023 - \$579,652.45; 3/30/2023 - \$594,597.74

IV. Public Comment

See above instructions for participating in public comment.

V. Student Showcase - Witchcraft Heights Elementary School

VI. Superintendent's Report

- a. Presentation on School Choice Participation for SY 23-24
- b. Recommendation for the Executive Director of Special Education Position
- c. Presentation on Arbor Day Tree Planting

VII. Student Representative Report

VIII. Action Items: Old Business

IX. Action Items: New Business

- a. Deliberation and vote on approval to reduce the 4 hr. minimum rental fees to 2 hrs. for men's amateur soccer league
- b. Deliberation and vote on approval for the Executive Director of Special Education Position
- c. Vote to support the superintendent's recommendation for school choice participation

X. Finance & Operations Report

XI. Subcommittee Reports

- a. Policies for second reading:
Policy 1700 - School Parent Associations - no substantial changes
Policy 1701 - Parent Involvement - for deletion
- b. Policies for third reading:
Policy 5602 - Hall of Fame
Policy 1507.01 - Public Complaints
Policy 1507.02 - Public Complaints - for deletion
Policy 1507.03 - Public Complaints - for deletion
Policy 1505 - Parent Information Center - for deletion

XII. School Committee Concerns and Resolutions

XIII. Move to enter executive session NOT to return to open session

3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares

XIV. Adjournment

Respectfully submitted by,

Krista Perry

Executive Assistant to the School Committee & 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*

Alcalde en funciones Robert McCarthy, 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 30 de marzo de 2023

REUNIÓN REGULAR DEL COMITÉ ESCOLAR

Por la presente se notifica que el Comité Escolar de Salem celebrará una **reunión regular del Comité Escolar el 3 de abril de 2023 a las 7:00 p.m.** Esta reunión se llevará a cabo en persona en **29 Highland Ave., Rm. 227, Salem, MA.** También puede unirse a través de Zoom utilizando el enlace a continuación.

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

<https://us06web.zoom.us/j/88341560834?pwd=YWZ4MFJ6NWRvZHozaVNPV0NyTkRYdz09>

Contraseña: [632604](#)


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/vgJWuQZ6pi1UGn2v5> 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 Krista Perry en kperry@salemk12.org o en el 617-285-7567 si tiene alguna pregunta o para informar de cualquier dificultad técnica que experimente.

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



***Sra. Beth Anne Cornell
Sr. Manny Cruz
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Alcalde en funciones Robert McCarthy, Preside

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II. Aprobación de la Agenda

III. Aprobación de la Agenda Consensuada

A. Aprobación del acta de la reunión regular del Comité de Vigilancia celebrada el 20 de marzo de 2023.

B. Aprobación de las órdenes de pago: **23-mar-2023** - \$579,652.45; **30-mar-2023** - \$594,597.74

IV. Comentario Público

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

V. Exhibición de estudiantes- Escuela Primaria Witchcraft Heights

VI. Reporte del Superintendente

- a. Presentación sobre la Participación en la Elección de Escuela para año escolar 23-24
- b. Recomendación para el puesto de Director Ejecutivo de Educación Especial
- c. Presentación sobre la plantación de árboles en el Día del Árbol

VII. Reporte de la Estudiante Representativa

VIII. Elementos de Acción: Asuntos Antiguos

IX. Elementos de Acción: Asuntos Nuevos

- a. Deliberación y votación sobre la aprobación de reducir el alquiler mínimo de 4 horas a 2 horas para la liga de fútbol amateur masculino
- b. Deliberación y votación sobre la aprobación para el puesto de Director Ejecutivo de Educación Especial
- c. Votación para apoyar la recomendación del superintendente para la participación en la elección de escuela

X. Reporte de Finanzas y Operaciones

XI. Reportes de los Subcomités

- a. Políticas para la segunda lectura:
Política 1700 - Asociaciones escolares de padres - sin cambios sustanciales
Política 1701 - Participación de los padres - para su eliminación
- b. Políticas para tercera lectura:

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



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

Alcalde en funciones Robert McCarthy, Preside

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Política 5602 - Salón de la Fama
Política 1507.01 - Quejas del público
Política 1507.02 - Denuncias públicas - para su eliminación
Política 1507.03 - Quejas del público - para su eliminación
Política 1505 - Centro de información para padres - para su eliminación

XII. Inquietudes y Resoluciones del Comité Escolar

XIII. Moción para entrar en sesión ejecutiva NO para volver a sesión abierta

3. Discutir estrategias con respecto a negociaciones colectivas o litigios si una reunión abierta puede tener un efecto perjudicial en la posición negociadora o litigante del organismo público y el presidente así lo declara.

XIV. Clausura

Sometido respetuosamente por,

Krista Perry

Asistente Ejecutiva del Comité Escolar y del Superintendente

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

DRAFT
Salem Public Schools
Salem School Committee
Meeting Minutes
March 20, 2023

On March 20, 2023 the Salem School Committee held its regular School Committee meeting at 7:00 PM using a hybrid model.

Members Present: Acting Mayor Robert McCarthy, Ms. Mary Manning, Mr. James Fleming, Ms. Amanda Campbell, Ms. Beth Anne Cornell, Dr. Kristin Pangallo, Mr. Manny Cruz

Others in Attendance: Superintendent Stephen Zrike, Deputy Superintendent Kate Carbone, Assistant Superintendent Elizabeth Pauley, Ms. Ellen Wingard, Marc LeBlanc, Linda Farinelli

Call of Meeting to Order

Acting Mayor Robert McCarthy calls the meeting to order at 7:06pm and requests a call of attendance. He explained the Public Participation Policy 6409 and also explained the availability of Spanish interpretation.

Attendance

Acting Mayor Robert McCarthy recognizes the attendance with members absent and joining virtually.

| | |
|------------------------------|--|
| Ms. Campbell | Not Present |
| Ms. Cornell | Present |
| Mr. Cruz | Present virtually (Mr. Cruz arrives in person at 7:26pm) |
| Mr. Fleming | Present |
| Ms. Manning | Present |
| Dr. Pangallo | Present |
| Acting Mayor Robert McCarthy | Present |

6 members present, 1 member absent

Approval of Agenda

Acting Mayor Robert McCarthy requested a motion to approve the Consent Agenda. Mr. Fleming motioned and Ms. Cornell seconded. A roll call vote was taken.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Approval of Consent Agenda

Acting Mayor Robert McCarthy requested a motion to approve the Consent Agenda. Ms. Manning requests that the School Committee members vote for each consent agenda item separately. Mr. Fleming motioned and Ms. Cornell seconded. A roll call vote was taken.

