

**CITY OF SOMERVILLE, MASSACHUSETTS  
SCHOOL COMMITTEE**

**Monday, November 5, 2018 – Regular Meeting**

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

**Members present:** Mr. Futrell, Ms. O’Sullivan, Dr. Ackman, Ms. Normand, Mr. Green, Alderman Ballantyne.  
**Members absent:** Mayor Curtatone, Ms. Pitone, Ms. Palmer.

**I. CALL TO ORDER**

Chair Green called the meeting to order at 7:09 p.m. with a moment of silence followed by a salute to the flag of the United States of America.

Chair Green asked Superintendent Skipper to call the roll, results of which were as follows: PRESENT – 6 – Mr. Futrell, Dr. Ackman, Ms. O’Sullivan, Ms. Normand, Alderman Ballantyne and Mr. Green. ABSENT – 3 – Mayor Curtatone, Ms. Palmer and Ms. Pitone.

Ms. Pitone arrived at 7:15 p.m.

**II. PUBLIC COMMENT**

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

**III. REPORT OF SUPERINTENDENT**

**A. DISTRICT REPORT**

- Professional Teacher Status

Superintendent Mary Skipper opened the evening’s remarks by highlighting that this is her most exciting meeting of the year. Jackie Lawrence shared her personal pride for the accomplishment of many Somerville teachers reaching Professional Teacher Status. Ms. Lawrence highlighted the excellent relationship between the school district and teacher’s union, and shared her excitement and appreciation for this collaboration.

Superintendent Skipper thanked Mariana McDonald and Jean Cabral from the Human Resource Office and Karen Woods from Educator Development for being present this evening as well. The following teachers were recognized for their accomplishment, with those highlighted in attendance.

School / Location	Last Name	First Name	Grade	Subject Taught
Argenziano School	Lamagdeleine	Kelsey	PK-8	Resource Room
Brown School	Berube	Meghan	Grade 1	All Subjects
Brown School	Voigt	Emily	Grade 1	All Subjects
Capuano E. C. Ctr.	Giltinan	Valerie	PK-K	Academic Coach
Capuano E. C. Ctr.	Morgan	Christianna	PK-K	Educator Counselor
District-Wide	Lopez	Teresa	District Wide	ELL Specialist
East Somerville Community School	Burkard	Caroline	Grade 4	All Subjects
East Somerville Community School	Sood	Naina	Grade 5	Grade 5
East Somerville Community School	Williams	Brittany	PK-8	Reading
Evaluation Center	Phruksachart	Melanie	District Wide	School Psychologist
Full Circle / Next Wave Alternative Schools	Doneghey	Elizabeth	Multi Graded	Crisis Counselor
Full Circle / Next Wave Alternative Schools	Hazard	Nicole	Special Education	English
Healey	Hermann	Julia	Grades 3/4 (4)	All Subjects
Healey School	Memont	Jessalyn	Grade 7/8	Special Education

Kennedy School	Song	Samantha	Grade 1	All Subjects
Kennedy School	Tosches	Lindsey	Grade 6	All Subjects
Kennedy School	Bayul	Samphel	Grade 2	All Subjects
Somerville High School	Corbett	Patrick	Grades 9 to 12	Mathematics
Somerville High School	Day	Robert	Grades 9 to 12	Carpentry
Somerville High School	Linville	Thomas	Grades 9 to 12	Art
Somerville High School	O'Reilly	Cindie	SHIP	Special Education
Somerville High School	Petrucci	Deanna	Resource Room	Special Education
Somerville High School	Piper	David	Grades 9 to 12	Spanish
Somerville High School	Richard	Lindsey	Grades 9 to 12	Art
Somerville High School	Sait	Naima	Grades 9 to 12	French
Somerville High School	Martorana	Tammy	Grades 9 to 12	Dental Assistant Instructor
Somerville High School	McDevitt	Meaghan	Grades 9 to 12	Health Assisting Instructor
Somerville High School	Williams	Jessie	Grades 9 to 12	ESL
W. Somerville Neighborhood School	Desrochers	Lorin	Grade 5	Math and Science
W. Somerville Neighborhood School	Roque	Marissa	Grades 7/8	Social Studies
W. Somerville Neighborhood School	Shulman	Danielle	Grade 4	All Subjects
W. Somerville Neighborhood School	Whitton	Katie	Grades 6 to 8	Spanish
West Somerville Neighborhood School	DeBenedictis	Stephen	Kindergarten	SEI Integrated
Winter Hill Community Innovation School	Senecal	Benjamin	PK-8	Physical Education

Mariana McDonald shared her pride that 34 teachers had reached professional teacher status this year. There was a round of applause in recognition of these teachers' accomplishment.

