

**CITY OF SOMERVILLE, MASSACHUSETTS  
SCHOOL COMMITTEE**

**Monday, September 24, 2018 – Regular Meeting**

7:00 p.m. – Board of Alderman Chambers – City Hall

**Members present:** Dr. Ackman, Ms. O’Sullivan, Ms. Normand, Mr. Green, Ms. Pitone, and Alderman Ballantyne

**Members absent:** Mr. Futrell, Ms. Palmer and Mayor Curtatone

**I. CALL TO ORDER**

Chair Green called the meeting to order at 7:04 p.m. with a moment of silence followed by a salute to the flag of the United States of America.

Chair Green asked the Superintendent to call the roll, results of which were as follows:

PRESENT – 5 – Dr. Ackman, Ms. O’Sullivan, Ms. Normand, Mr. Green, Ms. Pitone  
ABSENT – Alderman Ballantyne (arrived 7:30pm), Ms. Palmer, Mr. Futrell, and Mayor Curtatone

**II. REPORT OF STUDENT REPRESENTATIVES**

Student Representatives Emily Nash and Aislinn Cannistraro were present for this evening’s meeting and offered information on the following: The Somerville High School voter drive has been going well. Students council has been leading lunchtime voter registration and pre-registration for students ages 16 and up. This campaign is building towards National Voter Registration Day on September 25.

**III. PUBLIC COMMENT**

No members of the audience signed up to give public comment.

**IV. APPROVAL OF MINUTES**

- August 27, 2018

MOTION: Dr. Ackman made a motion to approve the August 27, 2018 minutes, seconded by Ms. Normand.

The motion was approved via voice vote.

**V. REPORT OF SUPERINTENDENT**

**A. DISTRICT REPORT**

**Summer Learning Report**

Principal Glenda Soto and Assistant Principal Larry Silverman, who have served as summer directors for four years, gave a presentation on the summer learning report for 2018. Breakthrough (AFA) and SING (WSNS) programs were new programs this summer. The new summer report includes usual metrics of success, but adds a focus on data and accessibility of summer programs. Ms. Soto walked through the data, highlighting that a records 1,500 Somerville students participated in summer programs this year. Ms. Soto noted attendance data across all programs, but also mentioned that these data do not include the Recreation Department programs. Chair Green asked about gaps in access last year, and noted his appreciation that the report explores gaps in student access and enrollment. He noted that the new Breakthrough doubled the number of students in 6th grade participating in SPS summer programs. Ms. Normand spoke as a parent with kids in the summer program, it’s very impressive how far Somerville Public Schools has come. She was particularly impressed by the high attendance rates across all programs. Ms. Soto detailed the system to tracking and calling students as helpful to keeping up high attendance. Ms. Pitone echoed the praise of her colleague. Ms. O’Sullivan appreciated the strong data dive and having the percentage of access by school. Look at enrollment trends across 5-years. Curious about demographics of students.

Alderman Ballantyne arrived at 7:30 p.m.

Ms. Skipper said that it is important that we build the systems and supports similar to what we have done in summer school with after school programs. Online registration will also be an equalizer in terms of

access. Chair Green noted his appreciation of space management especially with Somerville High School and Winter Hill offline for summer construction.

### **District Update**

Congratulations to Sydney Demasi, a Somerville High School student and soccer player, for her role in ensuring the safety of her teammates. Sydney recently received the **Concussion Legacy Foundation's 2017 Teammate of the Year Award** for "speaking up" and making sure that a teammate got the support she needed after a particularly hard head shot by a teammate. The Teammate of the Year Award is part of the Foundation's "Team Up Speak Up™" program designed to encourage student-athletes to look out for one another and be proactive when they suspect that a teammate may need to be checked for a concussion. We are proud of the leadership that Sydney displayed in speaking up, and the compassion that she demonstrated in making sure her teammate got the support she needed.

Last week, I mentioned the volunteer work by our partners at City Year and Biogen at the West Somerville Neighborhood School. Today, I would like to take a moment to acknowledge the tremendous contributions of our many partners and volunteers throughout the year to make sure that our students are supported in so many ways.

- The Concussion Legacy Foundation is a perfect example; they work with our Athletics department (and athletic departments across New England) to make sure that student-athletes do all they can to stay safe while pursuing the sports they love.
- The Harvard Kennedy School of Government is always eager and ready to come out to our schools and complete beautification projects, such as the one they recently completed at the Brown School.
- Individual volunteers, such as Ruth Bruening, who has been volunteering in Ms. Scrima's Kindergarten class at the Kennedy School, provide students with new learning experiences by sharing their time and their expertise.

These are just a few of the many examples of the impact that partners and volunteers have in our community, and the critical role they play in supporting teaching and learning in our schools. A special thanks to Jen Capuano, our Volunteer Coordinator, for all the work she does behind the scenes and in our schools to coordinate and support many of these efforts.

We are very excited about the first of what will become an annual **SHS Women in STEM Summit** that the Somerville High School Science Department is hosting this year! The event is open to all SHS students and takes place on Monday, October 1<sup>st</sup>, 3:00-5:30pm at the school library. Students will hear from a panel of local STEM professionals, participate in discussions and activities related to STEM, and meet one-on-one with STEM career mentors. The event will also include a keynote speaker as well as a student speakers and emcee.

As we head into flu season, I just want to remind everyone that the Somerville Health and Human Services Department is hosting **Flu Clinics** through November and offering FREE flu vaccines for Somerville residents ages 3 and up. Visit the Somerville city website and search flu vaccines for information on dates and locations where you can stop by for a free flu shot. The next date is September 27<sup>th</sup>, 10:00am-6:00pm at the City Hall Annex (50 Evergreen Ave.)

Discussion of MASC Conference delegates was tabled until next regular School Committee meeting.

## **VI. REPORT OF SUBCOMMITTEES**

### **A. School Committee Meeting for Rules Management: September 17, 2018 (Ms. Palmer)**

Ms. Pitone gave the Rules Committee report for September 17 in the absence of Ms. Palmer.

### **Rules Management Subcommittee Minutes/Report for 9/17/18**

Subcommittee members present: Chair Lee Erica Palmer, Laura Pitone and Emily Ackman.

Also present: Jeff Curley, Jessica Boston, School Committee Chair Green, Superintendent Skipper.

Meeting began at 6pm.