A. Approval of minutes of Regular SC meeting held on March 6, 2023

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

B. Approval of Warrants: **3/9/2023 - \$206,045.33; 3/16/2023 - \$365,236.54**

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

C. Approval of Salem High School JROTC field trip to the Newport Naval Station in Newport, R.I. from 6/26/23 to 6/30/23

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | No |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

5 affirmative, 1 negative

D. Approval of Salem High School field trip to Washington, DC from 5/22/23 to 5/23/23

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Public Comment

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

Mr. Fleming announces as of April 1, 2023 he is intending to resign from the Salem Public Schools School Committee. Mr. Fleming thanks the community for their support over the years and notes it has been a privilege to serve and he will not forget the public for their help through the years.

Student Showcase - Salem High School

Principal Glenn Burns begins a presentation speaking on the computer science program at Salem High School. Mr. Burns notes beginning Fall 2023, Salem High School will offer computer science principles and computer science A courses.

Mr. Mario Sousa notes the expanding computer science program. Salem Public Schools is participating in the CS for All initiative. Current CS faculty are exploring curriculum options, including a curriculum review process for CompTIA Spark - a new 501(C) 3 from Comp TIA. Additionally, there is a robotic club which will demonstrate real-world applications of Computer Science in a tangible way. Mr. Sousa speaks on Esports which provides a unique after-school experience for students who may not participate in other sports or activities.

Mr. Cruz notes the growth of the CTE program and the interest from the students. Mr. Cruz asks for an update on how many students are waiting to get into the CTE programs.

Mr. Sousa notes there are only two students on the waiting list for the CTE programs.

Mr. Sousa mentions the Computer Science for all grant is a focus to break down the gender barriers in computer science.

Superintendent's Report - Update on SPS translation and interpretation services

Ms. Alexandra Fortich begins her presentation with updates from the translation and interpretation services department in the district. The vision is to engage families as partners by providing language access. Three areas to achieve this vision are the Salem Language Access system, advanced language access skills, and encouraging a language access culture in schools and engaging families. The language service request system is a set of forms to request translations and/or interpretation services. Special education and Collins Middle School does have the most requests for interpretation services. The bilingual staff and bilingual stipend. This was by far one of the best-targeted trainings. 3.6% of language services requests have been completed by bilingual certified staff. Family engagement update is as follows: 330 translation requests, 632 contacts with families in their preferred language, and 302 interpretation requests. Ms. Fortich notes the main goal is to develop a language access plan for the district that can be implemented consistently in all of our schools. The purpose of a language access plan ensures meaningful and consistent access to SPS services. This plan will outline the tasks and actions SPS will undertake to provide access for limited English proficient individuals.

Mr. Cruz asks Mr. McCarthy regarding language access on the city side and thinking about language interpretation with fidelity.

Mr. McCarthy notes on the city side there is no Spanish interpretation available during City Council meetings however we are looking to explore hiring bilingual staff at the service desk.

Ms. Manning asks Ms. Fortich about the IEP meetings and if teachers are utilizing this to call students homes with an interpreter?

Ms. Fortich confirms teachers can connect with an interpreter over the phone or by submitting a form to have an interpreter in person. This service is available 24/7.

Student Representative Report - Dr. Zrike met with the Student Advisory board and they would like to come down to the middle school to establish a time to meet with the 8th graders to speak with students about the transition from middle school to high school.

Old Business

none

New Business

Deliberation & vote on approval of the SY23-24 Bentley Academy Innovation School calendar (proposing to follow the SPS majority calendar)

Mr. Fleming moves to approve and seconded by Mr. Cruz. A roll call vote was taken.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Deliberation and vote on approval of Salem Public Schools' donation of surplus Eureka math materials to the Northshore Education Consortium.

Mr. Fleming moves to approve and seconded by Ms. Manning. A roll call vote was taken.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Finance Report

none

Subcommittee Reports

a. Policies for first reading:

Policy **1700** - School Parent Associations - no substantial changes - Ms. Cornell makes a note that this policy is not a first read - this policy only has no substantial changes. No motion required due to no substantial changes to Policy 1700.

Policy **1701** - Parent Involvement - for deletion . Ms. Cornell motions and Mr. Cruz seconded. Ms. Cornell notes this is just a philosophy not an actual policy.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Policy **5103** - Controlled Choice Student Assignment - Ms. Cornell would like to take Policy 5103 off the table due to some outdated language. This will need to be tabled and revisited as a Policy subcommittee. No motion required at this time.

b. Policies for second reading:

Policy **5602** - Hall of Fame. Motion made by Ms. Cornell and seconded by Mr. Cruz.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Policy **1507.01** - Public Complaints. Motion made by Ms. Cornell and seconded by Mr. Cruz.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Policy **1507.02** - Public Complaints - for deletion. Motion made by Ms. Cornell and seconded by Mr. Cruz.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |

Motion carries 6-0

Policy **1507.03** - Public Complaints - for deletion. Motion made by Ms. Cornell and seconded by Mr. Cruz.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |
| Motion carries 6-0 | |

Policy **1505** - Parent Information Center - for deletion - Motion made by Ms. Cornell and seconded by Mr. Cruz.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |
| Motion carries 6-0 | |

School Committee Concerns and Resolutions

Mr. Cruz wanted to thank Mr. Fleming for informing the committee of his resignation and expressing his thanks for his service to the city and well wishes to him.

Mr. Fleming motions to move to enter executive session NOT to return to open session to discuss strategy with respect to collective bargaining.

3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair declares. Mr. Cruz seconded. A roll call vote was taken.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |
| Motion carries 6-0 | |

Adjournment

Acting Mayor Robert McCarthy requested a motion to adjourn. Mr. Fleming motioned and Ms. Cornell seconded. A roll call vote was taken.

| | |
|------------------------------|-----|
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Mr. Fleming | Yes |
| Ms. Manning | Yes |
| Dr. Pangallo | Yes |
| Acting Mayor Robert McCarthy | Yes |
| Motion carries 6-0 | |

Motion carries 6-0. Meeting adjourned at 8:46pm.

Respectfully submitted by,

Krista Perry

Executive Administrative Assistant to the School Committee & Superintendent

Witchcraft Heights Student Voice Project



Our Fourteen Brothers of WHES Student Voice



Jayden, Kenny, Alvin, Kyler, Jhariel, Yariel, Ericksander, Noah, JJ
Peter, Joseph, Josh, Jamo, Ryan

u canst be false to any thing. ws

The Rose that grew from Concrete



Did you hear about the **Rose** that
grew from a crack in the concrete?

Proving nature's law is wrong it
learned to walk without having feet.

Funny it seems but by keeping its dreams
it learned to breathe fresh air.



Long live that **Rose** that grew from
concrete when no one else ever cared.

Tupac Shakur

Building Relationships = Building Trust

- Restorative Justice Circles
- Personal stories
- Journals (think, write, share)
- Contract of expectations
- Collaborate to agree on a topic
- A lot of organized chaotic discussions and...
- Snacks!