Chair Green encouraged everyone to vote tomorrow and reminded everyone that the School Committee endorsed Yes on Question 3.

Mayor Curtatone arrived at 7:25 p.m.

The meeting recessed at 7:27 p.m. to congratulate the teachers for achieving Professional Teacher Status.

The meetings was called back to order at 7:40 p.m.

#### **IV. REPORT OF STUDENT REPRESENTATIVES**

Aislinn Cannistraro and Emily Nash gave the following report of activities at Somerville High School.

- Lock Down Drill today.
- Post-secondary Fair.
- The Spanish Club hosted a viewing of Coco.
- Somerville Boy's Soccer are NEC Champions of 2018 and are still in the running for the State Tournament after winning the first playoff game against Revere (second game tonight against East Boston).
- Advisory Classes talked about the 2018 Election and ballot questions.

- Students eligible to vote are excited to participate in tomorrow's election.
- Student Council created a petition for school-wide mental health improvement and gathered suggestions of what people would like to see changed.
- Student Council is also beginning the process of creating a campus freedom policy with the help of Principle LaGambina.
- The Guidance Office presented an Introduction to College Basics for Junior Families on November 1, 2018.
- On Saturday, October 27, an AP English Saturday Session was held at SHS, in addition to the ACT.
- This past Saturday, November 3, the SAT was held at SHS.

Ms. Pitone asked what were the students talking about in terms of freedom?

Student representatives responded that they're basically an open campus so they're advocating for students to be able to go to local restaurants for lunch.

Superintendent Skipper applauds the students for looking into this as part of the SHS redesign.

Chair Green heard from some students during office hours about an open campus.

Mr. Futrell mentioned this came up 4-5 years ago before Supt Skipper. He will revisit these notes and history.

#### **V. REPORT OF SUBCOMMITTEES**

##### **A. School Committee Meeting for Long Range Planning:** September 26, 2018 (Chair Green)

MOTION: To accept the report of the School Committee Meeting for Long Range of August 29, 2018.

##### **B. School Committee Meeting for Educational Programs and Instruction:** October 15, 2018 (Ms. O'Sullivan)

MOTION: To accept the report of the School Committee Meeting for Educational Programs and Instruction.

##### **C. School Committee Meeting for Long Range Planning:** October 24, 2018 (Chair Green)

MOTION: To accept the report of the School Committee Meeting for Long Range Planning of October 24, 2018.

Subcommittee reports held until next regular School Committee meeting.

- Kennedy Pool

Ms. Skipper: The Kennedy Pool has been a tremendous asset, and as such, has received great attention. In addition, Rich Cheney recently passed away and this allowed us to look at how we might re-envision and expand community access to the Kennedy Pool. This has gone to Finance and Facilities, and been supported by the committee and Mayor Curtatone. The draft MOU will allow us to maintain school programming but transfer management to the Parks and Recreations Department.

Mayor Curtatone praised Rich Cheney. He added that the Parks and Recreations Department is in a strong place to take over successful management of the pool.

Jill Lathan gave thanks for inviting her to come tonight. She would like to see every child in Somerville have the opportunity to swim. They want to keep the schools access to the pool during the school day but expand access in nights and weekends.

Mr. Futrell feels confident that the partnership with the city is strong and able to figure things out like security and existing programming. They reviewed the financials of this in detail with Director Latham, Director of Finance Fran Gorski, and Principal Mark Hurrie.

Mr. Futrell then read the Finance and Facilities report from Oct 17, 2018.

##### **D. School Committee Meeting for Finance and Facilities:** October 17, 2018 (Mr. Futrell)

MOTION: To accept the report of the School Committee Meeting for Finance and Facilities of October 17, 2018.

The Finance and Facilities subcommittee met the evening of Wednesday, October 17, 2018 at 7:15pm

(immediately following an Executive Session). In attendance for the subcommittee were myself and Ms. O'Sullivan. Also in attendance were Mr. Green, Superintendent Skipper, Finance Director Gorski, Data Coordinator Kenya Avant, Director of Parks & Recreation Jill Lathan, Kennedy School Principal Mark Hurrie, and the City of Somerville's Finance Director Ed Bean.

