Salem School Committee

Meeting Minutes

Monday, June 1, 2015

A regular meeting of the Salem School Committee was held on Monday, June 1, 2015 at 7:30 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

**Members Present**: Mayor Kimberley Driscoll, Mr. Nate Bryant, Ms. Deborah Amaral, Mr. James Fleming Ms. Rachel Hunt, Mr. Patrick Schultz, Dr. Brendan Walsh

**Members Absent:** None

**Others Present**: Dr. Stephen Russell, Superintendent, Assistant Superintendent Kate Carbone, Ms. Margaret Marotta, Assistant Superintendent, Business Manager Philip Littlehale

**Call to Order**

Mayor Driscoll called the Regular Meeting of the Salem School Committee to order at 7:30 p.m.

**Approval of the Agenda**

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

**Approval of Minutes**

The minutes of the Committee of the Whole Salem School Committee meeting held on Monday, May 18 , 2015 were presented for approval.

Mr. Fleming moved approval. Ms. Hunt seconded the motion. The motion carried.

The minutes of the Regular Salem School Committee meeting held on Monday, May 18, 2015 were presented for approval.

Mr. Fleming moved approval. Ms. Hunt seconded the motion. The motion carried.

The minutes of the Committee of the Whole Salem School Committee meeting held on Monday, May 26, 2015 were presented for approval.

Mr. Fleming moved approval. Mr. Bryant seconded the motion. The motion carried.

**Questions and Comments from the Audience**

Benjamin Selecky of 3 Granite Street, Salem addressed the School Committee regarding the Open Meeting Law Complaint that he filed regarding the Teachers Cabinet being a public body and noted that it is on the agenda for later this evening. He states that he guesses that the Committee will find that it is not a public body and subject to the open meeting law requirements. He stated that he will be disappointed if that is the case.

Mr. Selecky also stated that he filed an Open Meeting Law Complaint on the formation of a District Parents Advisory Council and notes that he is not opposed to it but rather the way it happened. He stated that it struck him as being odd that it was not an agenda item for the meeting and it should have been foreseen ahead of time to be on the agenda as the matter was mentioned in a budget memo to parents. He states that he appreciates that desire to remedy the situation and he believes the intentions are pure.

**Student Representative Report**

Lisa Robinson, Salem High School Student Representative addressed the School Committee and reported on the following events and activities at Salem High School:

The Senior Prom and After Prom Party was held last Friday night at the Marriott in Burlington. The After Prom Party was held at the Lynch Van Otter Loo YMCA in Marblehead. Students participated in many activities and a good time was had by all who attended.

The Salem High School Tennis Team qualified for the State Tournament.

Graduation will be held on Friday May 5, 2015 at 6:00 p.m. in the Salem High School Field House

Mayor Driscoll noted that this is Lisa’s last meeting with the School Committee as the Student Representative and wished her well as she graduates and moves on the UMass Amherst in the fall.

**Superintendent’s Report**

Dr. Russell introduced Jessica Callinan Headmaster at Salem High School and Salem Police Lt. Dennis King and Sgt. Edward Ryan made a presentation on the ALiCE and Emergency Response Program for the Salem Public Schools. The following are excerpts from her presentation and the full presentation is available on the Salem Public Schools website at [www.salemk12.org](http://www.salemk12.org).

A.L.i.C.E is not meant to be a checklist of things to do, it is meant to give school personnel choices in the event of school shooting

* + Barricade
  + Evacuate
  + Counter
  + Inform

Paradigm Shift

In a crisis, this program recommends:

* + removing as many people as possible from the danger zone
  + provides realistic training to give those involved in a crisis a better chance of surviving

Statistics

In an active shooter situation there is approximately 1 fatality per minute

Average Salem Police response time is between 3-5 minutes

The chances of survival in an active shooter situation increase with simple changes to procedures

**ALiCE**

*Common Sense, Just not Common Knowledge*

Alert

Lockdown

Inform

Counter

Evacuate

ALiCE is *NOT* a linear, progressive response.

**Lockdown**

Excellent starting point.

Locked doors provide a time barrier. Locks can, and have been defeated.

*BARRICADE* The idea is to create a stronghold that nobody can breach… BE A HARDER TARGET!