Why do school shootings happen?



“What type of person does this?”

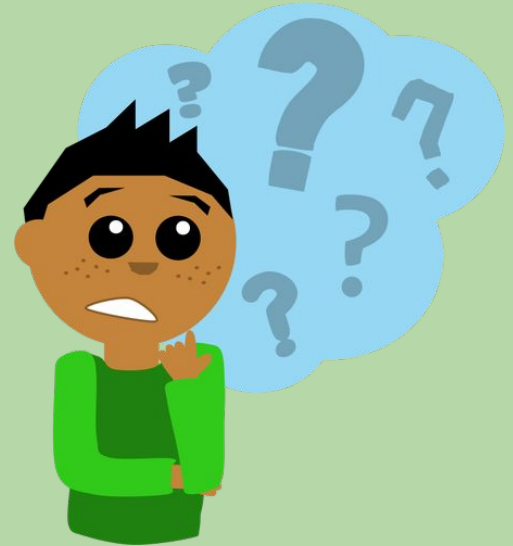
“I have fears that it could happen here.”

“Has it ever happened in this school.”

“I’m afraid it could.”

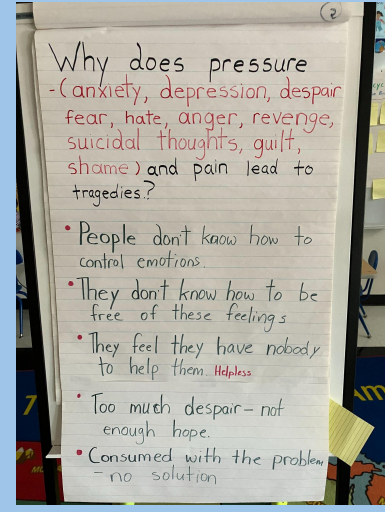
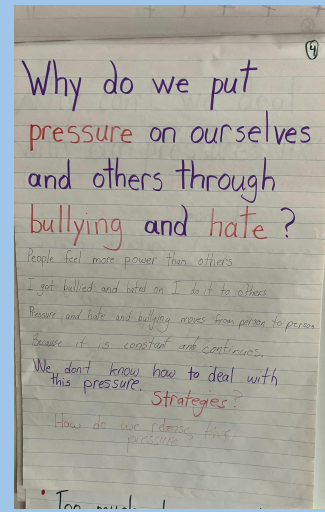
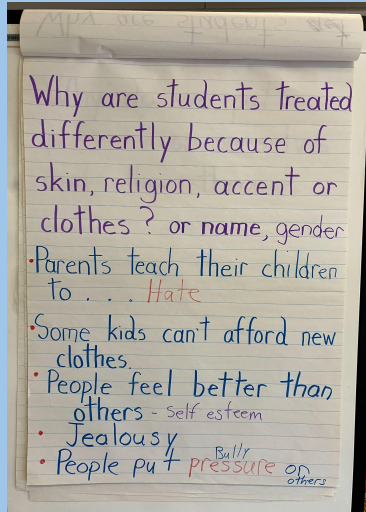
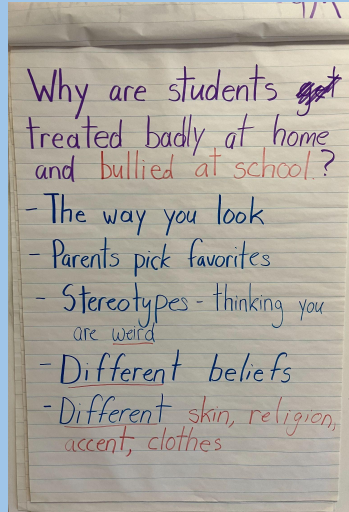
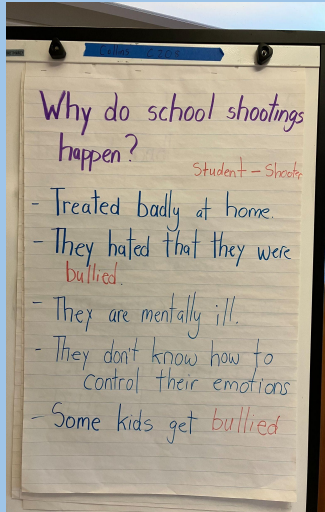
“I think about it.”

“What can we do to prevent that?”



The "5-Why Protocol"

The "5 Why Protocol" has brought us through a progression of discussion, sharing ideas, opinions, and our beliefs from "Why do School Shootings Occur" all the way to "Why does pressure lead to tragedies? We have uncovered components of our lives that we did not plan to discuss. This opportunity has given us insight into some "Root Causes".



Next steps...

- Distributed a survey to grades 4 and 5 students.
- Reviewed and discussed the NPR article, *School Shooters: Understanding their path to violence is key to prevention.* (Chatterjee, 2022)

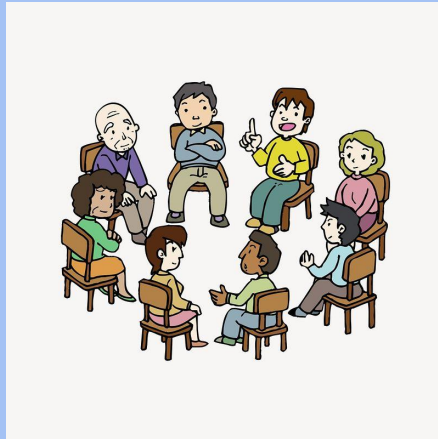
“Sometimes it’s because it’s how they were treated such as getting bullied and some other things. Most of the time it’s because they can’t get friends or they have been getting picked on. Or most of the time they don’t know what they’re doing, sadness, anger and struggle. Students feel alone most of the time.”

~Student Voice Brother

Where do we go from here?

It is our hope that through this Student Voice project we have provided students with an inclusionary platform to express their thoughts and feelings about some very difficult topics.

We hope to continue these conversations and discoveries to give students the equity and voice they deserve.





MEMORANDUM

To: Salem School Committee
From: Steve Zrike, Superintendent
Date: March 31, 2023
Re: Salem's Participation in MA's Inter-District School Choice Program for 2023-24

Under the school choice law, G.L. c.76, § 12B, all school districts in Massachusetts are presumed to participate in and to admit non-resident students through school choice. [See G.L. c. 76, § 12B\(d\)](#) "). A few key aspects of the law:

- A receiving district can withdraw from school choice only if a School Committee holds a public hearing on this issue and then votes to withdraw from the school choice program prior to June 1st. [G.L. c. 76, § 12B\(d\)](#).
- A School Committee that intends to continue participating in school choice is not required to hold a hearing or to vote because G.L. c. 76, § 12B, contains a presumption that all school districts will participate in school choice.
- As you know, for the last two years, the Salem School Committee decided to open school choice to all grades (not just high school).