We first discussed management of the pool at the Kennedy, specifically transferring of management responsibilities from Somerville Public Schools to the City of Somerville. The district and the city brought forth many considerations that will need to be addressed prior to a decision, while I'll get to, but ultimately the district feels it is not the best use of district resources nor is it aligned with district expertise to maintain management oversight of the pool, especially with the passing of Rich Chaney. The city concurs and is willing to take this on under the Department of Parks and Recreation.

The proposal on the table, which will require the approval of this body, will be governed by a Memorandum of Agreement between the district and the city. Both the city and the district expect this agreement to outline prioritization of access for special education and other students to the pool including swim team training, security and safety of our children with increased community access to the pool, and financial implications.

Finance Director Bean foresees setting up an enterprise fund to house all financial matters, similar to the ice rink, which would be set up before the 2020 fiscal year begins. Of note, the finances in FY18 showed revenue of \$152k, expenditures of \$180k (for a net deficit) deriving from approximately \$130k of salaries and \$40k of non-salary expenditures. These expenditures are expected to be higher in the coming year as the pool requires an overhaul investment, as well as an investment in refreshing policies, procedures, and protocols. All of these expenditures would be shifted to the city's budget.

In addition to security, and the consideration of ensuring that adults who interact with our kids undergo CORI checks, the district and the city agree to develop a plan to train pool staff who will be interacting with SPS students who have special needs and/or IEPs.

A motion was made by Ms. O'Sullivan, and seconded by Ms. Normand, to advance this issue to the full School Committee. This motion passed unanimously.

We next reviewed the Bill Rolls for May, June, July, and September after a delay from our last meeting. Ms. Normand moved and Ms. O'Sullivan seconded approval of these reports, which were passed unanimously. We discussed a few items on the reports, including educational organization dues, revolving accounts, and investments in science curriculum.

We then reviewed the Expenditure Report for September, noting that our investment in bilingual services and special education are higher than straight line would suggest due to normal encumbrance patterns and a slight accounting adjustment.

In upcoming meetings, we plan to address weighted student formula, FY18 EOY report, community schools (tomorrow, here at 6pm), in addition to normal monthly business.

The meeting ended at 8:15pm.

MOTION: Motion by Mr. Futrell to approve subcommittee report, seconded by Ms. Normand. Motion was approved via voice vote.

MOTION: Motion by Mr. Futrell to pass the bill role, seconded by Ms. Normand. Motion was approved via voice vote.

Alderman Ballantyne asked if these would be similar to other enterprise funds? Mayor Curtatone will get back to School Committee on this question.

Ms. Pitone hopes that priority will be given to residents and not outside groups. Mayor Curtatone stated that Dilboy and Veterans Rink are DCR facilities. The Kennedy Pool will be a Somerville facility only, so preference will go to Somerville residents.

MOTION: Motion by Mr. Futrell to support the Superintendent and City's partnership to expand access to the Kennedy Pool, seconded by Ms. O'Sullivan.

Ms. Pitone asked if Kennedy Principal Mark Hurrie has been involved. Mary Skipper responded, yes, he has attended all the Finance and Facilities meetings related to the Kennedy Pool. Mr. Futrell asked from the Superintendent that School Committee have a report back on this MOU.

Motion was approved via voice vote.

## **VI. NEW BUSINESS**

### **A. Human Capital Strategy Report**

Superintendent Skipper introduced Mariana McDonald and Karen Woods. Ms. McDonald read the mission and vision of the SPS Human Resources Department. She gave credit to Jean Cabral and Sharon Ellis for the successful rollout of the Frontline Absence Management System. This helps with tracking staff absences and recruiting more subs. Superintendent Skipper mentioned that this helps the district forecast absences. Ms. McDonald highlighted that the Human Resources Department has attended 9 career fairs and held a Somerville Public Schools Career Fair. There is a substitute shortage across the state, so we are actively working to recruit more substitutes. We are also thrilled to have promoted a number of key internal SPS staff members.

Superintendent Skipper commented that the district realized that we need to partner with local universities and expand our pipeline of the diverse candidates in SPS. In addition, our most diverse district populations are paraprofessionals and students. We are continuing to work on professional pathways for paraprofessionals.

Ms. McDonald highlighted that this year, the district had 84% retention for staff — a five percent jump since last year. Superintendent Skipper echoed that this was an incredible accomplishment over a single year period. Ms. McDonald then turned over the presentation to Ms. Woods to talk about educator development.

Ms. Woods started by stating that she is excited to talk about Educator Development and highlight some of the new things that we're doing to induct, mentor, and support staff members. Every new educator gets a new mentor; we now have three Mentor Coordinators, who are stipend teachers, across the district. Frontline has been a big help in the district. We provide substitute coverage for new teachers to do peer observation. Ms. Woods then highlighted data about the Induction and Mentoring program, which is in its first year. Superintendent Skipper added that induction is so important because of how many teachers leave in the first three years of their role.