Once Lockdown is in effect no one should be allowed into a secure room under any circumstances. Only open your locked door for uniformed police personnel.

**Inform**

Provide as much real-time information as possible by all means possible.

Empower those under threat to use this information to make single or collective decisions as to the best option for survival.

Be flexible because the situation will be dynamic and fluid

Counter

Police miss 80% of their shots in dynamic events.

The “bad guy” is not usually a highly skilled shooter.

Engage in acts that will require very high skill level:

Noise

Movement

Distance

Distractions

SWARM

Evacuate

Only 2% of Violent Intruder events have been by more than one person.

If he is inside, you get outside.

Cannot use car to evacuate

Reunification points established

Steps Taken

Two presentations to district leadership teams, this year and last

Coordination with Salem Police Dept.

Collaborative meeting w/ Wilmington Public Schools and Police Department

Joint training to leadership and staff in all schools took place over February vacation; 1-day comprehensive training, 40+ personnel trained

Obtained Salem Teacher’s Union support

Ms. Amaral stated that she feels that this is a good approach and the right approach. She questions if there are keys for all of the specialized locks in the schools noting that there was a problem with them.

Dr. Russell stated that there is some that are being ordered for Collins Middle School and the Saltonstall School. He notes that the Witchcraft Heights Elementary School does not have the Columbine locks noting that Carlton, Bates, Bentley, do not have them as well. Mr. L’Heureux stated that the teachers have been issued keys in the schools that have the locks.

Dr. Walsh asked if what the schools that do not have the locks do. Lt. King explained that they will have Go Kits with objects to jam doors etc.

Mayor Driscoll reported that the City spent $75,000 in Capital Improvement Funds last year and there is $25,000 in the CIP this year for locks, security cameras noting that the city will have invested $100,000 in school safety.

Mr. Schultz questioned if each school would need a comprehensive evacuation plan. Lt. King explained that each school has a plan and they need to be updated. He explains that the Principal have to identify a rally point with equipment that can be accessed if A, B and C happens. He also notes that the Salem Fire Department has a Major Incident Management Plan that would also be part of that.

Dr. Russell noted that a shooter is not going to wait until we have a plan in place and the next steps will be to implement the plan and we need to be ready.

Mayor Driscoll explained that the goal tonight is to have the School Committee endorse the plan so that the district can continue with the next steps for implementation.

Mr. Fleming moved that the School Committee endorse the ALiCE Emergency Response plan for the Salem Public Schools. Mr. Bryant seconded the motion. The motion carried.

**Report on Salem High School Graduates**

Dr. Russell reported on where the Class of 2015 will be attending college. He read a list of a sample of the schools that our students have been accepted to and plan to attend in the fall. He noted that Mr. Angeramo will be posting the list on the Salem Pubic Schools website.

**Update on Extended Learning Time (ELT) Planning**

Emily Ullman, Director of Extended Learning Time addressed the School Committee and made the following presentation on the ELT programs at Collins Middle School.

Expanded Learning Time (ELT)

Out of School Time (OST)

Community Partnerships

**90% of Collins Middle School teachers agree with this statement:**

**Efforts to build school community have made a more positive learning experience for students this year.**

DESE reports positive movement:

More data-driven instruction this year

More time allows for greater differentiation in instruction

86% of students look forward to going to their electives

25 community partners and 73 staff from SPS have taught an elective this school year

Lessons learned provide insight for other schools

Approximately 375 students regularly attend after school programs housed in K-8 schools

Lead partners:

Salem YMCA

Boys and Girls Club of Greater Salem

For Kids Only Afterschool

LEAP for Education

Going forward

Increase access to high quality, low cost programs particularly for high needs populations

Align after school and in school

Will serve 370 - 400 students this summer

Free high-quality programs offering

Common Core aligned curricula

Project-based learning

Free breakfast, lunch and transportation

Working closely with offices of Teaching and Learning and Special Education to purposefully design and integrate all programs

1st Annual Summer Programming Event on May 5th

5 SPS programs, 11 community organizations

Approximately 70 parents in attendance

81% responded that they found what they were looking for

Going forward

Increase access to high quality, low cost programs particularly for high-needs populations