Following to move to approve the minutes of all meetings so far of 2018, there were 3 agenda items:

1. Workforce Diversity Policy (File GBAA)  
Committee voted unanimously and enthusiastically to move to full committee for a vote.
2. Post-Secondary Discipline Disclosure Policy (amendment to File JRA)  
Voted to approve this policy, as drafted, to include at the end of existing Student Records Policy, File JRA, pending consultation with MASC, and will be brought to full meeting afterward for consideration.
3. Discussion of future topics for 2018 Rules subcommittee meetings
  - Updating “controlled choice” language  
Jessica Boston will provide suggestions for our review at a future meeting.
  - File: GBEBD – Online Fundraising and Solicitation  
Administration will propose language to resolve an issue that has surfaced re “donor’s choice”
  - Distribution of information district-wide  
Ms. Pitone will consult with Communications Director and others in Administration and summarize at next meeting for next steps (subcommittee decided that we would not address interp/translation/language access issues within this policy but rather consider a separate policy for this purpose, considered a priority and will require budget considerations to be meaningful)
  - Wellness Policy  
Was tabled at last full meeting pending consultation with administration with the goal of separating out what would content for a newly created practice manual vs. district policy. Chair Green will follow up with Asst. Superintendent for clarification as to next steps and bring update to full meeting.
  - School Committee Practice Guide: agreed it would be useful, didn’t clarify next steps to make it happen; will require focused energy, though there are other models we could look to at other districts.
  - Not discussed but additional item for future Rules agenda that had been previously discussed/proposed: “harassment policies review”.

Meeting adjourned at 6:55pm.

MOTION: Ms. Pitone made a motion to approve the September 17, 2018 minutes, seconded by Ms. Ackman.

The motion was approved via voice vote.

Ms. O’Sullivan left the meeting at 7:47 p.m.

**VII. UNFINISHED BUSINESS**  
**A. Gender Identity Support Policy**

Chair Green motioned to approve the second reading of GBBA-R EA, CN. He noted that Somerville will be the first school committee to pass this policy in support of transgender and gender nonbinary staff.

MOTION: Dr. Ackman made a motion to approve the second reading of GBBA-R, seconded by Ms. Normand.

The motion was approved via voice vote.

**VIII. NEW BUSINESS**  
**A. Somerville Public Schools Policy Manual**

The following policies are being presented this evening for first reading, as amended:

- File GBAA: Workforce Diversity Policy

Chair Green noted that the administration has asked school committee to postpone the first reading of GBBA Workforce Diversity Policy. This was tabled until next week to align policy language with the city. Dr. Ackman appreciated the work that the school district and Rules Committee put into the draft and expressed her eagerness that this move forward soon.

- File JRA: Post-Secondary Discipline Disclosure Policy

MOTION: Ms. Pitone made a motion to waive the second reading and approve File JRA, seconded by Ms. Normand.

The motion was approved via voice vote.

**B. Indigenous Peoples' Day Resolution**

MOTION: Dr. Ackman made a motion to approve the Indigenous Peoples' Day Resolution, seconded by Ms. Normand.

The motion was approved via voice vote.

**C. Yes on 3 Resolution**

MOTION: Ms. Pitone made a motion to approve the Yes on 3 Resolution. Discussion to change "drafted" to "passed" and strike the second "further" the draft resolution. With these changes stipulated, the motion was seconded by Chair Green and approved via voice vote.

**D. Field Trips** (Recommended action: approval)

**November 26 – November 28** West Somerville Neighborhood School grade 6 to Nature's Classroom in Charlton, MA. Transportation via bus with a cost of \$100 per student.

MOTION: Ms. Pitone made a motion to approve the recommended field trip, seconded by Ms. Normand.

The motion was approved via voice vote.

**E. FY2018 SCALE/ADP Graduate** – (Recommended Action: Approval)

The Superintendent of Schools recommends that the following student, who has successfully completed the requirements for graduation from SCALE, be granted his diploma:

Danielle Souza Pupo            12 Kings Row Lane            Framingham, MA 01701

MOTION: Dr. Ackman made a motion to approve the SCALE/ADP graduate, seconded by Ms. Normand.

The motion was approved via voice vote.

**IX. ITEMS FROM BOARD MEMBERS**

Ms. Normand noted that school committee was coordinating office hours for the month of October with dates to come at a future meeting.

**X. ADJOURNMENT**

The meeting adjourned at 8:01 p.m.

**Related documents:**

- Agenda
- Minutes – Regular Meeting – August 27, 2018
- Gender Identity Support Policy
- File JRA: Post-Secondary Discipline Disclosure Policy
- Indigenous People's Day Resolution
- Yes on 3 Resolution
- Summer Program report 2018

**CITY OF SOMERVILLE, MASSACHUSETTS  
SCHOOL COMMITTEE  
BOARD OF ALDERMEN CHAMBERS  
REGULAR MEETING – SEPTEMBER 24, 2018 - 7:00 P.M.**

AMENDED 9/24/18

**Somerville Public Schools - School Committee Vision Statement/Goals**

*We believe in developing the whole child - the intellectual, social, emotional, and physical potential of all students - by providing students with the skills, opportunities, and resources that will nurture innovative ideas, foster pride in diversity, inspire students to become lifelong learners and empower them to enrich their communities.*

- Goal #1: Increase achievement and access for all students. Reduce all performance gaps by half.
- Goal #2: Develop and implement a comprehensive PreK-12 social-emotional learning framework that provides students with the skills they need for social and academic success.
- Goal #3: Increase engagement with the community to reflect the community in which we live.
- Goal #4: Continue to develop and implement innovative ways of measuring student academic performance and school quality such as formative assessment, performance-based tasks, and whole quality indicators.
- Goal #5: Develop a comprehensive plan for Universal Kindergarten Readiness that supports intellectual, physical, and social/emotional growth from birth to Pre-K.
- Goal #6: Develop and implement a strategy to recruit, develop, and retain a diverse and talented staff.

**ORDER OF BUSINESS**

**I. CALL TO ORDER**

Call to order with a moment of silence and a salute to the flag of the United States of America.

**II. REPORT OF STUDENT REPRESENTATIVES**

**III. APPROVAL OF MINUTES**

- August 27, 2018

**IV. PUBLIC COMMENT**

**V. REPORT OF SUPERINTENDENT**

**A. District Report**

- Summer Learning Report
- MASC Conference Delegates

**VI. REPORT OF SUBCOMMITTEES**

**A. School Committee Meeting for Rules Management:** September 17, 2018 (Ms. Palmer)

MOTION: To accept the report of the School Committee Meeting for Rules Management of September 17, 2018.

**VII. UNFINISHED BUSINESS**

**A. Gender Identity Support Policy.**

**VIII. NEW BUSINESS**

**A. Somerville Public Schools Policy Manual**

The following policies are being presented this evening for first reading, as amended:

- File GBAA: Workforce Diversity Policy
- File JRA: Post-Secondary Discipline Disclosure Policy
- File GBBA-R: Gender Identity Support for Staff Policy

**B. Indigenous People's Day Resolution**

**C. Yes on 3 Resolution**

**D. Field Trips** (Recommended action: approval)

**November 26 – November 28** West Somerville Neighborhood School grade 6 to

Nature's Classroom in Charlton, MA. Transportation via bus with a cost of \$100 per student.

