Salem School Committee

Meeting Minutes

Tuesday, September 8, 2015

A regular meeting of the Salem School Committee was held on Tuesday, September 8, 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, Ms. Deborah Amaral, Mr. Nate Bryant, Mr. James Fleming, Ms. Rachel Hunt, Mr. Patrick Schultz, and Dr. Brendan Walsh

**Members Absent:** None

**Others Present**: Ms. Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Margaret Marotta, Assistant Superintendent, Business Manager Philip Littlehale and Eileen Sacco, Secretary and Jill Conrad Chief of Operations

**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. Mr. Schultz seconded the motion. The motion carried.

**Approval of Minutes**

The minutes of the Regular School Committee meeting held on Monday, August 10, 2015 were presented for approval.

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

**Questions and Comments from the Audience**

There were no questions or comments from the audience.

**Superintendent’s Report**

Superintendent Margarita Ruiz addressed the School Committee and reported that tomorrow is the first day of school for the Salem Public Schools. She stated that this is an exciting time for teachers as they welcome their students and she hopes that the children are excited as well.

Ms. Ruiz noted that teachers have spent countless hours preparing their classrooms and school leaders have been working to insure that the buildings are ready and safe for the students to return. She also noted that central office staff have been working on the preparation of materials for the students.

Ms. Ruiz wished the staff and students a wonderful school year of learning and thanked the staff for all they have done to get ready for the coming school year.

Ms. Ruiz stated that Dr. Jill Conrad will update the School Committee on the student assignment process and the School Operations Leadership Institute that was held on August 27, 2015 that will bring a new level of cooperation between school leaders.

Ms. Ruiz reported that the Carlton Innovation School opened on September 1, 2015 and she attended the opening day activities which featured music and bubbles to welcome the students back to school. She noted that students and staff are excited for the new school year.

Ms. Ruiz reported that she attended the opening day of the Bentley Academy Charter School on August 26th. She reported that they held an opening assembly for students and parents.

Ms. Ruiz reported that she welcomed staff back to school at the annual convocation at Salem High School. She stated that she is excited to start the new school year as a team and she is excited to launch the year on that note.

Ms. Ruiz explained that in her message to staff she conveyed three thoughts:

* focus and cohesion at each school level following the objectives of the Accelerated Improvement Plan
* Collaboration and structure with central office that allows collaboration at every level
* Engagement and increased communication

Ms. Ruiz reported that Assistant Superintendent Kate Carbone, Emily Ullman and Amy Richardson will be making a presentation this evening on the assessment audit. She also noted that there will be reporting on Summer Learning Opportunities for Teachers and Students this evening.

Mayor Driscoll stated that she emailed members of the School Committee regarding the beginning conversations regarding a City of Salem – Salem Public Schools Joint Facilities Planning. She explained that the city departments and internal stakeholder groups as well City Finance Director Sarah Stanton, Director of SPS Buildings and Grounds, Mr. L’Heureux and Mr. Littlehale School Business Manager will be looking at this as an opportunity to explore the joint facilities planning for the filling of positions regarding facilities. She noted that clean buildings are the goal while efficiently staffing them.

Mayor Driscoll reported that she attended the SPS Convocation at Salem High School and she thought that Ms. Ruiz did a terrific job welcoming back the staff. She stated that people were engaged and showed a willingness to partner with the staff. She asked Ms. Ruiz to share the PowerPoint presentation that was made at the Convocation with the School Committee.

Ms. Ruiz stated that she truly believes that this year will mark the beginning of a new phase for the Salem Public Schools as we continue on track to the ultimate goal of making the Salem Public Schools one of the best districts in the State and wished the students, families and staff a wonderful school year.

Mayor Driscoll asked at this time that the School Committee take the agenda out of order at to take up the matter of the Request of the Salem Youth Football League to waive the rental charges for the use of Bertram Field.

**Deliberation on the Request of Salem Youth Football to Waive the Fees for the Use of Bertram Field**

Mr. Fleming moved to take the agenda out of order to take up the matter of the request of Salem Youth Football to waive the rental charges for the use of Bertram Field. Dr. Walsh seconded the motion. The motion carried.