Ms. Woods highlighted her work on educator evaluation, particularly meeting regularly with the joint study team. This work is done in close communication with the STA and Jackie Lawrence. Four teachers on directed growth plans or improvement plans have moved off these plans in one year. We have moved to teacher led professional development programs. Teachers design and other teachers elect to take these courses. 300 educators participated in PD modules in the first year; excited for year two of this program, 15 Peer supports piloted this year. All of this work is part of our human capital strategy.

Alderman Ballantyne stated that she has been a parent in the Somerville Public Schools for 16 years. She appreciates the excitement and energy of this great program. Ms. Pitone added that the work to go beyond assessment is phenomenal. How much does staff contributions to supporting other staff get recognized in the evaluation? Ms. Woods responded that professional culture is heavily involved in the evaluation, and peer support is a key part of professional culture.

Mr. Futrell stated that hiring new staff costs the district a lot. It's a meaningful improvement for district retention to go from 79% —> 85% in a single year.

Dr. Ackman asked if they could expand a little more on what the pipeline for our paraprofessional is? Ms. MacDonald responded that they try to hire the paraprofessional into the teacher profession. Ms. Woods added that they have opened select modules to paraprofessionals when they are relevant to their career growth. Superintendent Skipper stated the more skilled the paraprofessionals are, the more helpful they can be for teachers.

Mayor Curtatone left the meeting at 8:45 p.m.

STA President Jackie Lawrence mentioned that last negotiation created a pathway to licensure. Also the district offers a day off for when paraprofessionals graduate.

Ms. O'Sullivan commended all that the district is doing to develop staff. One question about summer PD: what are the opportunities? Ms. Woods will look this number up but the answer is there are many summer development opportunities. Ms. Woods highlighted twice weekly "Spanish for Educators" course, which had 16 participants over the summer.

Chair Green stated that in the interest of time, he will submit some written questions. He's heard great things about the new substitute system Frontline. Jackie Lawrence also said feedback about Frontline has been positive. Members than thanked Ms. McDonald and Ms. Woods for their presentations and for answering questions.

MOTION: Motion by Dr. Ackman to approve Oct 15, 2018 minutes, seconded by Ms. Normand  
Motion approved via voice vote.

**B. Somerville Public Schools Policy Manual**

The following policy is being presented this evening for first reading:

- File GBAA: Diversity Hiring Policy

Superintendent Skipper started by saying that in the majority of our schools, we have significant student diversity and many students of color. This policy is an attempt to increase the diversity of our staff and to ensure that we're being more intentional about our recruiting and hiring. Diversity of background and language abilities, for example, are important factors in better supporting our students.

Mr. Futrell mentioned that there is some literature which says that one diverse candidate can affect the outcome of searches. Has the district looked into this research? Superintendent Skipper responded that the language of "at least one" was suggested by our legal counsel. Chair Green commends Superintendent Skipper for the work on this. He believes this policy is an important step in the right direction for the district.

Ms. O'Sullivan asked if there is research on voluntary disclosure? Superintendent Skipper replied, there is and this can signal our hiring policy. We are working with the City on improving voluntary disclosure procedures.

Ms. Normand stated that we have shifting legal grounds and changing policy. Would like to take up this policy next week. Ms. Normand added that the outdated "handicap" language is offensive. Ms. Normand asked that the district check with Mike Long on whether this language can be modified.

The School Committee requests administration invite Attorney Mike Long to attend the next SC meeting on November 19, 2018.

In the interest of time, Superintendent Skipper will hold on her district report until the next School Committee meeting.

**C. Snow Emergency Policy**

Chair Green expressed that we should all do our part to promote this policy that keeps school open for our students.

Dr. Ackman stated that a constituent mentioned that in Wakefield, students do online modules for credit. She asked about "blizzard bags".

Superintendent Skipper said the state has put forward a way for districts to apply for alternate credit options. But this opens up lots of opportunities for inequity. We are looking at "blizzard bags" which will come before Ed Programs soon.

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

**January 17, 2019 and February 28, 2019** Next Wave/Full Circle Students will visit Pats Peak in Henniker, NH. Transportation via school van. Cost per student is \$25.

MOTION: Motion by Dr. Ackman to approve fieldtrips, seconded by Mr. Futrell.

Motion Approved via voice vote.