AMENDED 09/24/18

ORDER OF BUSINESS 2 September 17, 2018

The items listed are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

**E. FY2018 SCALE/ADP Graduate** – (Recommended Action: Approval)

The Superintendent of Schools recommends that the following student, who has successfully completed the requirements for graduation from SCALE, be granted his diploma:

Danielle Souza Pupo 12 Kings Row Lane Framingham, MA 01701

## **IX. ITEMS FROM BOARD MEMBERS**

## **X. ADJOURNMENT**

**CITY OF SOMERVILLE, MASSACHUSETTS  
SCHOOL COMMITTEE**

**Monday, August 27, 2018 – Regular Meeting**

7:00 p.m. - Board of Aldermen Chambers- City Hall

**Members present:** Futrell, Pitone, Palmer, O’Sullivan, Ackman, Normand, Green, Alderman Ballantyne

**Members absent:** Mayor Curtatone

**I. CALL TO ORDER**

Chair Green called the meeting to order at 7:06 p.m. with a moment of silence followed by a salute to the flag of the United States of America.

Chair Green asked the Superintendent for a roll call, results of which were as follows: PRESENT – 7 – Futrell, Palmer, Ackman, O’Sullivan, Normand, Ballantyne and Green, ABSENT – 2 –Curtatone and Pitone.

Pitone arrived at 7:09 p.m.

**II. APPROVAL OF MINUTES**

- JUNE 18, 2018

MOTION: Ms. O’Sullivan made a motion, seconded by Dr. Ackman, to approve the minutes for 6/27/18. The motion was approved via voice vote.

**III. NEW BUSINESS- OUT OF ORDER**

**B. PARENTING JOURNEY, PARENTS BILL OF RIGHTS**

Parenting Journey’s Parent Advisory Council is comprised of parents and caregivers who participated in at least one Parenting Journey group, are committed to creating a more equitable society in which all families thrive, and reflect the diversity of the parents with whom we partner. The Parent Advisory Council resolves to lead efforts among our parents, staff, board, and supporters to fight for policies that tear down systems of oppression.

There was discussion involving the amendment of the end of the last paragraph in the Parents Bill of Rights. Vice Chair Normand made a motion to add, after “socioeconomic status,” “and disability status.” to make it more inclusive, seconded by Dr. Ackman. Chair Green requested a second reading at the following Meeting.

There was additional discussion including the specific role of the School Committee; are they to provide feedback, adopt it for the district, endorse it? Chair Green explained that it is a resolution of principals and statement of values to be approved by the School Committee. Ms. Pitone followed with a question to Superintendent Skipper about what the expectations are and how it will be used for the district. Superintendent Skipper went on to explain that it would be another way to show support for various parts of the community, its about inclusivity. Mr. Futrell voiced a concern about some of the topics on the Parents Bill of Rights like affordable child care, living wages, comprehensive wages etc. and how district employees might interpret them.

Ultimately the board did not feel comfortable voting on this resolution at this meeting and want to discuss it further at the following meeting with amendments and additions provided by Parenting Journey, as well as a written resolution by Ms. Palmer.

**IV. REPORT OF STUDENT REPRESENTATIVES**

Apology to Student Representatives by Chair Green for not being added to Meeting Agenda. Emily Nash was in attendance and stated that there is nothing to report at this time.

**V. OUT OF ORDER- WELCOME NEW PRINCIPAL OF THE HEALEY SCHOOL**

Chair Green welcomed Principal Jenna Cramer and invited her to greet the School Committee members. Principal Cramer expressed how happy she is with the district and how welcoming everyone has been, she wanted to see how it got that way by attending the School Committee meeting. Ms. Normand went on to welcome Principal Cramer as well and say how incredibly happy she is with the current team at the Healey School, given the history of principal changes at the Healey School. Superintendent Skipper also welcomed her and added how fortunate we are to have a seasoned Principal at the helm matching a

great leadership team. Chair Green personally thanked Principal Cramer for having met his incoming Kindergartener, she is very excited to attend school.

## **VI. REPORT OF SUBCOMMITTEES**

**A. Educational Programs and Instruction Subcommittee:** June 18, 2018 (Ms. O'Sullivan)  
Education Programs & Instruction - Meeting Minutes - June 18, 2018

The Education Programs & Instruction sub-committee held a meeting June 18, 2018. Sub-committee members in attendance were Paula G. O'Sullivan, Emily Ackman, and Dan Futrell. Participating district staff included Assistant Superintendent Almi Abeyta, Early Education Director Lisa Kuh, SFLC Director Nomi Davidson, Capuano Principal Cheryl Piccirelli, and Parent Child Home Visiting Program Director Fernanda Villar.

Ms. O'Sullivan called the meeting to order at 6:09pm.

Dr. Kuh, and other members of the Somerville Early Education Steering Committee, presented a recent report, entitled Ready to Learn, Ready for K: Somerville's Early Education and Care Plan. The Steering Committee worked this past year to prepare a vision for Early Education for the next three years, in support of the School Committee's goal: Develop a comprehensive plan for universal kindergarten readiness that supports intellectual, physical and social/emotional growth from birth to pre-K. The plan reflects our City's family-centered values with a vision for a system that serves all children and is built on the assertion that all of our children should have equitable access to high-quality early learning experiences prior to kindergarten.

The report, reflecting trends across the state and the country, identifies four essential needs for Somerville to meet its commitment to children and families, and makes recommendations for each.

1. Mixed-Delivery 2. Partnership Model to Achieve High-Quality Early Learning in All Settings 3. Single Point of Entry: Information and Access for Families 4. Building and Sustaining Prenatal-Age 5 Comprehensive Wrap-Around Services 5. Data Sharing- Student Insights for Early Education

The plan, which was formally released to the community during the Week of the Young Child in April, presents an approach that fully integrates school, city and community groups, utilizing a "braided" funding strategy that aligns School Department and Human Services resources for these efforts while at the same time leveraging federal and private resources to maximum advantage in support of our children. The plan builds on foundational ongoing work that includes conducting a needs assessment of the community, building out curriculum, providing professional development and coaching to staff, and developing the workforce pipeline. The work has already shown promising results in kindergarten readiness, as measured by KESI (Kindergarten Entry Skills Inventory) but that persistent learning gaps remain for our most vulnerable students. The plan, created in consultation with Strategies for Children, outlines the necessary steps to address those gaps and truly serve all of our children.

With no further business, the meeting was adjourned at 7:00pm.

MOTION: Dr. Ackman made a motion, seconded by Ms. Palmer, to accept the report of the Educational Programs and Instruction Subcommittee of June 18, 2018.