Mayor Driscoll reported that the School Committee has received a request from Salem Youth Football to waive the rental charges for the use of Bertram Field. She explained that there is an outstanding balance for last year of $1,800 and they are requesting that the School Committee waive the fees for last year and in the future. She explained that they are requesting the waiver for the rental fees and understand that they have to pay costs that the district incurs for custodians etc.

Ms. Hunt stated that she would like to review the policy and see what if anything this would impact.

Mr. Bryant reported that the Buildings and Grounds Subcommittee reviewed this matter and the fee structure gives a reduced rate for the rental of Bertram Field for Salem affiliated programs, noting that it does not include the costs incurred for lighting and custodians. He also stated that there was a formula that was put together by Business Manager Philip Littlehale that is used to determine the fees for the use of the field.

It was noted that there is an agreement with Salem Youth Soccer to waive the fees for the use of fields because they are responsible for maintaining McGrath Park.

Ron Miano, President of Salem Youth Football addressed the School Committee and explained that they charge $195 per player and an additional $50 per sibling for football and cheerleading with a family cap of $300. He also reviewed the cost of equipment that they provide to each player. He also reported that they have done some fundraising to offset the costs and they are planning for more. He also reported that the pay $3,000 for lights for Gallows Hill to hold practices when it gets dark earlier.

Mr. Fleming recalled that considerable time and long deliberations took place when the Buildings and Grounds Subcommittee recommended these fees. He noted that the fees were implemented to take care of the facility so as to not drain city and school resources. He stated that he has a problem waiving all fees now and in the future, noting that they are requesting to waive the fee and pay $3,000 for lights.

Mr. Miano stated that the lights are known necessity as the players have to practices and when it gets dark they need the lights. He also stated that they consider themselves an extension of the Salem Park and Recreation Department to serve the residents and youth of Salem by offering the opportunity to play football and cheerleading. He also stated that they hope to be a feeder program for Salem High School Football. He estimated that they have 222 kids participating this year.

Mr. Fleming asked how late the teams practice. Mr. Miano stated that they hold practice from 5:30 to 7:30 or so during the week and they have games on Sundays.

Ms. Hunt stated that she does not feel that she can opine on this without reviewing the policy noting that we have to be sure that we consider what else would be impacted by this decision.

Mayor Driscoll reported that there is a Bertram Field Committee that is looking at Bertram Field and the best way to maintain it. She stated that she hopes that there is a reasonable solution to this matter. She notes that we want the field to be used and Salem Youth Football has a lot of Salem kids participating.

Mr. Bryant stated that he is concerned about the payment in arrears. He stated that he is troubled that they deliberately did not pay the bill and now they are asking to waive the fees.

Nick Galliotis, the Treasurer of Salem Youth Football addressed the School Committee and explained that in April when they came to the School Department to reserve the field for this year, they were informed of the outstanding bill. He explained that the letter was received by the former President and no one else in the organization was aware of it.

Ms. Amaral stated that she has some experience with Salem Youth Football and when school starts and it gets dark earlier the lights are a necessity. She also noted that the implementation of the fees were new last year. She suggested that the School Committee require them to pay the past custodial fees and going forward waive the rental fee. She further noted that the program only accepts Salem kids.

Dr. Walsh recalled that his service on the School Committee started with a major budget issues and he did not recall our creditors waiting for their payments. He stated that he is struggling with this because of the implication of incurring a debt and walking away from it.

Mr. Schultz stated that this seems to be more about the organization’s ineptitude noting that the group was expected to pay a fee created by policy. He noted that the Salem Public Schools budget it tight and we cannot absorb the cost to maintain the field and that was the reason for the implementation of the fees. He stated that he wants an explanation as to why the custodial fees were not paid. He also stated that he wants to be sure that the Salem Public Schools communicated to the organization what the fees are and that they are expected to be paid.

Mayor Driscoll stated that 200 Salem kids are involved in this program. She also noted that there is one organization, Salem Youth Soccer that uses the field for free because they have an agreement with the City to maintain McGrath Park. She noted that what is before the School Committee this evening is to waive the fee $1,700 owed from last year and whatever the rental fee is for this year.