For next year, the recommendation is to continue Salem's participation in the Inter-district School Choice program.

Incoming Grades 9-12, Salem High School

- Allow up to 15 students to enter at each grade level (up to 15 at the 9th grade, 15 at the 10th grade, 15 at 11th grade, and 15 at 12th grade). *Note: This does not include Salem Prep High School unless a student who chooses into another high school is placed there based on their IEP.*

Incoming Grades 9-12, New Liberty Innovation School

- Allow up to 5 students to enter at any grade level

Incoming Grades 1-8

- Allow up to 10 students to enter at each grade level (up to 10 at the 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, and 8th grades).

Conditions for Participation:

1. A school choice application is required for each student applying and must be received by the deadline in order to be considered in the priority round lottery. **Applications must be received by June 15, 2023 in order to qualify for the priority round lottery.** Notification of acceptance, rejection or waitlist status will be sent to priority round lottery applicants by July 1, 2023. Those applying after the priority round deadline will be considered on a first come, first serve basis, based on availability, or placed accordingly at the end of that grade's waitlist. Applications for school choice will close for the school year on November 1, 2023. School choice applications received after November 1, 2023 will not be considered for the 2023/2024 school year school choice program.
2. The number of available spaces per grade level does not guarantee placement within a specific school. Once accepted in a specific grade level, the criteria of the district's student assignment policy will be used to assign students to specific schools.





SALEM PUBLIC SCHOOLS

Where belonging leads to opportunity.

3. Resident students shall be given priority for all placements based on the district's choice-based student assignment policy.
4. Applications from siblings of non-resident choice students already enrolled in Salem Public Schools (via the Inter-District school choice program) and who will remain in the school choice program during that school year will, by law, receive priority in placement. Such students will be accepted first, **IF** space is available in the grade they are seeking.
5. Should the number of applications exceed the number of vacancies after the placement of siblings, the remaining vacancies will be filled by a random drawing. All applicants not accepted through the random drawing will be randomly selected and placed, in the order of their selection, on a waitlist.
6. Students currently receiving special education services will be required to provide a current proposed and last-accepted IEP prior to the enrollment process for IEP planning and implementation purposes. However, an applicant is not required to provide an IEP or disclose disability status to Salem Schools during the application process. Salem Schools do not consider whether students have a disability or the nature of their disabilities in determining whether to admit them under school choice, and similarly do not rescind any offers of admission on the basis of a student's disability or disability-related needs.
7. The District may not deny an application for School Choice based on a record of a serious discipline problem within the non-resident district (see [April 2019 DESE Advisory](#)). If an application indicates the student has been suspended or expelled, the District may proceed with its own disciplinary process once the student begins attending the Salem Public Schools.
8. Transportation is not available for School Choice students through the Salem Public Schools. Therefore, it is the responsibility of the parents/guardians to provide daily roundtrip transportation and to ensure students arrive at school every day on time and are promptly picked-up after school. In special circumstances, the district may opt to provide transportation in cases where student attendance is a serious concern.
9. School Choice students may fully participate in all school activities including after school programming and are subject to the same rules, and guidelines as resident students.
10. Former residents of the Salem Public Schools who move out of the District but wish to have their children remain as students in Salem Schools do not have a unique claim to the seats their children vacated and must apply for School Choice as any other non-resident, except as provided in School Committee Policy 5102.01, which allows a student to continue attendance in Salem Public Schools under two circumstances outside of school choice: 1) with principal permission in consultation with the superintendent, to continue attendance for purposes of completing the school year, provided that the period of time since the relinquishment of residence and the end of the school year does not exceed three (3) calendar months (note: in situations of hardship, a family may appeal to the superintendent to waive this condition); or 2) a student who has continuously attended a Salem elementary or K-8 school for three (3) continuous school years or a middle or high school for two (2) continuous years may complete his or her schooling to the highest grade level offered at the respective elementary, middle, or high school, regardless of the residence of his or her parents. Students who do not qualify for the above exceptions may seek to remain in the district via the inter-district school choice program, should Salem participate in the program in the relevant year.



School Choice Data (22-23):

| School | Gr. 1 | Gr. 2 | Gr. 3 | Gr. 4 | Gr. 5 | Gr. 6 | Gr. 7 | Gr. 8 | Gr. 9 | Gr. 10 | Gr. 11 | Gr. 12 |
|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Bates (1) | | | | 1 | | | | | | | | |
| Bentley (1) | | | | 1 | | | | | | | | |
| Carlton (3) | | | 1 | 2 | | | | | | | | |
| ECC | | | | | | | | | | | | |
| HLMS (1) | 1 | | | | | | | | | | | |
| Salts (5) | | | 2 | 1 | | 2 | | | | | | |
| WHES (7) | 3 | 2 | | 1 | 1 | | | | | | | |
| Collins (5) | | | | | | 1 | 3 | 1 | | | | |
| SHS (22) | | | | | | | | | | 6 | 5 | 11 |
| NLIS (7) | | | | | | | | | 1 | | 2 | 4 |
| Salem Prep | | | | | | | | | | | | |
| | 3 | 6 | 2 | 2 | 3 | 4 | 2 | 1 | 4 | 4 | 5 | 4 |


Current Total = 52 Students

- We have a total of 52 school choice students who are registered in the Salem Public Schools. We are expected to receive \$510,838 of school choice revenue in FY24.
- Annual School Choice Enrollment:
 - During the 22-23 school year we accepted 9 choice students (grades 1-12)
 - During the 21-22 school year we accepted 40 choice students (grades 1-12).
 - During the 20-21 school year we accepted 21 choice students (high school only).
 - During the 19-20 school year we accepted 21 choice students (high school only).
 - During the 18-19 school year we accepted 14 choice students (high school only).



Celebrating Arbor Day at Collins Middle School

With the Massachusetts Department of Conservation and Recreation
And the
Salem Tree Commission



What is Arbor Day?

Here's a hint...

Arbor means Tree in Latin!



Arbor Day is a Day to Celebrate, Appreciate, and Plant Trees!

- First celebrated in Nebraska on April 10th, 1872.
 - **One Million** trees planted on the first Arbor Day celebration!
- Since 1882, schools have celebrated Arbor Day by planting trees on school grounds.
 - **Which is why we are here today!**



Why are We Planting Trees?

Trees benefit our community, environment, and us by:

- Providing shade, cooling our city through evaporation and transpiration
- Providing habitats for local wildlife
- Slowing stormwater runoff and erosion
- Providing privacy in neighborhoods
- Making our cities more beautiful!

The City of Salem is trying to increase the number of trees through the Greening the Gateway Cities Program (534 new trees so far!) and Salem Tree Commission's educational programs to make our city greener and healthier!



You're at the Salem Common on a Hot Summer's Day...

Where would you go to take a break from the heat?

You'd probably want to sit in the shade from the trees!