The motion was approved via voice vote.

## **VII. REPORT OF SUPERINTENDENT**

### **A. DISTRICT REPORT**

The Superintendent presented her district report. She began by thanking the two retirees, Ana Noguera of Somerville High School and Linda Russell of Food Service, listed on the personnel report for their years of service. She pointed out the resignation portion of the personnel report and what a short part of the page, which speaks to a stable year in terms of the human capital strategy of retention. Also brought attention to the small number of LOA's compared to the 55 maternity LOA's from the previous year.

Superintendent Skipper is very excited about the new school year and spoke on the wonderful summer school program, where 1500 students were in attendance, more than any other year. She went on to give specific thank you's starting with DPW for working their magic this year and getting all the buildings cleaned and ready, especially with the high school and WHCIS being offline. Thank you to Mike Bowler and Stan Koty for their support and immediate attention to all that is asked of them. Thank you to Chris Rais from Capital for the renovation of windows and roofing that went on this summer at the WHCIS and the construction at Somerville High School.



In terms of summer school, students had many program options designed to keep their minds and bodies active during the summer. To name a few: SPELL, Community Schools Adventure Camp, the Calculus Project, Music Camps, Special Education programming, Break Through Greater Boston, and Freedom School. This led to 1500 students being engaged and thriving during the summer.

Thank you to two key organizations that help ensure that all students have backpacks and supplies every year, we had more than 2000 backpacks delivered across the city. Thank you to Cradle and Crayons and the Somerville Kiwanis Club for their partnerships.

Also this summer we had the launching of the citywide Somerville Learning 2030 Visioning Process, this summer was the beginning of the formation of what the focus groups will look like. It's a great opportunity to shape what the community values and priorities are in relation to the youth learning experiences and development. It is impressive to see how the young people want to be a part of it, they want to be leaders. They are looking for a 10-12 year visioning process for the first time for youth development. As a District we will be undertaking at all levels, District, School Committee and City, a great deal of long range planning and strategic planning.

In terms of the Building Project at the high school, if you walk around you could see the progress, the wing adjacent to the library is completely gone. Again thank you to the Capital Projects team, SMMA, PMA and Suffolk Construction for their diligence and ensuring the project stays on schedule and their overall commitment to safety. Additionally, thank you to Leo DeSimone, he has taken on this project and has gone over and above to ensure good communication between what's going on in the project, our families and our staff. The Winter Hill Ribbon Cutting will be on September 10<sup>th</sup>, an invite will be going out for that. Principal Mazza and his team have been doing a great job in ensuring good communication.

We are also installing swipes, you will see them as part of the Mayor's work and DPW's work. In each of the school buildings there is an entrance that will have a swipe system. Within the next 8 to 10 weeks we will be programming swipe cards with ID's so that every faculty member will have an ID that will work in their door for particular hours, and some city and District staff will have access beyond that. It is very important in ensuring the safety of our children. Very happy that this is on target and that by Thanksgiving all of the buildings will be completed with the ID's.

Finally, Back to School nights are going to be back on the calendar so please check.

It is going to be very hot the next couple of days and we are taking all the precautions by ensuring that all the buildings have plenty of water, most of our buildings have AC, and for those that don't we are making sure that they have plenty of fans and that there is a plan in place for students and recess to keep them out of the heavy heat. Wednesday will be the hotter of the days, there is a half-day and that will stay in place, Thursday will remain a full day.

This concludes the Superintendents report.

Dr. Abeyta added a comment on the High School redesign. Over the summer SHS engaged with the Center for Collaborative Education on continued redesign of the high school. There was a retreat for the redesign team at Tufts all day on August 9<sup>th</sup>. At this time, they discussed plans for school year 2018-2019 and will be working on a draft comprehensive design plan with the goal to have this complete by the end of the fall.

Vice Chair Normand made a comment regarding the internal promotions on the personnel report and went on to read the list of names and congratulate all the candidates.

## **VIII. NEW BUSINESS**

### **A. Somerville Public Schools Policy Manual:**

The following policies are being presented tonight for the first reading:

- File: EFD – Wellness Policy, as amended
- File: GBBA-R – Gender Identity Support for Staff

Ms. Palmer was under the impression that this was read at the previous meeting and asked that members review her report from the last meeting in June. She went on to give a context for both policies. There was a discussion including the following:

- Procedure vs. policy and the separation of the two
- The definition of “Wellness”
- Decision by the rules subcommittee to move the policy forward with feedback to the wellness committee and the intention to make future amendments

Motion by Ms. Palmer to table this policy, pending review by the Superintendent’s office, seconded by Ms. O’Sullivan.

**B. Somerville High School Diploma:** (recommended action: approval)

- Leybi Matal Ramos
- Samip Sharma
- Jaileen Alicea
- Targie Alexandre
- Christopher Mooltrey
- Kevin Gutierrez Avalos

MOTION: Dr. Ackman made a motion, seconded by Mr. Futrell, to approve the Somerville High School diplomas.

The motion was approved via voice vote.

Shout out by the superintendent to Joel Blackmer for all of the work he does with the Extended Learning Program to help students that have been off track, get back on track, as well as SHS and Full Circle. Currently the Somerville District had the highest graduating rate and the lowest dropout rate it’s ever had. To have the two combined shows all the good work that is being done.

President Ballantyne also wanted to congratulate the graduates. She also wanted to point out that she noticed student personal information on the hard copy of the meeting packet. There was question of whether this is normal protocol and noted that the same information was not on the digital copy of the packet. Superintendent Skipper clarified that it was a mistake.

**C. Acceptance of Donations** (recommended action: approval)

The Superintendent recommends the acceptance, with gratitude, of the following donations:

Donation	Donor	City, State	Value	Program donated to
Monetary	East Somerville Main Streets	Somerville, MA	\$300	El Sistema Somerville
Grant	Nellie Mae Education Foundation	Quincy, MA	\$15,000	2018 Lawrence O’Toole Teacher Leadership Award
Grant	Boston University Consortium Grant	Boston, MA	\$17,992	SPS
Grant	SEF Board	Somerville, MA	\$2,475	Calculus Project
Grant	Cummings Foundation	Woburn, MA	\$100,000	SPS
Private Grant	Mystic River Watershed Association	Arlington, MA	\$1,669	Benjamin G. Brown Elementary School
Monetary	Beverly Schwartz	Somerville, MA	\$10,000	Special Education Reading Program

MOTION: Dr. Ackman made a motion, seconded by Ms. Normand, to accept the donations, with gratitude.

The motion was approved via voice vote.

Chair Green pointed out the donation by East Somerville Main Streets not being accepted tonight due to a technicality question of how it should be coded, but noted that it would be brought back at a future meeting.