Align summer and school year

Secure programming earlier in the year

Communicate with families more frequently, more clearly and earlier

Salem Public Schools’ Partnership Collaborative

A growing network of 40+ community partners Meet regularly to address

Ensuring quality

Increasing access

Improving communication

Sharing data and information

Identifying and meeting specific school needs

Ms. Ullman reviewed the Community Partnership Grants and the partners for Collins Middle School. She notes that LEAP for Education, Salem State University, The United Way and the Northshore Workforce Investment Board are some of our partners. She also explained that there are Community Partnership Training Programs sponsored by our partners as follows:

Peabody Essex Museum: Cultural Competency and Social Justice Education

Audience: museum guides touring Salem students

YMCA: Student Engagement and Backwards Design

Audience: after school educators working with Salem students

Salem Sound Coast watch: Public Speaking

Audience: high school students preparing for an event

Salem State University: Internship in Community Education

Audience: future OST educators

Mayor Driscoll asked Ms. Ullman to explain some of the summer programming that we are offering this year. Ms. Ullman reported that LEAP for Education is doing a Marine Based Ecosystem program that involves service learning in cooperation with Salem Sound Coastal Watch which is developing the curriculum. She also notes that there will be an ELL program about flight and a Literacy Intervention Program in conjunction with Salem State University.

Mayor Driscoll asked what schools will be used for the summer programs. Ms. Ullman reported that the programs will be held at the Bates School, Bentley School and Salem High School.

Mr. Bryant stated that this was a great presentation and he is pleased with the summer options for programs for kids. He stated that this is important work that is being done and it is making a difference.

Mr. Shultz noted that the DESE Review recognized that the culture at Collins Middle School is shifting in a positive direction and he was pleased with that recognition from them.

**Presentation on Solar Panel Proposal for Salem High School**

Jeff Elie from the Salem Planning Department addressed the School Committee and explained the proposals for solar panels on the Salem High School roof. He reported that as both a City for Climate Protection and Massachusetts’ Green Community the City has already implemented many energy efficiency and conservation projects that reduce energy consumption, save money, and reduce greenhouse gas emissions over the past several years. The installation of 570 kW of energy will further reduce energy consumption and save the City about $275,000 a year. A 415 kW solar PV system at the high school, 110 kW rooftop PV system at the Bentley School, and a 45 kW solar canopy PV system at the Bentley School is expected to generate 671,330 kWh of electricity per year. The total two project’s 1,478 panels (a 570 kW system) will offset the equivalent of 27.7 million pounds of CO2 released into the atmosphere, or 1.28 million less gallons of oil consumed, or 43 million less miles driven, or 1.2 million trees planted, or 10.3 acres of forest grown over the life of the system.

Mr. Elie reported that this project is not only good for the City’s bottom line, but it ensures that as a City we set a good example for our students to invest in the future, protect the environment, while also ensuring that increased distributed energy generation is available. We also believe that that these systems will serve as an educational opportunity for the school system. Because this project will further contribute to Salem’s Green Community 20% energy reduction goal, we strongly encourage you to vote in favor of implementing these initiatives at the High School and Bentley School, and hopefully all feasible school buildings in the future.

Mr. Fleming moved that the matter be referred to the Buildings and Grounds Subcommittee for further review. Dr. Walsh seconded the motion. The motion carried.

**Assistant Superintendent Reports** - There was no report this evening.

**Report on the Nathaniel Bowditch School**

Assistant Superintendent Kate Carbone updated the School Committee on Nathaniel Bowditch Turnaround plans.

The School Committee discussed using up to $200,000 of Dominion Funds to fund the Bowditch School Plan.

Mr. Fleming expressed concern that the budget has been approved and this should have been included in the budget. Ms. Hunt explained that the School Committee discussed this at a Committee of the Whole meeting on May 18th and noted that this matter was discussed at that time and the use of Dominion Funds to fund it.

Mr. Bryant expressed concern about the use of grant money to fill budget gaps and notes that he would be concerned about how we are going to fund it next year.