**E. FY2018 SCALE/ADP Graduate** – (recommended Action: approval)

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

Mohamed Said Mohamed                      Somerville, MA 02144

MOTION: Motion by Mr. Futrell to approve the SCALE/ADP graduate, seconded by Ms. Pitone.

Motion was approved via voice vote.

## **VI. ITEMS FROM BOARD MEMBERS**

### **Ms. Pitone**

She asked about the plan for revising School Committee goals. Ms. Pitone also asked about the Superintendent Evaluation policy, particularly the timing. Chair Green stated that this will be taken in in the next Long Range Planning meeting.

Ms. Pitone asked about the participation rate on Somerville Learning 2030 campaign. She requested an update and timeline on this project.

## **VII. ADJOURNMENT**

Prior to adjourning, Ms. Normand expressed the School Committee's condolences for the following person who recently passed away:

Lily Trujillo de Montani, mother of Flor Apolaya, SFLC Family Outreach Liaison

The meeting was adjourned at 9:39 p.m. via voice vote.

### **Related Documents:**

Agenda  
Human Capital Strategy Report  
File GBAA: Diversity Hiring Policy  
Snow Emergency Policy

**CITY OF SOMERVILLE, MASSACHUSETTS  
SCHOOL COMMITTEE  
CENTRAL OFFICE CONFERENCE ROOM – 8 BONAIR STREET  
REGULAR MEETING – NOVEMBER 5, 2018 – 7:00 P.M.**

Somerville Public Schools - School Committee Vision Statement/Goals

**AMENDED 11/02/18**

*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**

- October 15, 2018

**IV. PUBLIC COMMENT**

**V. REPORT OF SUPERINTENDENT**

**A. District Report**

- Professional Teacher Status
- Kennedy Pool

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**VII. NEW BUSINESS**

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

Mohamed said Mohamed      1366 Broadway Apt #4A      Somerville, MA 02144

**VIII. ITEMS FROM BOARD MEMBERS**

**IX. ADJOURNMENT**



## SOMERVILLE PUBLIC SCHOOLS HUMAN CAPITAL DEVELOPMENT

Mary E. Skipper, Superintendent of Schools

Mariana L. MacDonald, Director of Human Resources

Karen K. Woods, Administrator for Educator Development

## HUMAN CAPITAL STRATEGY



## MISSION STATEMENT

The SPS Office of Human Resources develops and retains a highly qualified and diverse workforce so as to prepare our students to be the best possible citizens for our ever-evolving society.

In support of our district's principles, values, vision and mission, our office is committed to providing all SPS staff a stable work environment with opportunities for learning and personal growth. Most importantly, employees will be provided the same concern, respect and caring attitude within the organization that they are expected to provide to all our students and other stakeholders.

## VISION STATEMENT

The vision of the Somerville Public Schools Human Resources Department is to contribute to the recognition of Somerville Public Schools as a preferred and premier employer. Our office will contribute to this vision by creating a reputation of service to potential candidates, building trust and credibility for all staff, and offering assistance on human resource matters.

## WHAT'S NEW IN HUMAN RESOURCES?



### FRONTLINE ABSENCE MANAGEMENT SYSTEM

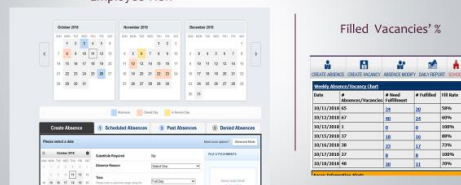


Frontline tracks employee absences, places substitutes and electronically captures actual time worked, allowing school districts to improve accountability and gain greater visibility into who is working in each building at any given time.

When teachers or other staff members need to take time off, Frontline helps ensure that a qualified substitute is ready to fill in.

## VISUAL

### Employee View



## RECRUITING

### Job Fairs

We attended 9 career fairs last year. For the SPS Career Fair, over 300 educators attended and all schools were represented. We have booked April 13, 2019 for this school year's job fair – mark your calendars!

### Substitute Recruiting

Substitute recruiting is ongoing – non-stop. It's well documented that there is a substitute shortage. We have met with two potential companies that serve schools in attaining substitutes: Parachute Teachers and Swing.

### Key Internal Promotions

We also had a lot of movement within the school district with ten (10) key staff promoted to administrative positions. Among them are: Glenda Soto, Interim Principal of the Argenziano School; Larry Silverman, Assistant Principal of the Argenziano School; Felix Carballo, Assistant Principal of the Capuano Early Childhood Center; Joan White, Assistant Director of Finance; Lisa Glus, Payroll Manager; Sheila Freitas-Haley, Supervisor of Health and Wellness; Chris Glynn, Assistant Principal of the Healey School; Francis Joseph, Dean of Students; Patricia Murphy-Sheehy, Math Department Chair; Marie Foreman, Assistance Principal; and Emily Blitz, ESL Department Chair.