Chair Green also asked for some background on the \$100,000 donation by the Cummings Foundation. Dr. Abeyta explained that it is a 4 year grant and each year Somerville Public Schools receives \$25,000 that is used for adventure and leadership for high risk students in the Special Education and Student Services Departments.

The motion was approved via voice vote.

### **Future items of New Business**

Ms. Palmer brought up an ordinance her Alderman is working on regarding increasing voter registration form accessibility in Somerville. Boston has already passed such ordinance to ensure that voter registration forms are available in libraries and other city buildings. The idea is to provide preregistration forms to 17 year olds so when they are eligible to preregister they can do so. She would like to consider this discussion be moved forward to the next regular School Committee meeting. Ms. Pitone added that the library is currently pursuing a registration program in the teen room, it has not been announced yet but it may happen once or twice a week. Chair Green would like to bypass this going to the Rules Subcommittee and that it goes directly to the following Regular Meeting because of the proximity to the next election, pending a draft written by Ms. Palmer.

## **IX. ITEMS FROM BOARD MEMBERS**

### **X. ADJOURNMENT**

Prior to adjourning, Dr. Ackman expressed the School Committee's condolences for the following people who recently passed away:

Marie Mathilde Andrevil, Mother of Wadson Michel, Teacher at NW/FC  
Francis Jeremiah Meaney, Husband of Mary Lu Meaney, Retired School Secretary  
Patrick Moriarty, brother of Mary Ward, Retired food service employee  
Robert (Bob) Snow, former Assistant Superintendent of Schools for Curriculum, Instruction and Assessment.

The meeting was adjourned at 8:29 p.m. via voice vote.

### **Related Documents:**

Parenting Journey Parents Bill of Rights  
Policies EFD and GBBA-R

## **GENDER IDENTITY SUPPORT FOR STAFF**

The Somerville Public Schools strive to provide a safe, respectful, and supportive environment for all staff members.

Somerville Public Schools support and respect staff members' individual differences and privacy needs. For staff who identify as gender nonconforming and/or transgender, the district will support them in preferred gender pronoun use, use preferred name on any school identification, and follow the lead of staff in transitioning their name on legal documents.

Somerville Public School's administrators and staff will receive professional development related to gender identity support. Administrators and staff will follow the referenced procedures for supporting their colleagues.

Each employee of the Somerville Public Schools is personally responsible for supporting and affirming the gender identity of their colleagues.

## STUDENT RECORDS

In order to provide students with appropriate instruction and educational services, it is necessary for the school system to maintain extensive and sometimes personal information about them and their families. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parents or legal guardian and/or the student in accordance with law, and yet be guarded as confidential information.

The Superintendent will provide for the proper administration of student records in keeping with state and federal requirements, and shall obtain a copy of the state student records regulations (603 CMR 23.00). The temporary record of each student enrolled on or after June 2002 will be destroyed no later than seven years after the student transfers, graduates or withdraws from the School District. Written notice to the eligible student and his/her parent of the approximate date of destruction of the temporary record and their right to receive the information in whole or in part, shall be made at the time of such transfer, graduation, or withdrawal. The student's transcript may only be destroyed 60 years following his/her graduation, transfer, or withdrawal from the school system.

The Committee wishes to make clear that all individual student records of the school system are confidential. This extends to giving out individual addresses and telephone numbers.

In the college admissions process, many colleges and universities will ask schools to disclose a student's discipline record. Somerville High School will not provide colleges or universities with student discipline or criminal records. School Counselors will mark the option "school policy prevents me from responding" when asked the following questions on the Common App form (or similar questions on other college recommendation forms):

- *Has the applicant ever been found responsible for a disciplinary violation at your school, whether related to academic misconduct or behavioral misconduct, that resulted in the applicant's probation, suspension, removal, dismissal, or expulsion from your institution.*
- *To your knowledge, has the applicant ever been adjudicated guilty or convicted of a misdemeanor or felony?*

Colleges will ask students questions about their discipline and/or criminal background and students are expected to answer truthfully. SHS staff will instruct students that it is their responsibility to provide the information that colleges ask of them. SHS School Counselors will provide support to students in submitting a written explanation of discipline or criminal history. It is also the responsibility of the student to disclose any changes in a discipline or criminal record that occurs after the initial submission of a college application.

SOURCE: MASC

Adopted: April 1996

Amended: September 2018

**LEGAL REFS:** Family Educational Rights and Privacy Act of 1974,  
P.L. 93-380, Amended  
P.L. 103-382, 1994  
M.G.L. 66:10 71:34A, B, D, E, H  
Board of Education Student Record Regulations adopted 2/10/77, June 1995 as amended  
June 2002.  
603 CMR: Dept. Of Education 23.00 through 23:12 also  
Mass Dept. Of Education publication Student Records; Questions, Answers and  
Guidelines, Sept. 1995

CROSS REF: KDB, Public's Right to Know

## Resolution No.

A **RESOLUTION** relating to Indigenous Peoples' Day; declaring the second Monday in October as Indigenous People's Day in the Somerville Public Schools (SPS), encouraging other institutions to recognize the day, and reaffirming the school district's commitment to promote well-being and growth of Massachusetts's Indigenous community.

Whereas: Somerville Public Schools recognizes that the Indigenous Peoples of the lands that would become known as the Americas have occupied these lands since time immemorial.

Whereas: Somerville Public Schools recognizes the fact that Massachusetts is built upon the homelands and villages of the indigenous peoples of this region, without whom the building of the City of Somerville would not have been possible.

Whereas: Somerville Public Schools values the many contributions made to our community through indigenous people's knowledge, labor, technology, science, philosophy, arts, and the deep cultural contribution that has substantially shaped the character of the City of Somerville.

Whereas: Somerville Public Schools has a responsibility to oppose the systematic racism towards indigenous people in the United States, which perpetuates high rates of poverty and income inequality, exacerbating disproportionate health, education, and social crises.

Whereas: Somerville Public Schools promotes closing of the equity gap for indigenous peoples through policies and practices that reflect the experiences of indigenous peoples, ensure greater access and opportunity, and honor our nation's indigenous roots, history, and contributions.

Whereas: Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations sponsored International Conference on Discrimination Against Indigenous Populations in the Americas.

Whereas: In 2011 the Affiliated Tribes of Northwest Indians, representing 59 Tribes from Washing, Oregon, Idaho, Northern California, Western Montana, and some Alaskan Tribes passed resolution #11-57 to "Support to Change Columbus Day (2<sup>nd</sup> Monday of October) to Indigenous Peoples' Day."

Resolved: The Somerville School Committee acknowledges the 2<sup>nd</sup> Monday of October as Indigenous Peoples' Day and urges the Somerville Public Schools community to join in this observance. Further the School Committee refers this change to Rules to review our policies and procedures for compliance with this change.