Which is Why...

Five trees will be planted along the parking lot at the Broad St. playground.

- Trees will provide shade, reducing temperature in the parking lot
- Increase green space
- Make the area more beautiful

and...

You get to watch the trees grow over time!



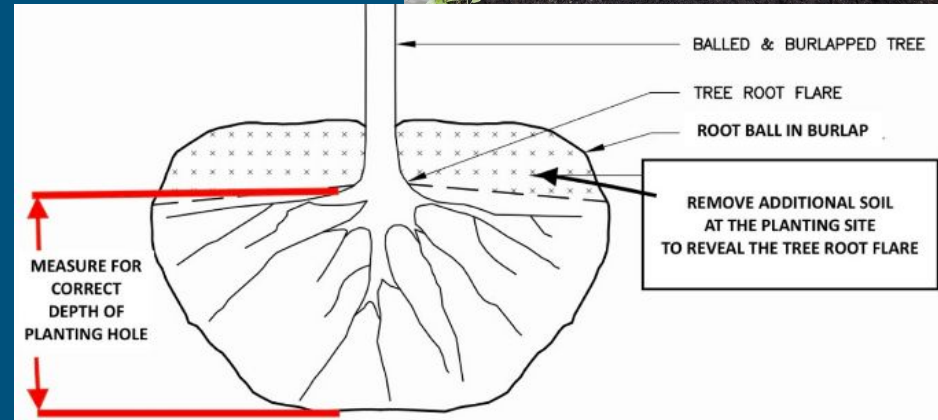
How Do You Plant a Tree?

It is important to plant a tree **correctly** in order to keep it **healthy** and **alive**!

- Expose the root flare
- Measure the tree, dig a hole to fit!
- Place the tree in the hole
- Cover with dirt
- Do not cover the root flare!
- Add mulch to the tree, leaving space around the stem

And then...

- Water the tree!
 - Trees need **5 gallons** of water twice a week for up to **two years**!



Happy Arbor Day 6th Graders!

Now it's time to see how trees are planted outside, at your own school!





Collins School Parking Lot at the Broad St. Playground

Five full form Native shade trees in the grass area, East of parking lot

5 large native shade trees to cool the air and support native bio-diversity. These species are known to survive in tough urban areas with tough growing conditions.



| Species | Common | Notes |
|--------------------------------|-----------|----------------------------|
| <i>Tilia americana</i> | Basswood | center of row |
| <i>Celtis occidentalis</i> | Hackberry | Left and right of Basswood |
| <i>Liquidambar styraciflua</i> | Sweetgum | Ends |

SALEM

FREE TREES



Call/Llamar
617-626-1502

Or

Visit/Visita
Maurban canopy.org

Did you know?

Cool the Planet

Trees counter global warming by absorbing carbon dioxide from the air.

Reduce Noise

Tree-lined streets reduce noise pollution by absorbing sounds and slowing down traffic.

Improve Life

Trees beautify neighborhoods and reduce crime.

Save Money

Shade trees in neighborhood can cut summer cooling costs by 30-40%.

¿Sabias?

Enfrían el Planeta

Los árboles contrarrestan el calentamiento global porque absorben dióxido de carbono del aire.

Reducen el Nivel de Ruido

Las calles arboladas reducen la contaminación sonora al absorber los sonidos y ralentizan el tráfico.

Mejoran la Vida

Los árboles embellecen los vecindarios y reducen la tasa de delincuencia.

Ahorran Dinero

La sombra de los árboles en su vecindario puede reducir el costo refrigeración del verano en 30 o 40%.



GREENING
THE GATEWAY CITIES
MA Urban Canopy Project

FREE TREES!

Sign up now for a free tree, saving you in energy costs!

¡ÁRBORES GRATIS!

Regístrese ahora para obtener un árbol gratis, ¡ahorrándole en costos de energía!



ACT NOW!

It's easy and free!

¡ACTUE YA!

¡Es fácil y gratis!

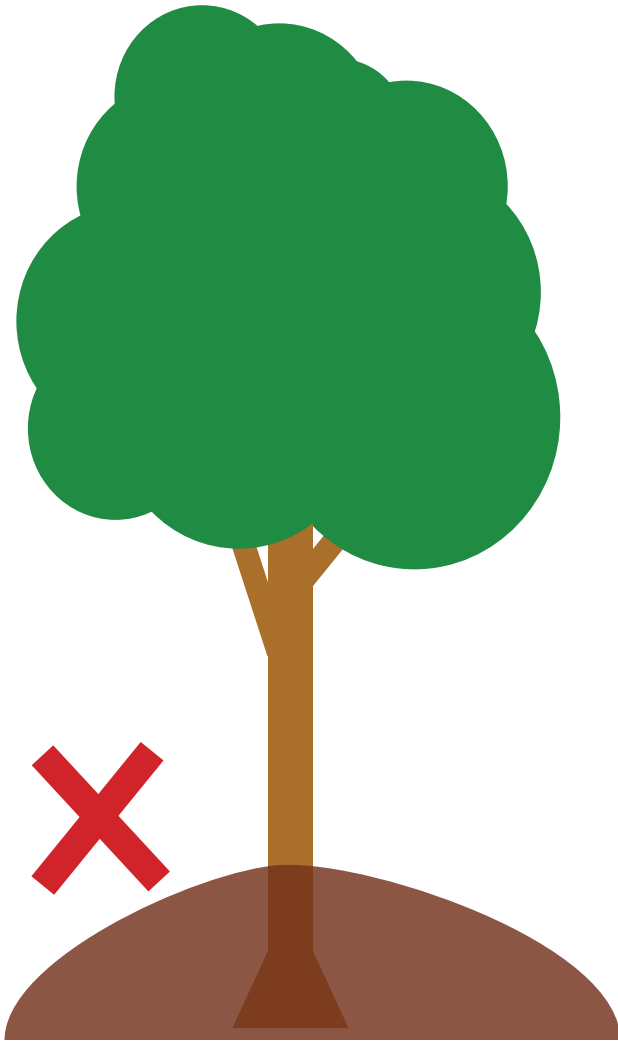
**Want a tree planted in your yard for free?
¿Quiere plantar un árbol en su jardín gratis?**