Mr. Fleming stated that the School Committee needs to consider a future fee structure for the use of Bertram Field and noted that the payment of cost incurred by the district for custodians etc. is non-negotiable.

Mr. Miano stated that he cannot say if anyone in the organization knew about the bill for the fees.

Mr. Bryant asked if they received a fee schedule this year when they got an application. Mr. Gallotis stated that no list was given to them.

Ms. Amaral recalled that a 3-4 years ago two Salem High School Athletic staff were involved in the program and they opened and closed the field.

Ms. Amaral suggested that the School Committee make a decision for this year and excuse the rental fees for last year and charge Salem Youth Football for the custodians and other costs incurred by the School Department.

There being no further questions or comments regarding this matter:

Mr. Bryant moved to waive the rental fees for last year in the amount of $1700, and that Salem Youth Football will pay the arrearage for the custodial fees for 2014, and waive the rental fees for the 2015 year. Mr. Fleming seconded the motion.

Ms. Hunt offered a friendly amendment that the same waiver of rental fees be extended to other organizations for this year. Mr. Bryant accepted the amendment.

Mr. Fleming stated that he does not want to give the impression that the fees are being waived forever.

Mayor Driscoll called for a vote on the motion made by Mr. Bryant and amended by Ms. Hunt, and seconded by Mr. Fleming to waive the rental fees in arrears for the Salem Youth Football program for 2014, and that they will pay the fees for the custodial charges that are in arrears, and that the School Committee waives the rental fees for one year for Salem Youth Soccer and any other Salem organizations.

A vote was taken and the motion carried.

**Presentations and Reports**

**Update on Student Assignment**

Dr. Jill Conrad addressed the School Committee and made a presentation on student assignment for this school year. She reported on the enrollment numbers by grade level and noted that this is preliminary information and the numbers are still fluctuating.

Dr. Conrad reported that all student have been assigned except for those waiting for testing (language assessments etc.) and transfers will be allowed up through the end of September.

Dr. Conrad reported that a more detailed presentation will be made a future School Committee meeting.

**Update on Transportation**

Business Manager Philip Littlehale reported that the district has successfully purchased two new buses. He reported that the number of riders is still fluctuating. He explained that last year we had 1,650 students taking the bus and we have 100 students less than last year.

Mr. Littlehale reported that we have enough drivers. He also noted that North Reading Transportation has purchased new buses. He also reported that the Nathaniel Bowditch buses are tight and he hopes that most of the students have already applied for transportation.

Mayor Driscoll asked if dry runs were held for the bus routes. Mr. Littlehale reported that the Salem Public Schools drives and the North Reading drivers have all done dry runs of the bus routes.

Ms. Ruiz reported that in an effort to improve the transportation service, a hotline exclusively for the principals has been established to handle all transportation issues.

**Update on Operations Institute**

Dr. Jill Conrad made a presentation on the Operations Institute that was held on August 27, 2015. She reported that the theme was Learning Together as a Team and explained the goals and objectives of the institute as follows:

* Explore how all of the Salem Public Schools (academic and operational functions) can operate as a learning organization
* Understand the basic functions of each operational unit, how to access/use services and 2015-16 goals
* Learn about our new initiatives and/or regulations requiring new procedures or compliance
* Provide feedback to improve operational services and collaborate to address key challenges

Dr. Conrad reviewed the agenda for the institute and highlighted the topics discussed and presentations that were made.

Ms. Ruiz reported that in addition to the Salem Public Schools staff, Salem Police Chief Mary Butler and Salem Fire Chief David Cody participated in the institute as well making a presentation on school safety. She thanked them for making this a collaborative effort of city departments working together.

**Presentation on Summer Learning Opportunities for Teachers and Students**

Assistant Superintendent Kate Carbone made a presentation on the professional development opportunities that were offered this summer. She reported that it was a very busy summer for students and teachers who participated in summer learning opportunities.