Voted:

Date:

By the Somerville School Committee

### **Yes on 3 Resolution**

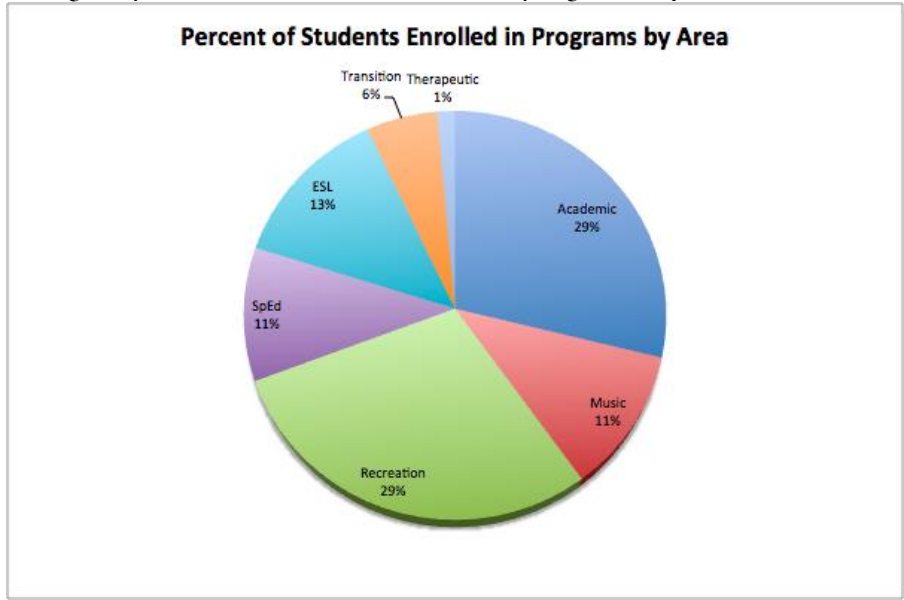
- Whereas:** The Massachusetts House of Representatives and Senate approved the addition of gender identity to the Massachusetts Public Accommodations Law (M.G.L c. 272, §§ 92A, 98 and 98A) on July 8, 2016; and
- Whereas:** Governor Charlie Baker signed this legislation, An Act Relative to Transgender Anti-Discrimination, into law on July 8, 2016; and
- Whereas:** The updated Massachusetts Public Accommodations Law has been in full effect since October 1, 2016; and
- Whereas:** The Somerville School Committee has long demonstrated leadership on the issue of transgender equality, having drafted a first-of-its-kind policy supporting transgender staff, and having passed JBD, a policy on student gender identity and support, adopted in January, 2018; and
- Whereas:** The Massachusetts statewide election upcoming on November 6, 2018 includes a ballot question seeking to repeal the provision in the Massachusetts Public Accommodations Law prohibiting discrimination on the basis of gender identity in places of public accommodation; and
- Whereas:** Repeal of those provisions of the Massachusetts Public Accommodations Law would be contrary to the values and principles that the City of Somerville has long espoused and that we are sworn to uphold; and therefore be it
- Resolved:** That the Somerville School Committee does hereby reaffirm our commitment to equal protection under the laws for all people; and therefore be it
- Further Resolved:** That this Board opposes any effort to infringe on the rights of transgender and gender non-conforming members of our community; and therefore be it further
- Further Resolved:** That we, the members of this Board do hereby pledge to sign on to the “Yes on 3 Coalition” organized by Freedom for All Massachusetts.

*The 2018 Summer Experience at Somerville Public Schools*

**Enrollment**

This summer, there were a total of **25 programs** and services taking place throughout the City of Somerville. We continue to offer programs for academic support, language development, special education, transition, and recreation. This year, we expanded the musical offerings as well as Middle School programming through new partnerships with Breakthrough Greater Boston and Kodaly Music Institute. There was also a significant increase in enrollment of Middle School students in the Calculus Project. We had about **1,500 students** enrolled in programs offered by the Somerville Public Schools and other city agencies (YMCA, Somerville Recreation, Cambridge Health Alliance).

**Graph 1.** Percentages of students enrolled in summer programs by area.



*\*This graph includes 280 spots opened at Somerville Recreation*

**Table 1:** Attendance Data

*\*This table provides attendance data for programs that reported to district coordinators. Does not include Somerville Recreation.*

<u><i>Program</i></u>	<u><i>Total Enrollment</i></u>	<u><i>Average Daily Attendance</i></u>	<u><i>Overall Attendance Percent</i></u>
Breakthrough	51	48.3	94.8%
Calculus Project	75	63.1	84.2%
CS Adventure Program: Week 1	103	83.0	80.6%
CS Adventure Program: Week 2	172	144.6	84.1%
CS Adventure Program: Week 3	178	151.4	85.1%
CS Adventure Program: Week 4	165	143.0	86.7%
CS Adventure Program: Week 5	167	137.6	82.4%
CS Adventure Program: Week 6	159	135.2	85.0%
Elementary SomerSession	132	100.9	76.4%
Elementary SPELL	151	122.1	80.9%
Freedom Connexion	41	35.2	85.9%
Kinder Explore	84	57.9	68.9%

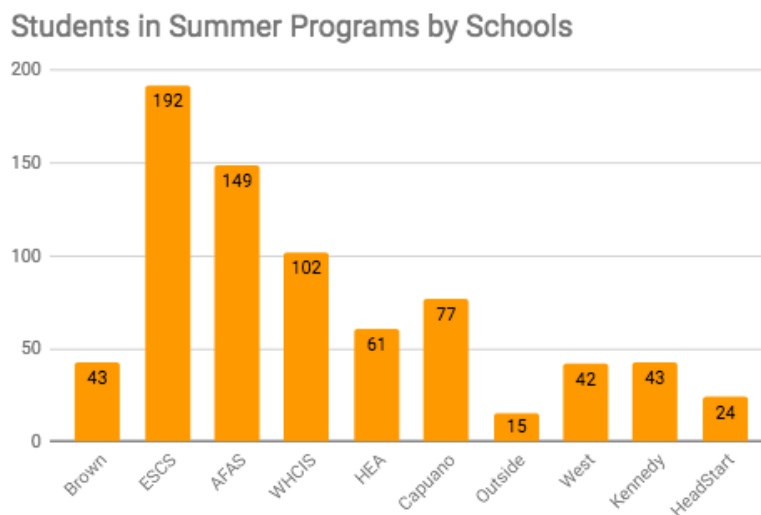


Making Proud Choices	11	8.4	76.4%
Peace Camp	10	7.1	71.0%
SHS SPELL	45	29.1	64.7%
SHS Summer School	132	115.7	87.7%
SING Somerville	24	20.0	83.3%
SpEd Multi-Grade	23	16.9	73.3%
SpEd Programs @Capuano	71	53.7	75.6%
SpEd Programs @Kennedy	64	42.4	66.3%
Strings Camp and Camp HONK	144	135.9	94.4%
<b>Total (includes one week of CS)</b>	<b>1236</b>		