Call/Llame: 617-626-1502

Or Visit/Visita: maurbancanopy.org

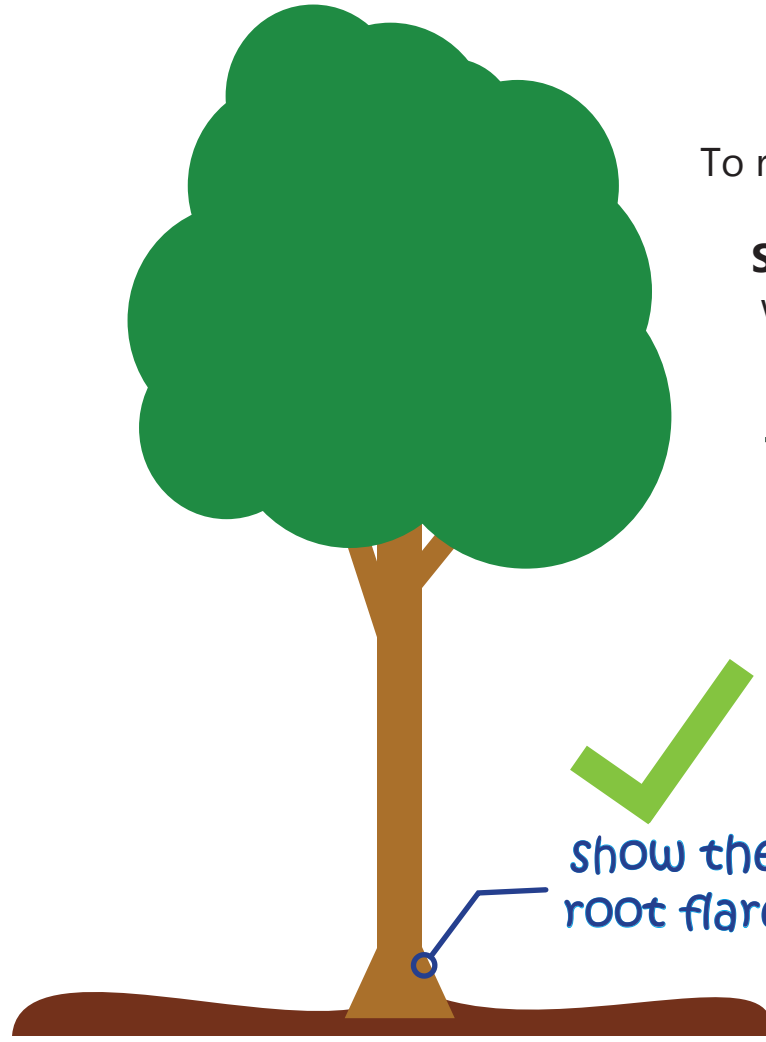


Don't Mulch Your Trees to Death This Spring!



Too Much Mulch

- Rots the Bark
- Strangles Trees



Just Right Mulch

- Protects Roots
- Lets Trees Breathe

FREE TREE!

To request a tree or learn more about tree care, visit:

Salem Tree Commission

www.salemma.gov/tree-commission

Touch the Future
Plant a Tree



Tree City USA

THE SALEM PUBLIC SCHOOLS

Request for Use of School Facilities

FACILITY/SCHOOL: Bertram Field **DATE:** 3/21/2023
EVENT DATE: 4/8, 5/6, 6/3, 17 **RENTAL TIMES:** 8AM - 10AM
PERFORMANCE TIME: 8AM - 10AM **HEAT REQUIRED** **A/C REQUIRED**
PROGRAM DESCRIPTION: Men's Amateur Soccer League
APPROXIMATE AUDIENCE SIZE: 525 **ADMISSION CHARGE:** N/A
SUBMITTED BY: Joao Correia + Tiago Briceleiro **(Contact Person)**
TELEPHONE: 978-587-5566 + 978-345-7639 **(Day / Evening)**
REPRESENTING: North Shore Football Club (NSFC) **(Agency / Group)**
ADDRESS: 1 Livingston Drive
CITY: Peabody **STATE:** MA **ZIP CODE:** 01960
EMAIL: j.correia4715@gmail.com **CELL PHONE NO.:** _____

EQUIPMENT OR SPECIAL NEEDS REQUIRED

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

Soccer Net w/ netting

| <u>FACILITY FEE</u> | | <u>CUSTODIAL FEE</u> | | <u>TOTAL AMOUNT DUE</u> | |
|-------------------------------|-----------|-------------------------------------|-----------|-------------------------------|-----------|
| Base Charge (4 hours minimum) | \$ | Number of Custodians Required: | | Total Rental Facility Fee: | \$ |
| Additional Hourly Fee \$30.00 | \$ 30.00 | Hourly Overtime Rate Per Custodian: | \$47.65 | Total Custodial Overtime Fee: | \$ |
| Additional Hours Required: | x | Total Hours Worked: | x | Deposit Received: | \$ |
| Total Rental Fee: | \$ | Total Custodial Fee: | \$ | Total Amount Due: | \$ |

Salem Public Schools will not charge a facility fee to non-profit 501-C3 organizations; however, all external groups including non-profit organizations, will be responsible for paying the custodial overtime fees. All fundraisers will also be responsible for custodial overtime fees.

Please send payment check made payable to: **"Salem School Department Facility Rental"**

Building Services Department, 77 Willson Street, Salem, MA 01970

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

I affirm that the group I represent will abide by the letter and spirit of the Rules and Regulations Governing the Use of School Facilities including all vehicle parking and traffic regulations at each facility.

Signature of Applicant: _____
 Approval of Building Principal: _____
 Approval of Building Services: _____
 Cc: Sr. Building Custodian: _____
 Originator: _____

Date: 3/21/2023
 Date: _____
 Date: _____
 Date: _____
 Date: _____

Please email request form to Mr. Zissis Alepakis, Director of Building Services at: zalepakis@salemk12.org.

1. SCHOOL COMMITTEE POLICY ON THE USE OF SCHOOL FACILITIES BY NON-SCHOOL GROUPS

All applications for the use of school facilities must be filed (10) days prior to the event at the Building Services Office, Salem High School, 77 Willson Street, Salem, MA 01970. Telephone: 978-740-1143.

It is the policy of the Salem School Committee to encourage the use of School Department property by Salem community groups for worthwhile purposes, when such uses do not conflict or interfere with school programs or with the activities of school sponsored organizations.

Fees are assessed to groups using school facilities to substantially meet the related custodial, utility, and maintenance costs. Every effort is made by the school department to keep costs as low as possible.

Use of school facilities shall be limited to public gatherings which promote the general welfare. The School Committee is the final authority and judge as to whether the activity promotes the general welfare or is harmful to property.

The committee reserves the right to reject any or all requests for the use of school property.

2. FEES

User rental fees are comprised of the following:

1. Custodial Fee
2. Facility Rental Fee
3. Other fees as may be required

2.1 CUSTODIAL FEES

The number of custodians required at each event shall be determined by the granting authority.

Custodial fees are charged at a rate of 1.8 times the average current hourly custodial rate in accordance with the wage provisions of the current working agreement between the Salem School Committee and AFSCME Local Union 294.

| | | |
|-------------|-----------|---------|
| School Year | 2019/2020 | \$46.48 |
| School Year | 2020/2021 | \$47.65 |

2.2 FACILITY FEES

All school facility rental fees are per day (4 hours) minimum. Additional hours are charged at \$30.00 per hour.