Ms. Carbone explained that many teachers collaborated with colleagues during summer professional development sessions exploring topics ranging from cognitively guided math instruction, close reading strategies, standards-based practices, and coaching for new teachers. Several of these in-district workshops include follow-up meetings and coaching during the school year to enable deeper exploration of content and continued collaboration between participants as they implement strategies within classroom instruction.

Ms. Carbone reported that all but one of the in-district PD offerings were facilitated by Salem Public School educators which is a testament to the vast knowledge and expertise we have resident within the district. In addition to the collaborative learning opportunities we offered within the district, some teachers and leaders took advantage of professional development sponsored by the district but offered through partners.

Ms. Carbone stated that they were very selective about content offerings and there was strength in reading, literacy and math.

Mr. Schultz asked if teachers were directed to certain offerings based areas that the need to focus on. Ms. Carbone reported that there was a cohort of teachers that were recommended for some programs by the Principals.

Ms. Carbone thanked Amy Richardson and Michelle Herman from her office for all of their hard work and contributions to the success of the summer learning programs.

Mr. Schultz asked if there is a goal that in the future teacher leaders would be facilitating professional development. Ms. Carbone explained that another phase will include that teacher leaders have the tools and resources for their building teachers.

Ms. Ruiz stated that Kate Carbone and Margaret Marotta did amazing work planning and implementing the summer learning programs for teachers.

Emily Ullman, Director of Extended Learning Time addressed the School Committee and reported that through the work of committed partners and an innovative district team, we executed our most inclusive, expansive summer yet. With over 400 students participating in five district-run programs, rigorous instruction and experiential learning was the norm. Everything from bilingual community mapping to service learning projects about storm water runoff to deconstructing gravity with the Museum of Science was on the summer menu. This year, we worked intentionally to provide high-quality programming for all kids, with special attention to recruiting and retaining our diverse learners.

Ms. Ullman reviewed the program descriptions and enrollment profiles for the variety of summer programs offered to students in the Salem Public Schools. She reported that more detailed information pertaining to the effectiveness of student summer programs will be provided once the data compilation and review process is complete.

**Assessment in the Salem Public Schools – Listening to the Whole Child**

Assistant Superintendent Kate Carbone addressed the School Committee and made a PowerPoint presentation on Assessment in the Salem Public Schools. The presentation included the following:

**A Core Value of Teaching and Learning**

Getting to know our students on multiple levels helps is to plan teaching that is geared toward the needs of each child. She reviews the areas of focus in looking at this as follows:

* Academic Assessments
* Performances
* Demonstrations
* Observations
* Student Profiles
* Student/Teacher conversations

**Assessment informs decisions**

**Meeting the Needs of Diverse Learners**

* Schools have traditionally been better a meeting the needs of some groups.
* We need to be intentional about reaching ALL of our students
* A balance of assessments allows us to look through multiple lenses in order to paint a complete picture of the whole child.

Amy Richardson addresses the School Committee and reported on Assessments in Practice. She reviewed a sample question from an assessment for a question that directed that for each of the equations listed circle true or false to indicate whether or not the equation is true.

Ms. Richardson reported that 88% of students selected true for problem C. She explained that based on this data the teacher will revisit the idea of the equal sign as a balancing agent between the two sides of an equation. Most students correctly chose C, and also did not choose A or D, so they are demonstrating good knowledge of math facts, however they did not recognize that B and E were also true.

Ms. Richardson reviewed a grade four assessment in practice for a physical education unit on cooperative games and team building.

She explained that the learning goal was that students will accept players of all skill levels into the physical activity. She explains that the observation showed that 6 out of 20 students made negative comments about other students based on their level of expertise an skill.

Ms. Richardson explained that the instructional plan based on this data the teacher will:

* Pull these students aside in a small group to review rules for respecting students of differing abilities and reiterate the value of teamwork
* Partner students with peer role models who exhibit good sportsmanship
* Provide positive reinforcements for changes in behavior

Ms. Carbone reviewed the purpose of assessments as follows:

* Plays a critical role in improving teaching and learning thus driving rigor
* Helps teachers monitor student growth and set goals
* Identifies who needs extra help and who is ready to move on
* Guides teachers in tailoring instruction to the students in front of them

Ms. Carbone noted that the question has been raised whether too much time is spent on assessment and that is a valid question. She explained that they review the district benchmarks on assessment annually to look at overlaps and replace the overlaps with new ones.