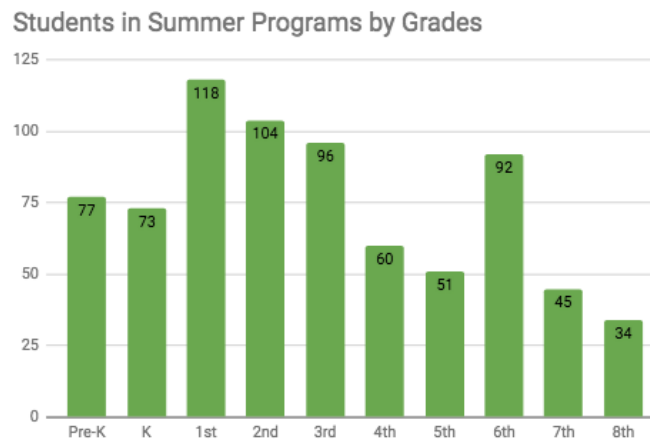
This summer, we took a closer look at the students who attended summer programs, including which schools and grade levels they came from. The following graphs are based on enrollment information from the programs listed. They include about 800 of the students who participated in summer programming.

*A look at student enrollment from Pre-K to 8th grade, based on these programs: Kinder Explore, Elementary SPELL, Freedom School, Community Schools, Elementary SomerSession, Calculus Project, and Breakthrough Greater Boston*

**Graph 2.** Number of students enrolled in the summer programs based on their sending school.

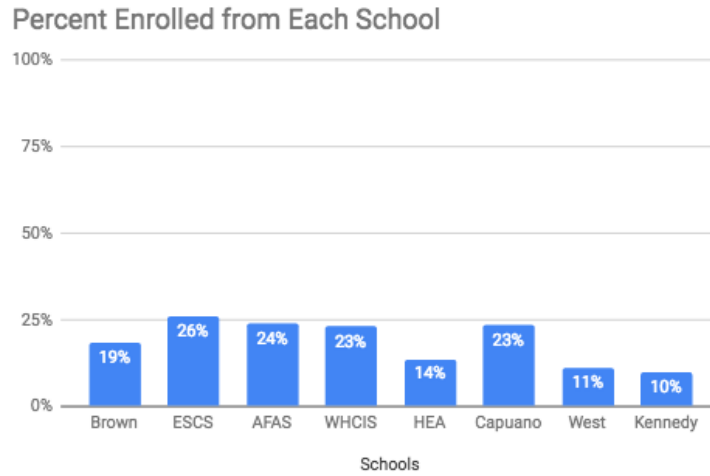


**Graph 3.** Number of students who attended summer programs by grade.



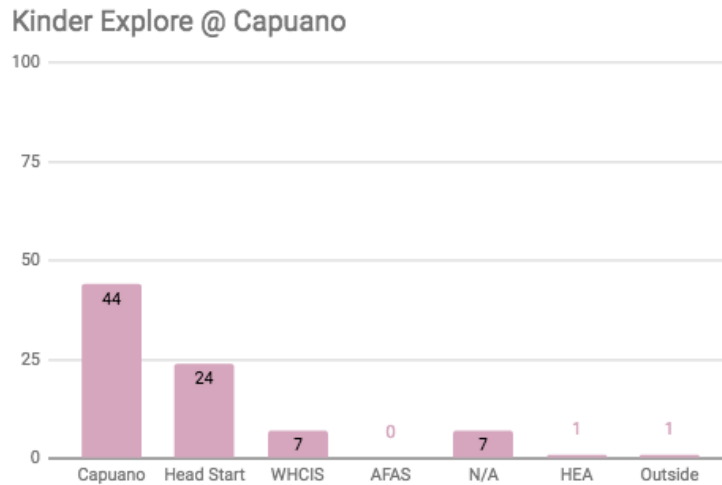
*\*This graph shows a trend of decrease enrollment from first grade to middle school. The spike in 6th grade is due to the addition of Breakthrough Collaborative.*

**Graph 4.** Percent of students enrolled by school as compared to total number of students per school.



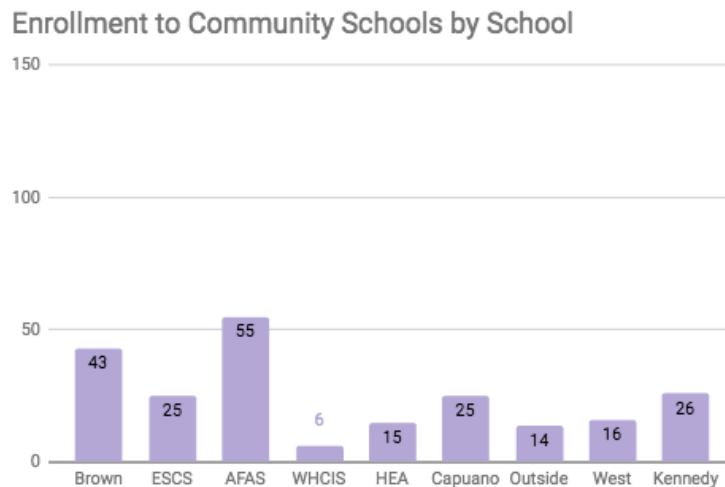
The following graphs show student enrollment in the specific programs and their sending schools.

**Graph 5.** Students who enrolled in Kinder Explore Program

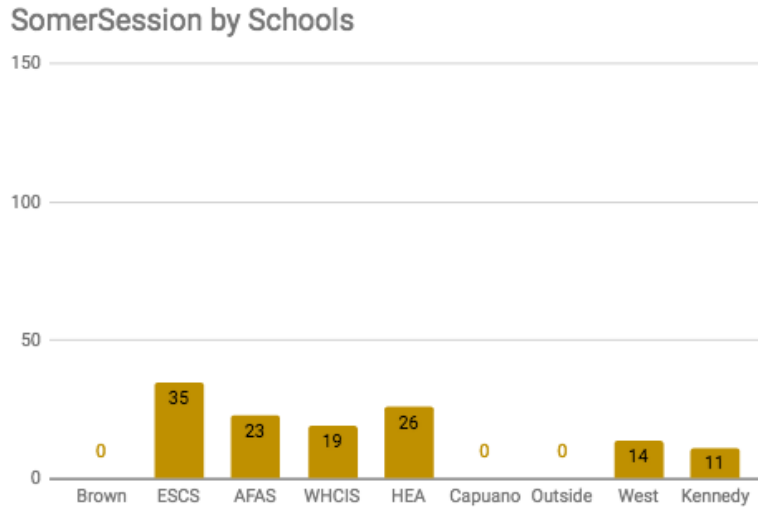


\*Argenziano School has one Pre-K classroom. None of those students attended the Kinder Explore Program. Only one student from the Healey School attended. Parents probably did not feel it was needed since the student were continuing at those schools.