- Somerville Public Schools is a proud member of the Massachusetts Partnership for Diversity in Education (MPDE).
- Through this group we make an effort to bring ideas to the table and strategize about how districts can attract more minorities into the education field. This year I will be part of the Pipeline Opportunities committee.
- We've also met with Sandra Hindenlitter, DESE Lead Administrator for Increasing Teacher Diversity; we were able to provide Sandra with our insight on why minorities are not going into the education field.
- MPDE is committed to recruiting and assisting in producing career opportunities for educators and administrators from diverse backgrounds and forming collaborative relationships that will enhance staff diversity within our school districts.

Figure 10. Black enrollment in teacher preparation programs, by state where program is located: 2013-14

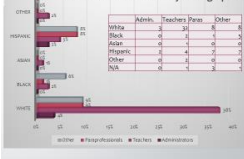


Figure 11. Hispanic enrollment in teacher preparation programs, by state where program is located: 2013-14

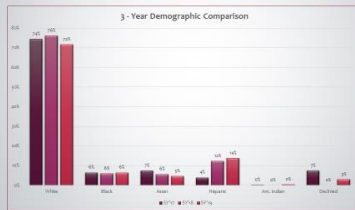


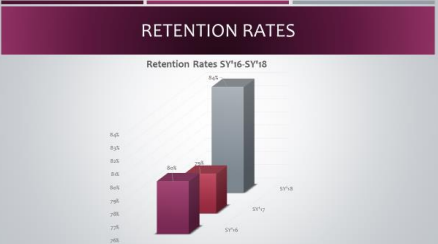
SOURCE: Based on data from U.S. Department of Education, Office of Postsecondary Education, 2010; Higher Education Act Title reporting system.

### New Educator Positions by Demographics



## DEMOGRAPHIC COMPARISONS





### INDUCTION & MENTORING

- In collaboration with HR, revamped New Educator Orientation with an instructional focus
- Curriculum-based summer PD for some teachers
- One-to-one mentors for new SP5 educators and administrators
- Carefully developed Mentor Program
- Series of new educator meetings throughout the year
- Development of a robust induction plan
- Expansion of induction activities to other educator groups

### INDUCTION & MENTORING: DATA HIGHLIGHTS

Statement	Mentors - 61 Average (out of 4)	New SP5 Educators - 42 Average (out of 4)
I benefited from working with my mentor/mentee	3.61	3.46
I was provided with the information and support to have a successful mentor/mentee relationship	3.56	3.32
I knew the goals of the Mentor Program	3.75	3.39
My mentor/mentee and I achieved the goals of the Mentor Program	3.51	3.46

In your opinion, what was the most positive/helpful aspect(s) of the Mentor Program?

- It was nice to get to know another teacher and see her in action!
- My mentor was a teacher in my field so he had a lot of great ideas and resources for my lessons.
- The monthly meetings and being able to go my mentor when I had a question.
- It was wonderful being new to a district and building to have a "go-to" person who I knew I could trust.
- The relationship built with my mentor.

### EDUCATOR EVALUATION

- Collaborate with and support instructional leaders in order to help educators grow in their practice
- Mentor and provide training for new SP5 administrators about the implementation of the educator evaluation system
- Observe teachers and provide targeted, actionable feedback
- Focus on culture and relationship building; model values and practices
- Meet regularly with the Educator Evaluation Joint Study Team
- Make recommendations for changes to the system to emphasize the parts of the process that improve teaching and learning (observations, conversations) and deemphasize the parts of the process that detract from the process (public, evidence)
- Figure out how to get better data from the process in order to inform needs and drive PD decisions

### EDUCATOR EVALUATION: DATA HIGHLIGHTS

Evaluation by the Numbers	2017-2018		2018-2019	
	Teachers	Administrators	Teachers	Administrators
Developing Educator Plans	178	32	168	29
1 <sup>st</sup> Year Developing Plans	70	12	59	12
Self-Directed Growth Plans	344	36	345	35
Directed Growth Plans	3	0	3	0
Improvement Plans	1	0	0	0