Ms. Carbone stated that there is also concern about teaching to the test and noted that firt and foremost we teach to the standards and we cannot meet the standards if the students are exposed to a steady diet of teaching to the test. She explained that some teaching to the test exists in our district as well as some test prep and noted that some is relevant.

Mayor Driscoll asked how we monitor that at the Central Office. Ms. Carbone stated that there is no simple answer noting that Principals need to know that high quality teaching and learning is going on and should be spending at a minimum 50% of their time in classrooms to sniff out areas in the curriculum that are narrow and test driven.

Ms. Hunt stated that she appreciates the presentation and notes that this topic is being actively discussed across the state and country and we need to make sure that we are meeting the needs of all of our students.

Ms. Carbone continued the presentation on Tracking Student Progress.

**Tracking Student Progress**

Ms. Carbone explained that most people equate the word “assessment” with “test”. However, assessments can take many forms. They can certainly be traditional tests and quizzes, but they can also include classroom observations, musical performances, portfolios, standardized tests such as the SATs and MCAS, sets of math problems, debates, science labs, and more. Some assessments are quick and informal, and the students may not even realize that they are being assessed. Others carry greater weight and may affect a student’s grades, future placement, or educational services.

Assessments play a critical role in improving teaching and learning and are essential for helping teachers and students themselves to monitor progress, understand successes and areas for growth, and set goals. They provide a communication bridge between school and home, allowing teachers to provide families with evidence of their child’s strengths and/or challenges. Using information from assessments, teachers can identify who needs more advanced work and who needs extra help, as well as what changes in curriculum and instruction might be necessary. The figure below shows the central role that assessment plays in the teaching and learning cycle.

**If We Teach It, They Will Learn…**

In the world of education, we no longer assume that if teachers teach it, all students will automatically learn it. The idea that one way of teaching or one type of curriculum will reach all learners isn’t substantiated by research. Frequent check-ins help teachers customize instruction for each student. They also allow the district and schools to make informed decisions about professional development in order to build teacher and leader capacity.

**The Role of the District—District-Level Assessments**

Assessments have three main purposes:

1. They diagnose student learning strengths and areas of concern.
2. They guide instructional decisions.
3. They hold teachers, schools, and districts accountable for making sure that students are mastering state standards.

The district determines which assessments, in addition to classroom measures, are necessary to serve essential diagnostic, instructional, and accountability purposes, making certain that every district-mandated assessment is of high quality and provides data needed for raising student achievement. The district has also built support structures and routines, such as school data teams and a schedule of data meetings, to ensure that assessment results are actually used and follow-up action plans are carried out.

Every year, the district takes stock of its assessments to ascertain their usefulness and relevance. This re- evaluation means that the overall district assessment plan is never set in stone but may be adjusted periodically to better meet the needs of the district’s students. We use the following questions to guide an annual review of assessments:

* What do we need to know about our students and why?
* Are there any assessments that duplicate efforts or that can be eliminated?
* Is there an assessment that has outlived its purpose?
* Are there better measurement tools that have become available?

Along with test quantity, test quality is critical. To serve students and educators well, district assessments are aligned to state standards, meet criteria of high quality, and provide useful and timely results. The district considers what insight will be gained from each assessment, who will use the information, what actions will they take, and how student learning is expected to improve as a result of these actions.

District assessments provide important information that is not available through the state’s large-scale assessment (MCAS) or in the classroom through daily instructional activities.

**Standardized Assessments**

A standardized test is any form of test that requires all students to answer the same questions and is scored in a “standard” or consistent way. These are generally provided by outside partners or companies. Many education experts consider them to be a fair and objective method of assessing the academic achievement of students.

Rigorous assessments such as ANet and Galileo make it possible to compare how students are performing relative to other high performing schools and districts throughout the course of the school year. At formal or informal data meetings, teachers work together to analyze the data so they can plan next steps in instruction.