Bertram Field facility rental fees are per day (4 hours) minimum. Additional hours are charged at \$75.00 per hour.

Bertram Field stadium lighting usage fee is an additional \$75.00 per hour for each hour of the facility rental period.

| SALEM HIGH SCHOOL | BASE | COLLINS MIDDLE SCHOOL | BASE | ELEMENTARY SCHOOLS | BASE |
|---|---------------|-----------------------|-------|---|-------|
| Auditorium | \$450 | Auditorium | \$225 | Gymnasiums at: | |
| ½ Auditorium | \$225 | Gymnasium | \$225 | Bates, Bentley, Carlton, Saltonstall | \$225 |
| Field House | \$500 | Cafeteria | \$125 | Gymnasiums at: Horace Mann, Witchcraft | \$275 |
| Gymnasium | \$225 | | | | |
| Cafeteria | \$225 | | | Cafeteriums at: | |
| Library/IMC | \$100 | | | Bates, Carlton, Horace Mann, Witchcraft | \$275 |
| Classroom | \$50 | | | Cafeterium at Bentley | \$150 |
| | | | | Cafeteria at Saltonstall | \$100 |
| BERTRAM FIELD FACILITY USAGE FEES: | | | | Auditorium at Saltonstall | \$225 |
| Base Fee (4 Hours) | \$500 | | | IMC/Library | \$150 |
| Additional Hour | \$75 Per Hour | | | Computer Lab | \$150 |
| Stadium Lighting | \$75 Per Hour | | | | |

2.3 OTHER FEES

As directed by the School Committee, a number of cafeteria workers, police officers and other personnel may be required. A school department administrator shall be required at all events which utilize multiple areas within a facility and are expected to have large or multiple groups or audiences. This individual will be responsible for insuring full compliance with all School Committee facility rental policies and guidelines and building security. The administrative fee will be paid by the agency utilizing the facility. The fee will be charged at the current administrator's salary on a per hour basis.

2.3.1 CAFETERIA WORKERS

The number of cafeteria workers required at each event shall be determined by the Director of Food Services.

Cafeteria worker fees shall be charged at a rate of 1.8 times the average current hourly pay rate in accordance with the wage provisions of the current working agreement between the Salem School Committee and AFSCME Local Union 294.

2.3.2 SPECIAL LIGHTING/AUDIO PERSONNEL

Use of any lighting (other than the house lights such as stage lighting or special lighting) and/or the use of audio equipment shall require the hiring of a qualified operator as determined by the School Committee.

Operator fees are charged at a rate of \$8.00 per hour with a minimum of (3) hours.

2.3.3 EQUIPMENT USE

| HIGH SCHOOL | EACH |
|--------------------------|---------|
| GRAND PIANO | \$25.00 |
| OTHER MUSICAL INSTRUMENT | \$ 5.00 |
| PORTABLE STAGE PLATFORMS | \$10.00 |
| CHORAL RISERS | \$10.00 |

2.3.4 POLICE OFFICERS

All activities not listed in section 2.4, with an expected attendance in excess of 700 persons are required to engage the services of a number of Police Officers as determined by the School Committee. Some activities with an expected attendance of less than 700 persons may be required to engage police services. The applicant will engage and pay the assigned police detail officers directly.

Police Detail Contact Information:
 Salem Police Department Paid Detail
 Assignment Officer
 978-744-0171 Ext. 127

2.4 ASSESSMENT OF FEES

All organizations shall be assessed fees as determined by the granting authority in this policy, with the following exceptions ONLY:

No fees or charges shall be assessed to the following groups unless otherwise noted:

| | |
|--|--|
| Alumni Meetings | Parent Teacher Organizations – Meetings & Activities |
| Booster Clubs 501-C3 Organizations Only | Saturday Mornings Cartoon League * |
| Boy Scouts of America | Salem Philharmonic Orchestra ** |
| Brownies of America | Salem Recreation Department * |
| Camp Fire Girls | Salem Youth Basketball Program * |
| City of Salem Community Meetings Required by Law | Salem Youth Soccer |
| Cub Scouts of America | Student Activities |
| Girl Scouts of America | Student Organizations |
| | |
| | |

* No facility fee, custodial fees shall apply whenever custodial overtime is required.
 ** No facility fee, custodial fees limited to 2 performances per year. Custodial fees shall apply whenever custodial overtime is required.

2.5 COLLECTION OF FEES

2.5.1 SECURITY DEPOSIT

A security deposit of \$250 shall be rendered 48 hours in advance, from groups except those listed in Section 2.4

The Director of FAPA, Athletic Director, Building Principal, or designee shall conduct a pre and post inspection of the rental facility to determine the nature of any damages incurred. The user agrees that the cost of any damages shall be deducted for the security deposit with the balance returned following the post inspection. Any damages in excess of \$250 shall be borne by the individual or organization renting the facilities.

2.5.2 PAYMENT OF FEES

All fees are payable 48 hours in advance of the event except where the School Committee designates later billing.

Make checks payable as follows:

“SALEM SCHOOL DEPARTMENT FACILITY RENTAL”

OTHER FEES: MAKE PAYMENT DIRECTLY TO PERSON OR ORGANIZATION

2.5.3 DISTRIBUTION OF FUNDS

The School Department serves as the collection agency for user fees to pay for the incurred custodial, cafeteria, and/or facility costs, expenses, and maintenance items, as determined by the School Committee.

3. OTHER REQUIREMENTS

3.1 CERTIFICATE OF LIABILITY INSURANCE

As determined by the granting authority, users are required to obtain a Certificate of General Liability Insurance with a minimum limit of \$1,000,000.00. This policy is to protect all athletic participants and spectators using any school building or field, inclusive of affirmative coverage for the City of Salem, its servants, employees and agents. There are to be no exceptions to this policy.

4. REQUEST FOR EXCEPTION TO POLICY

Exceptions to the School Committee Policy on the Use of School Facilities by Non-School Groups must be approved by the School Committee, and recorded as an addendum to this policy, two weeks prior to the event. It is recommended that any requests for an exception be submitted for School Committee consideration at least one month prior to the event.

COMMUNITY RELATIONS

1000

SCHOOL PARENTS ASSOCIATION

1700

The School Committee recognizes the school-parent associations as private, non-profit adjuncts of the school department under its auspices.

The School Committee looks upon school-parent associations as integral parts of the school community that can aid substantially in promoting a finer educational program.

Among the many services, which such associations can offer, the School Committee especially endorses any advisory assistance that they can give in developing and maintaining a strong and effective communication between home and school.

School-parent associations are obliged to follow all School Committee policies with particular emphasis placed on the following:

Fundraising must be conducted in accordance with School Committee Policy 1303 Public Solicitation;

Funds must be spent in accordance with applicable laws.