### PROFESSIONAL DEVELOPMENT & SUPPORT

- Development of a differentiated, robust, district-wide PD module program
- Coordination of summer PD
- Streamlining of our online PD software (Frontline Professional Growth)
- District ILT meetings to discuss PD needs and vision
- Monthly instructional leader development meetings
- District-wide Peer Supporter position

### PROFESSIONAL DEVELOPMENT : DATA HIGHLIGHTS

PD MODULE PROGRAM	2017-2018
Number of Modules Offered	35
Number of Modules Ran	21
Number of Participating Educators	304
Number of Unique Educators	182
Number of Instructors	29
Number of Schools Represented	10 (100%)

Sample PD Module Titles:

- Songs, Rhymes, and Games for Classroom Teachers
- Building a Trauma-Sensitive Classroom
- Partnering with Students to Increase Classroom Engagement
- Culturally Responsive Teaching and Recognizing Student Resistance
- Fostering Oral Language Development
- Clinical Judgment in a School Setting for SP5s, OTs, and SACs
- Supporting Executive Function Skills in the Classroom
- Teaching with a "Maker Mindset": An Introduction to Integrating MakeSpace Activities & Project Based Learning into Your Lessons

### PROFESSIONAL DEVELOPMENT : DATA HIGHLIGHTS

PD MODULE PROGRAM	333 Educator Responses Average (out of 5)	Educator Feedbacks
The presenter(s) was knowledgeable about the topic	4.82	A very important topic, and we discussed some excellent strategies. The presenter was very knowledgeable about the subject and always willing to help us above and beyond.
The presenter(s) was well-prepared	4.82	The presenter was super well prepared and very knowledgeable on the topic. One of the best PDs I've ever attended.
The materials used were high quality and useful	4.65	I really learned a lot in this PD. I appreciate the depth and breadth of knowledge the presenter brought to the PD. I'm leaving with actual strategies that I can implement tomorrow to help these students. I would love to see this training flourish.
The duration of the learning opportunity was adequate to meet the stated objectives	4.57	
You were able to achieve the stated objectives of the learning opportunity	4.60	
The information you received will help you improve your work	4.65	
You are able to implement something new you learned through this opportunity in your work	4.67	
You would recommend this PD opportunity to others	4.69	I enjoyed this PD and appreciate the presenter's sensitivity to educators' workload. She is highly respectful of her audience and easy to engage with and thus learn from.

### PROFESSIONAL SUPPORT : DATA HIGHLIGHTS

**Peer Supporters** – 6 out of 6 Peer Supporters provided feedback about their experience

- 66% (4 out of 6) felt the support was beneficial to the educator
- 33% (2 out of 6) were not sure whether or not the support was beneficial to the educator
- 50% (3 out of 6) felt the scope, responsibilities, and expectations of the position and the relationship should be clarified

**Peer Educators** – 5 out of 6 Peer Educators provided feedback about their experience

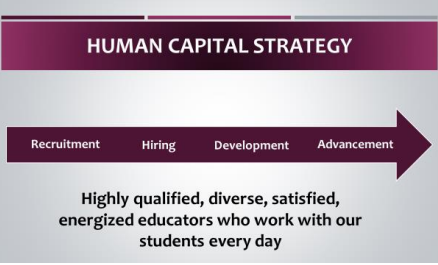
- 80% (4 out of 5) felt the support received from the Peer Supporter was beneficial
- 60% (3 out of 5) felt the scope and responsibilities of the Peer Supporter position should be clarified

**Key Takeaways:**

- This seems like a very appropriate support for educators in the district who transition to new, different roles
- For those educators who were identified as needing support because of evaluator concerns with their performance, Peer Supporters need more direction from the evaluator(s) about what to work on

### EMPOWERMENT & RECOGNITION

- Nellie Mae Grant, 18-month planning grant: **Building Educator Leadership Pathways**
- Elevation of current leadership positions
- Streamlining of our district survey processes
- SHS Cultural Proficiency Committee – how to best support educators of color
- Pathways to licensure for paraprofessionals
- Cultivation of partnerships for educator pipelines



## **Workforce Diversity Policy**

With the goal of diversifying the district's staff to reflect the district's diverse student population, a Principal and/or Hiring Administrator must interview at least one of any minority candidates meeting the minimum qualification requirements for the position before he/she can forward a recommendation of hire to the Superintendent. Recommendation of hire forwarded to the Human Resources office without this requirement being met will be returned to the Hiring Administrator. The district shall make best efforts to recruit and include at least one minority candidate through and including the finalist stage for each position.