**District Common Assessments**

District common assessments are collaboratively designed by groups of educators who agree on a common format and purpose for the assessments, and who administer them in the same way. The general goal is to ensure that all teachers in a department are evaluating student performance in a consistent and reliable manner. These types of tests give teachers important information about the individual’s strengths and areas for growth. They may include quizzes, tests, performances, oral presentations, and more.

**Massachusetts’ Standardized Assessment: The MCAS**

This statewide annual assessment provides important feedback to teachers, administrators, and state policy makers as to where we are succeeding and where we need to enhance our efforts. Legislators and taxpayers expect an objective assessment of student and school performance in return for a very significant investment of public funds. A low participation rate can adversely affect a district’s performance rating in the state and federal accountability system. High school students who do not take and pass the tenth grade MCAS tests may have difficulty earning the competency determination required for a high school diploma

The best way to prepare students for state exams is to implement a rich, clearly articulated curriculum, using research-based instructional strategies that engage and challenge students. Although students need some exposure to the format expected by MCAS, this should not be confused with narrow “teaching to the test”. With the shift to the new Massachusetts curriculum frameworks, it is increasingly difficult to teach to the test. The standards ask students to think and reason, problem-solve, work collaboratively with others, present skillfully planned and persuasive arguments, and integrate reading and writing throughout all content areas. Teachers must make this a part of daily instruction in order for students to be able to be successful.

**How Much Assessment is Enough?**

Across the country, many teachers, parents, and students say that there is too much assessment in our schools and that testing is taking valuable time away from teaching and learning. They don’t want children to be reduced to a single number. These concerns are legitimate and merit attention.

While many assessments are valuable, each one takes time and resources that could be used for other activities during the school day. It is essential to ensure that every district assessment has an important purpose that leads to actions that improve student learning. In addition, although assessments give insight into a child’s progress, they do not tell the entire story. Anecdotal records and teacher observations are needed to complete the picture.

The time currently allocated to district and standardized assessments ranges from 0.5% of available instructional time for an ESL student in kindergarten to 5.2% of available instructional time for an ESL student grade 10 (AP exams not included).

**Conclusion**

The district’s goal in using assessments is to create a streamlined, continuous feedback loop that provides critical information to teachers for adjusting practice and for enhancing the valuable learning experiences provided by daily classroom instruction. The Salem Public School continuously reviews its assessment plan to ensure that the information gathered from district assessments is value-added and used by teachers to improve student learning.

**Finance Report**

**Budget Transfer Request** There were no budget transfers this evening.

**Approval of Warrants**

The following warrants were presented for approval:

August 13, 2015 in the amount of $527,783.47

September 3, 2015 in the amount of $601,403.62

Mr. Fleming moved approval of the warrants in the amounts specified. Mr. Bryant seconded the motion. The motion carried.

**Action Items**

1. Deliberation on the approval of the Memorandum of Understanding Between the Salem School Committee and the Salem Teachers Union regarding the Nathaniel Bowditch K-8 School

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

1. Deliberation on the approval of the third reading of the revision to the policy 5102.02 Children of Non-Resident Teachers Attending the Salem Public Schools – Tabled on 8/10

Ms. Hunt moved to approve approval. Mr. Bryant seconded the motion. The motion carried.

1. Deliberation on language clarification to policy 3601 Transportation Policy approved by the School Committee on June 15, 2015 – Tabled on 8/10

Mr. Bryant moved approval. Dr. Walsh seconded the motion. The motion carried.

1. Deliberation on the first reading of the recommended revisions to the policies reviewed by the Policy Subcommittee in the 5000 Section of the Policy Manual:

Ms. Hunt reported that the Policy Subcommittee has reviewed the following polices and recommends approval of the first reading of the revised polices. She also requested that the matter of policy 5211 Home Schooling be tabled for further review.

Ms. Hunt moved to approve the first reading of the policies. Mr. Bryant seconded the motion. The motion carried.