Mayor Driscoll noted that last year the Committee funded the Collins ELT program with Dominion Funds and built it into this years budget. She noted that we have to sometime prioritize at the expense of other things but she feels that the district has made a commitment to ELT noting that this is fourth school we have ELT in.

Dr. Walsh stated that he feels that he is between a rock and a hard place noting that he is supportive of the plan but not the use of Dominion funds and if we don’t use the Dominion funds we have to look elsewhere in the budget.

Mr. Fleming stated that he feels strongly that this should have been in the budget.

Ms. Hunt suggested that the School Committee needs to discuss sustainable financial planning at the retreat. Mayor Driscoll agreed and stated that she would add that to the agenda.

Mr. Bryant stated that he is concerned about the transformation and although he is concerned about funding this in the future he is going to support this.

Mr. Schultz stated that we need to begin prioritizing where ELT in concerned in the Salem Public School district.

There being no further questions or comments regarding this matter, Mayor Driscoll called for a vote on the motion made by Mr. Schultz and seconded by Ms. Hunt to use up to $200,000 of the Dominion funds to fund the Nathaniel Bowditch Extended Learning Time. The motion carried (6-1) with Mr. Fleming opposed.

**Finance Report**

**FY16 Budget**

Refer to the Finance Subcommittee three topics 4th grade teacher at the Bates School, the Arabic

Classes at Salem High School, School Nurses proposal. She noted that the Superintendent has recommended a fix for the Arabic program for students to complete the program that should be manageable within the budget. Dr. Russell stated that they would be asking Mr. Angeramo to offset the $7,000 from his budget.

Mayor Driscoll stated that she feels we should look in the building to start but she would like to think that there is some cushion in the budget to manage this.

Mr. Fleming stated that he strongly supports another 4th Grade Teacher at the Bates. He noted that the number of students in the 3rd grade warrants another teacher. He also notes that the Bate is at the bottom of the totem pole in per pupil spending.

Ms. Hunt agreed that these three issues should be relooked at. She noted that the proposed put backs that we approved at the last meeting stay.

Mayor Driscoll stated that she would like to find alternative funding for them.

Dr. Russell stated that the three items together total $89,000 and he would raise a warning that agreements and compromise that were agreed to and any principal or school could come forward and ask for something else.

He also noted that Mr. M at Bates did not request the 4th grade teacher as a priority for the put backs and notes what his requests were.

Dr. Walsh stated that he gets concerned when pitting school against school. Mayor Driscoll stated that she wants to do a little further analysis in the hopes of looking at potential. She stated that she does not want to remove anything that we have already funded or take anything away.

Members indicated that they would feel comfortable moving forward with the Arabic program being funded without further review by the Finance Subcommittee.

Ms. Shultz suggested that the Nurses proposal and the 4th grade teacher should be reviewed further and that does not mean that they have to come out funded.

Mr. Schultz moved to refer the 4th grade teacher and School Nurses budget issues to the Finance Subcommittee. Mr. Fleming seconded the motion. The motion carried.

**FY14 Budget Transfer Requests #8**

Mr. Littlehale addressed the School Committee and recommended approval of Budget Transfer #8 to facilitate the year end process by consolidating available funds spread across multiple lines to a single line, transfer funds within Special Education to Special Education transportation and to transfer available non-personnel funds to personnel. He recommended approval of the transfers.

Mr. Fleming moved to approve Budget Transfer request #8 as submitted by Mr. Littlehale. Dr. Walsh seconded the motion. The motion carried.

**Approval of Warrants**

April 30, 2015 in the amount of $615,223.12

May 14, 2015 in the amount of $514,911.46

Mr. Fleming moved approval of the warrants. Ms. Hunt seconded the motion. The motion carried.

**Action Items**

1. Deliberation on the approval of the second reading of the revised Student Transportation Services Policy – 3601

Ms. Hunt moved approval. Mr. Fleming seconded the motion. The motion carried.

1. Deliberation on the approval of the Paraprofessionals Union Contract

Mr. Fleming moved approval. Ms. Amaral seconded the motion. The motion carried.

1. Review and deliberation on the Open Meeting Law complaint filed by Benjamin Selecky on April 29, 2015  (Teachers Cabinet Issue)

Mr. Fleming moved to accept the recommendation of the Assistant City Solicitor on the matter. Ms. Hunt seconded the motion. The motion carried.