**Graph 6.** Student enrollment in Community Schools Adventure Program by school.



**Graph 7.** Students enrolled in the academic summer school (SomersSession) by sending school.



**APPENDIX**

*Guidelines for Planning and  
Implementing Summer Programs in the  
Somerville Public Schools*

**Planning**

Planning for summer school should start in January. Coordination with several departments must happen early in order to ensure effective staffing and use of school buildings,

Month	Tasks at District Level	Tasks for Summer Program Coordinators
<b>January</b>	Human Resources (HR) posts jobs for Summer Program Coordinator and Assistant Coordinator. District’s Administrative Team hires Summer Program Coordinator and Assistant Coordinator. HR reviews job descriptions for Directors and Assistant Directors of the programs. Preliminary dates and times of professional development and summer school should be determined.	Collaborate with HR to review job postings Collaborate with District Administration to determine summer school dates. Review application for the use of buildings during the summer. Send out applications to outside providers. Reach out to outside providers and provide application form.
<b>February</b>	HR posts jobs for directors and assistant directors. Hire and confirm directors and assistant directors. Outside providers submit applications by the end of the month.	Initiate contact with Department of Public Works (DPW) and Department of Public Health (DPH). <i>*Determine school buildings that cannot be used</i> <i>*Provide tentative list of programs to DPH &amp; DPW</i>

<b>March</b>	SFLC Summer Fair Directors provide Summer Program information which includes dates and time to Summer Program Coordinator.	Meet with DPW and discuss placement of programs. Update registration forms and provide in four languages to all directors. Collaborate with SFLC to prepare catalog for parents and school administrators.
<b>April</b>	Training with program directors. Directors in the same building meet to plan use of cafeteria, computer lab and library. <b>Enrollment begins as soon as 3rd quarter ends</b> Principals discuss with staff how to determine recommendations for summer school after the 3rd quarter closes. School team provides recommendations to directors of summer programs.	Contact school administrators to report the use of their buildings during the summer. Coordinate with them use of the rooms. Confirm to outside providers placement of their programs.
<b>May</b>	<b>Continue enrollment</b> Provide initial list of students with medical needs to DPH	Report programs' locations to Leah Arredondo Start creating attendance sheets. Provide the maps of each building to DPW with color coding of rooms being used by each program, and the rooms that would be accessible for cleaning and maintenance.
<b>June</b>	Enrollment deadline at least 2 weeks prior to last day of school. Directors finalize class lists and room assignments. <b>Training/PD for teachers and staff:</b> <b>Possible dates: June 27 or 28</b> <b>Programs begin.</b> <b>Possible dates: July 8 - Aug 2</b>	Finalize attendance sheets and share with program directors. Attend Professional Development sessions at the different sites. <b><i>*It is highly recommended that all programs happen during the same period of time. Programs that go for more than 4 weeks should start a week earlier</i></b>
<b>July</b>	Resume all summer programs	Daily ongoing support from Coordinators to Directors/Site Coordinators
<b>August</b>	Conclude all summer programs	Exit meetings with directors. Collect attendance data.

**Before Summer Programs Begin:**

1. Training/Professional Development/Planning (to be shared with Program Directors during Training Session)
  - a. Directors and site coordinators
    - i. Receive training in lockdown and emergency procedures.
    - ii. Enter student information from registration forms into Google Spreadsheet.
    - iii. Implement the assessment tool (report card) to evaluate and make recommendations for each program at the end of the summer.
    - iv. Recommended agenda for Professional Development for teachers and support staff (including outside agency staff)
    - v. Meet and greet.
    - vi. Emergency/lockdown procedures
    - vii. Mandated reporter (51A)
    - viii. Attendance procedures
    - ix. Schedules
    - x. Provide class rosters to staff
    - xi. Pre and post assessment information and data collection requirements
    - xii. Discuss behavior management and pickup/dismissal procedures

- xiii. Plan and submit requests for field trips (if applicable)
  - xiv. Distribute curriculum materials
  - xv. Provide planning time for teachers
- b. Secretaries and door monitors
    - i. Receive list of programs in building and room assignments
    - ii. Receive class rosters for each program
    - iii. Receive training in building security procedures, emergency procedures, and visitor sign-in and sign-out

**During Summer Programs:**

1. Attendance procedures
  - a. Monitored by Summer Coordinator and Assistant Coordinator
  - b. All programs must take daily attendance, and attempt to contact parents of that are not in attendance.
  - c. Site coordinator will contact food services daily to report the number of students in attendance.
2. Building security
  - a. All entry doors should be locked during the program day. Propping doors will not be allowed.
  - b. Any doors being used for entry of students/staff/parents need to be staffed, either at the door, or via an intercom/buzzer system.
  - c. All staff members, including custodians, should have IDs visibly displayed.
  - d. All parents/visitors must sign in and receive a visitor pass, and be instructed to sign out when they leave.
  - e. Efforts should be made to have consistent custodial staff for the duration of the program.
3. Behavior management
  - a. Teachers should be trained on a protocol to follow if there are problems with behavior: Who to contact? How to report?
  - b. Teachers should work with counseling staff (if present) to meet the behavioral/emotional needs of students using positive/proactive interventions.
  - c. Significant behavioral incidents should be reported to the site coordinator and/or director
  - d. If incidents are particularly severe, or ongoing, report should be made to summer programs coordinator.
  - e. Summer programs coordinator is available to go to any site to assist in urgent situations.
4. Summer Programs Coordinator
  - a. Collects and compiles student rosters, including information on any no-shows.
  - b. Makes regular site visits to each school.
  - c. Checks door security and other building safety measures
  - d. Checks in with site coordinators on program status and any problems/issues/questions
  - e. Is “on-call” throughout the program day to assist site coordinators with issues related to student behavior, building security, etc...
  - f. Collects and compiles attendance data each week.
  - g. Checks in regularly with Central Office staff to report on status of programs and concerns.

**After Summer Programs End:**

1. Directors and/or site coordinators will...
  - a. Add final attendance data to Master Spreadsheet
  - b. Meet/debrief with Summer Program Coordinator
2. Summer Programs Coordinator will...
  - a. Compile attendance and enrollment data from all programs and submit to central office.
  - b. Meet with directors to discuss “report card,” including areas of strength, and recommendations for next year.
  - c. Prepare review and report
  - d. Meet/debrief with central administration