The building principal, in accordance with School Committee policy, must approve enrichment opportunities and related activities.

Reviewed: March 2023

COMMUNITY RELATIONS **1000**

SCHOOL PARENTS ASSOCIATION 1700

PARENT INVOLVEMENT POLICY 1701

Parents are our children’s first and most important teachers. The Salem Public Schools are committed to building a partnership with parents to achieve the goals of having high expectations for children and to help them achieve success.

Parental involvement should provide opportunities for parents to hold a variety of roles: as teachers, learners, decision-makers, supporters, and advocates. Involvement promotes healthy, positive relationships between parents and children and conveys a value for learning. Involvement builds the shared responsibility and common goals essential for the building of a partnership among schools, families, and the community.

To achieve this vision, the Salem Public Schools, working through the administration are committed to:

Supporting parental participation on school councils, parent teaching organizations, and parent advisory councils;

Maintaining and improving two-way communication with all parents;

Developing strategies and programmatic structures at schools to enable parents to participate actively in their children’s education;

Providing support and coordination for school staff and parents to implement and sustain appropriate parent involvement from pre-kindergarten through grade twelve;

Utilizing schools to connect families with community services that provide educational enrichment and support.

Approved: 12/ 9/03

Reviewed: March 2023

High School Hall of Fame

Awarding Inductees into the Hall of Fame

The High School Athletic Director will oversee a standing committee consisting of staff, alumni, and community members to serve on the Hall of Fame Committee. The Athletic Director will work closely with the high school principals to identify and appoint members. The committee is solely responsible for developing the process by which Salem High School alumni are chosen for induction into the High School Athletic Hall of Fame, the terms of which will be reviewed by the School Committee. The Hall of Fame Committee will call for and evaluate nominations, determine the timeline for collecting and processing nominations, and coordinate and host any and all ceremonies associated with induction into the Hall of Fame. All inductees will be recognized at the first School Committee meeting following the induction ceremony. All committee by-laws, processes, and nomination forms will be public documents available via the Salem Public Schools webpage, and all Hall of Fame records will be maintained and distributed through the office of the Athletic Director.

Retiring of Athletic Numbers and Jerseys

The Hall of Fame Committee will develop a process for the ceremonial retirement of a specific athlete's number and jersey and that process will be subject to approval by the School Committee.

In the event of a petition for the ceremonial retirement of a specific athlete's number and jersey, Hall of Fame Committee members will evaluate the request using the process established by said Committee. Upon approval of the retirement of a jersey or number by the Hall of Fame Committee, the Athletic Director will formally notify the School Committee.

| | |
|-----------------------------|-------------|
| COMMUNITY RELATIONS | 1000 |
| <u>PUBLIC PARTICIPATION</u> | 1500 |
| COMPLAINTS | 1507 |
| PUBLIC COMPLAINTS | 1507.01 |

No person will be denied the right to bring complaints to the School Committee. The committee will refer complaints back through the proper administrative channels for solutions before investigation or action by the committee. Exceptions will only be made when the complaints concern committee actions or committee operations

The School Committee believes that complaints are best handled and resolved as close to their origin as possible and that the professional staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement of the School Committee. The proper channeling of complaints regarding instruction, discipline or learning materials will be as follows:

- Teacher or other staff;
- School building administrators;
- Superintendent;
- School Committee.

If a complaint, which was presented to the committee and referred back through the proper channels, is adjusted before it comes back to the committee, a report of the disposition of the matter will be made to the committee and then placed in the official files.

Matters referred to the superintendent and/or School Committee must be in writing and should be specific in terms of action desired. Anonymous complaints may be disregarded.

The School Committee expects the professional staff to receive complaints courteously and to make a proper reply to a complainant.

Approved: 1/3/17
Reviewed: 2/17/23

| | |
|--|-------------|
| COMMUNITY RELATIONS | 1000 |
| <u>PUBLIC PARTICIPATION</u> | 1500 |
| COMPLAINTS | 1507 |
| PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL | 1507.02 |

Complaints about school personnel will be investigated fully and fairly. Prior to any complaint being investigated, the complainant must submit his/her complaint in writing to the appropriate responsible individual. Anonymous complaints may be disregarded.

Whenever a complaint is made directly to the School Committee as a whole or to a committee member as an individual, it will be referred to the superintendent for delegation to the appropriate administrator. The School Committee believes that complaints are best handled and resolved as close to their origin as possible and that the professional staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement of the School Committee.

See Teachers' Contract

Approved: 12/3/07

Approved: January 3, 2017

Reviewed March 2023

| | |
|--|-------------|
| COMMUNITY RELATIONS | 1000 |
| <u>PUBLIC PARTICIPATION</u> | 1500 |
| COMPLAINTS | 1507 |
| PUBLIC COMPLAINTS ABOUT CURRICULUM OR INSTRUCTIONAL MATERIALS | 1507.03 |

The School Committee, though it is ultimately responsible for all curriculum and instructional materials (including library books), recognizes the need and right of students to free access to many different types of books and materials. It also recognizes the right of the professional staff to select books and other materials supportive of the educational philosophy and goals of city schools.

Criticism of a book or other materials used in the schools may be expected from time to time. If a parent requests that his/her child not read a given book, the teacher and school administrator should resolve the situation, including but not limited to, by arranging for use of alternative materials which would meet the same instructional purpose. This does not apply however, to basic program texts and materials that the committee has adopted.

The School Committee will not permit any individual or group to exercise censorship over instructional materials or library collections, but recognizes that, at times, a reevaluation of certain material may be appropriate. Should an individual or group ask to have any book or other material withdrawn from school use:

The person who objects to the book or other material will be asked to document his/her criticism in writing to the principal;

Following receipt of the formal complaint, the principal will meet with the complainant. Should the outcome of that meeting be unsatisfactory to the complainant, he/she may appeal to the superintendent;

Should the outcome of that meeting be unsatisfactory to the complainant, he/she may appeal to the School Committee.

In summary, the superintendent assumes final responsibility for all books and instructional materials that are provided to students. The School Committee holds the professional staff accountable for their proper selection. The committee recognizes the rights of individual parents to question controversial materials used by their own children. The student's right to learn and the freedom of teachers to teach will be respected.

Legal Reference: MGL 71:48, 49, 50

APPROVED: 8/2/04 Reviewed March 2023

COMMUNITY RELATIONS **1000**

PUBLIC PARTICIPATION 1500

PARENT INFORMATION CENTER 1505

The Salem Public Schools utilize a controlled choice school assignment process that allows parents to select a school based upon a variety of factors that may impact a particular family. The office created to coordinate this effort is called the Parent Information Center. We encourage parents to visit the PIC and direct questions and concerns regarding the process to the PIC staff.

See Student Assignment Policy 5104.03

Approved: 12/3/07

Reviewed: December 2016

Reviewed March 2023