1. Review and deliberation on the Open Meeting Law complaint filed by Benjamin Selecky on May 20, 2015 (District Parent Advisory Council Issue)

Mayor Driscoll recommended that the matter be referred to the Assistant City Solicitor for review and opinion.

Ms. Hunt moved to refer the matter to the Assistant Superintendent for an opinion. Mr. Schultz seconded the motion carried.

1. Deliberation on the approval of the Saltonstall School 8th Grade Trip to Canobie Lake Park in Salem NH June 26, 2015

Mr. Fleming moved approval. Ms. Hunt seconded the motion. The motion carried.

1. Deliberation on the change in the meeting date for the July Regular School Committee meeting
2. Mr. Fleming moved that the July Regular Meeting of the School Committee be held on July 6, 2015 at 7:00 p.m. Dr. Walsh seconded the motion. The motion carried.

**Subcommittee Reports**

**Curriculum Subcommittee**

Dr. Walsh reported that the Curriculum Subcommittee met last week and reviewed curriculum materials with relation to the curriculum maps. Ms. Carbone stated that they are looking to get good resources to use for instructional purposes. She noted that they have been looking at various resources and would make a presentation on them at another meeting.

**School Committee Concerns and Resolutions**

Mr. Schultz requested a summary on the telephone systems in the schools and that the Buildings and Grounds subcommittee review that as well. Mayor Driscoll suggested inviting Matt Killian to the meeting.

Mayor Driscoll announced that the Teachers Cabinet will be holding a public meeting on June 15, 2015 at 6:15 p.m. She stated that they will be

Mayor Driscoll confirmed that the retreat will be held on July 11, 2015 with the new Superintendent.

Mayor Driscoll stated that she sent an email earlier today regarding the makeup of the DPAC and she is interested in making sure there is a more construction dialogue with parents and family members and the intention is not to control the selection of the group. She stated that she reached out to Principals for feedback on the selection process. The principals suggested School Council and PTO representatives. She estimated that there would be 24 members on the Committee.

Ms. Amaral asked that this matter be on the next meeting’s agenda for approval by the School Committee.

**Questions and Comments from the Audience Regarding the June 1, 2015 Agenda**

Cindy Theriault addressed the School Committee and announced that the High School will be holding their second college admission fair this year and explained that it will be held at 6:00 p.m. at Salem High School on June 10, 2015 at Salem High School.

Mr. Selecky addressed the School Committee and stated that he supports the solar issue and commented that the technology changes daily and the proposal is to purchase the panels rather than lease them and suggested that all of the benefits of the program be front loaded.

Mr. Selecky stated that what he is concerned about the kids in the classrooms and the impact that the ALiCE drills will have on the kids. Dr. Russell stated that any drills will be announced because we believe if the kids get used to a situation and do it in a context where they are not rattled they may have a positive constructive response.

Mr. Selecky also noted that the open meeting law complaint for the Teachers Cabinet recommendation should be spelled out for the public and suggested that the Board could also entertain a motion to open up that process at any time.

Mr. Selecky stated that he was happy to see that there will opportunities for the public to participate in the DPAC process but cautioned that if we are going to rely on School Councils we should be sure that we are in compliance with the law and be sure that each school has a school council.

**Adjournment**

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

The meeting adjourned at 11:00 p.m.

Respectfully submitted by:

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Eileen M. Sacco, Secretary

Salem School Committee

Approved by the School Committee

June 15, 2015

**Meeting Materials and Reports**

School Committee Agenda June 1, 2015

School Committee Minutes of May 18, 2015

School Committee of the Whole Minutes May 18, 2015

School Committee of the Whole Minutes May 26, 2015

Paraprofessionals Contract

Transportation Policy

Responses from Asst. City Solicitor to Open Meeting Law Complaints – Selecky

Open Meeting Law Violation Filed by Benjamin Selecky April 29, 2015

Open Meeting Law Violation Filed by Benjamin Selecky May 20, 2015

Solar Panel Presentation

ELT Presentation

Bowditch School Presentation

Budget Transfer FY14 #8

Saltonstall Field Trip Request