5102 Enrollment of Salem Residents

5102.01 Enrollment of Non Resident Students/School Choice

5103.01 Student Assignment to Vocational Technical Programs

5103.02 Student Assignment for Transfer Students

5105 Pledge of Allegiance

5109 Emergency Closings

5114 Participation in Activities during Absence or Suspension

5115 Dismissal at Parent Request

5207 Parent Conferences

5212.01 Equal Access to be combined with 5218 Equal Educational Opportunities

5233 Student Advisory Committee

**Subcommittee Reports**

**Policy Subcommittee**

Ms. Hunt reported that the Policy Subcommittee met this evening and reported that they will be reviewing the Student Assignment policy in November after the October 1st deadline for reporting to DESE. She suggested that the School Committee meet in a Committee of the Whole on October 5, 2015 at 6:00 p.m. for the purpose of discussing student assignment. She explained that she would like to address a timeline for the review of the student assignment policy and suggested that the School Committee take a year to review it. She also explained that they would like to review the data to see if we have achieved equity in the schools.

**Personnel Subcommittee**

Mr. Fleming reported that the Personnel Subcommittee met last week and reviewed the matter of moving the IT Clerk position to the City. He reported that Atty. Kulak is reviewing the matter.

Mr. Fleming reported that the Personnel Subcommittee also reviewed the proposal for Playworks at the Nathaniel Bowditch.

Mr. Fleming reported that the Personnel Subcommittee also reviewed the position of Chief of Operation Strategy and no action was taken.

**School Committee Concerns and Resolutions**

Mayor Driscoll reported that the District Parent Advisory Council (DPAC) will be forming and she anticipates that their first meeting will be in October.

Mayor Driscoll apologized for the omission of an item on the agenda for this evening regarding a complaint that was filed regarding comments made by a School Committee member at a previous meeting.

Mr. Fleming moved that the complaint be received and placed on file. Mr. Schultz seconded the motion. The motion carried.

Mayor Driscoll reported that Diane and Dick Pabich owners of the Salem Inn have donated a hydroponic lab to Salem High School and that will be on the next agenda for approval of the acceptance.

Mr. Schultz stated that he would like a report at some point on the organic gardening program in the Salem Public Schools and he would like to explore the possibility of the organic gardening program providing food for the schools.

Dr. Walsh reported that the Annual Salem Children’s Charity Golf Tournament will be held on September 26, 2015 at Salem Country Club. He reported that the Golf Tournament is being planned by Dennis and Patty LaVasseur. Interested golfers should contact Dr. Walsh for more information.

Mr. Fleming reported that the annual Salem Day at Kernwood Country Club will be held on Monday, September 14, 2015 and he is pleased to report that all of the spots for the tournament are filled.

Mr. Fleming questioned when the MCAS scores will be available to the public. Ms. Ruiz explained that they have been embargoed by DESE and are available to the principals for planning purposes only.

Kate Carbone estimated that the MCAS scores should be available in mid to late September.

**Questions and Comments from the Audience Regarding the May 18, 2015 Agenda**

There were no questions or comments from the audience.

**Adjournment**

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

The meeting adjourned at 10:30 p.m.

Respectfully submitted by:

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Eileen M. Sacco, Secretary

Salem School Committee

**Meeting Materials and Reports**

Minutes of Regular School Committee Meeting August 8, 2015

School Committee Agenda September 8, 2015

Operations Institute Agenda

Summer Learning Opportunities Handouts

Report on Assessment Audit

Memorandum of Understanding Between the Salem School Committee

and the Salem Teachers Union regarding Nathaniel Bowditch School

Request from Salem Youth Football to waiver rental fees

Policy on Children of Salem Public Schools staff attending SPS

Transportation Policy –language clarification

5102 Enrollment of Salem Residents

5102.01 Enrollment of Non Resident Students/School Choice

5103.01 Student Assignment to Vocational Technical Programs

5103.02 Student Assignment for Transfer Students

5105 Pledge of Allegiance

5109 Emergency Closings

5114 Participation in Activities during Absence or Suspension

5115 Dismissal at Parent Request

5207 Parent Conferences

5211 Home Schooling

5212.01 Equal Access to be combined with 5218 Equal Educational Opportunities

5233 Student Advisory Committee

**Approved by the School Committee**

**September 21, 2015**