For the purposes of this policy, "minority candidate" shall mean a candidate for employment having minority status relative to a "protected class," as defined in 804 CMR 3.01(1): "The term 'protected class status' shall include race, color, religious creed, national origin, sex, sexual orientation, age and ancestry. Qualified handicapped persons shall be deemed as members of a protected class and as such shall have protected class status."

**For Winter 2018/19, It's a Park EVEN Snow Season**  
*also*  
**Parking Will No Longer be Allowed in School Lots During  
Snow Emergencies**

SOMERVILLE – As snow season approaches, the City of Somerville reminds all residents that for the winter season 2018-2019, the side of the street where snow emergency parking is allowed is the *even* side. The City's snow removal policy for public streets requires that residents park only on one designated side of the street during snow emergencies (unless otherwise posted). One-sided parking is needed to allow plows to push snow to the other side of the street to ensure safe passage for emergency vehicles and others. Any exceptions for designated streets will be posted with official roadside signage. For example, roads that have parking only on the odd-numbered side of the street year-round will also park on the odd side during snow emergencies.

**School Lots No Longer Available During Snow Emergencies**

The City also announced that, for the first time, **parking will *not* be allowed in school parking lots during snow emergencies**. Four hours after a snow emergency is called, gates to school parking lots will be closed and locked until the emergency is lifted. The goal of this change is reduce the number of snow day school cancellations by allowing the Department of Public Works adequate time to clear the parking lots overnight and in the early morning hours following a snow event so that they will be available for school teachers, staff, and student drop-off. Keeping schools open when conditions allow provides students with equitable access to the best learning environment and the many services that our schools provide.

Additional off-street parking will still be available in other municipal parking lots such as the metered lots in business districts. As always, we also encourage residents with access to driveways to please use them during snow emergencies or, if not needed, make them available to neighbors to help alleviate demand for on-street parking. A map of available municipal lots for snow emergency parking can be found at [www.somervillema.gov/snow](http://www.somervillema.gov/snow), along with general snow emergency policy information.

The City welcomes feedback on all policy changes including parking changes and all constituent feedback on this change will be given careful review. We do, however, hope that residents will unite in working with us to prioritize school openings by accommodating this important change.

**Sign Up for City Alerts**

As a reminder, the City of Somerville offers a free alert system, available for phone calls, emails, and text messages, to keep you in the loop in advance of snow emergencies as well as other important city information. If you are not already registered, you can sign up by visiting [www.somervillema.gov/alerts](http://www.somervillema.gov/alerts), or by calling 311 (617-666-3311 from outside the city). *Note: Database glitches resulting in your not receiving messages pertaining to parking restrictions, including snow emergencies, do not automatically qualify you for dismissal or reimbursement of tickets and/or tow fees. Please review signage on your street, pay close attention to temporary signage, and review our parking policies and snow emergency policies.*

**Please Pay Attention to Information Sources When Snow is Approaching**

In addition to direct City alerts, the city announces snow emergencies in a number of ways, including but not limited to announcements to local and regional TV, radio, print, online, and social media news sources; alerts on the City's website [www.somervillema.gov](http://www.somervillema.gov); alerts via the 311 Somerville App; postings on the City's social

media feeds including [www.fb.com/somervillecity](http://www.fb.com/somervillecity) and [@somervillecity](https://twitter.com/somervillecity); alerts on City Cable TV (Comcast Ch. 22, RCN Ch. 13 & Ch. 613); and flashing blue lights at major intersections.

Prior to and during the winter season, reminders in the City newsletter (sign up at [www.somervillema.gov/eNews](http://www.somervillema.gov/eNews)), on the City website, on banners and signage across town, electronic message boards, and flyers on cars are used to remind residents of snow emergency parking policies.

### **Snow Emergency Parking Information**

- Once a snow emergency has been declared, residents have four hours to move vehicles to the correct side of the street, or into a designated municipal parking lot.
- Vehicles not moved during this window of time may be ticketed (\$100 fine) and towed (\$100 fine assessed by the tow company).
- Vehicles parked within 20 feet of any intersection may be ticketed and towed.
- For a list of designated municipal parking lots available for snow emergency parking, visit [www.somervillema.gov/snow](http://www.somervillema.gov/snow).
- Residents are encouraged to sign up for phone, email, and text alerts by visiting [www.somervillema.gov/alerts](http://www.somervillema.gov/alerts).

For more information on the City's snow removal and snow emergency policies, visit [www.somervillema.gov/snow](http://www.somervillema.gov/snow), or download the City's 311 app in [iTunes](#) or [Google Play](#), by searching "311Somerville."

- END -

