CITY OF SOMERVILLE, MASSACHUSETTS SCHOOL COMMITTEE

Monday, January 23, 2017 - Regular Meeting

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

Members present: Mr. Futrell, Ms. Palmer, Ms. O'Sullivan, Ms. Normand, Alderman White and Ms.

Pitone.

Members absent: Mr. Roix and Mayor Curtatone

I. CALL TO ORDER

Chairman Laura Pitone called a Regular Meeting of the School Committee to order in the aldermanic chambers at 7:05 p.m., with a moment of silence and a salute to the flag of the United States of America. Ms. Pitone asked for a roll call, the results of which are as follows: - Present - 6 -Futrell, Palmer, O'Sullivan, Normand, White, Green and Pitone and Absent - 2 - Roix and Curtatone.

II. STUDENT ADVISORY COUNCIL

Prior to Mr. Domond giving his report, Superintendent Skipper took a moment to announce that Dessources was recently awarded a Posse Scholarship to Union College. This is a full 4-year scholarship and a wonderful accomplishment. Congratulations to Dessources!! Members applauded Dessources on this wonderful accomplishment.

Dessources then provided a report on the following happenings at Somerville High School:

- Students were very busy cramming in a lot of learning in preparation for the recent mid-terms at Somerville High.
- Students are now adjusting to second semester schedule changes.
- Reported on the "Glow in the Dark Dance" on Saturday.
- Announced that the Trivia Team recently competed against Acton-Boxborough High School on the WGBH Trivia Show and that the competition will air on Saturday.

REPORT OF SUPERINTENDENT

A. Presentations:

• School Improvement Plan - Winter Hill Community Innovation School

Ms. Pitone announced that, unless there were objections, the next item would be the School Improvement Plan presentation by the Winter Hill Community Innovation School (slides at end of these minutes). Mrs. Skipper announced that the timeline and intent of the School Improvement Plans have been reworked. Work began back in August with data review and goal setting. Now, principals are at the point of reporting on improvement through these goals.

Mr. Chad Mazza stepped to the podium and started his presentation with a whip share whereby School Committee members introduced themselves and shared something interesting about themselves. Mr. Mazza asked Mr. Domond where he went to school before the High School and the response was Winter Hill, which made the Winter Hill staff even prouder of his accomplishments.

Following this icebreaker, Mr. Mazza went through his presentation which included detailed information on the following:

- Student Wellness History and Initiatives
- · Wellness Survey and results
- Student Focus Groups and Feedback
- · Wellness Goals
- · Next Steps for Wellness Area

Assistant Principal Julia Monroe presented information on the following:

- · Academic Focus Area of Literacy
- MCAS data
- · Current Initiative re: Literacy
- Academic Goals
- · Overview of Small Group Reading
- · Next Steps for Literacy

Following the presentation, discussion ensued which included the following:

- Mrs. Skipper expressed her pride in the staff and their love of their community. The fact that the staff zeroed in on what needs to be done to improve and taking specific steps to get to the level of improvement in their goals is commendable and the staff is to be applauded for that!
- Appreciation of candor
- Commendation regarding the focus on wellness
- · Question about Math achievement
- Happiness with the survey questions and the honest answers provided
- Comment on the Focus Groups and the message sent that these students really do matter
- The overall theme that the Winter Hill staff "own their work" and are determined to see all students succeed!
- All members were very thankful for this wonderful presentation.

The School Committee meeting was recessed at 7:53 p.m. so members could thank the presenters and their council members.

The meeting resumed at 8:02 p.m.

III. APPROVAL OF MINUTES

A. December 19, 2016 Regular Minutes

MOTION: Ms. Normand made a motion, seconded by Mr. Green, to approve the minutes. The motion was approved via voice vote.

IV. REPORT OF SUBCOMMITTEE

A. Educational Programs and Instruction Subcommittee: Dec. 12 (Mr. Roix)

Mr. Roix was absent this evening, so the report was deferred to our next meeting.

B. Report of Executive Session: Dec. 21 (Ms. Normand)

Ms. Normand announced that the School Committee met in Executive Session on December 21, 2016 in the Central Office Conference Room and that the following motions were approved in Executive Session and were brought forward this evening for approval in open session:

MOTION: Ms. Normand made a motion, seconded by Mr. Green, as follows:

- To offer to amend Section 5 of the Superintendent's employment contract dated December 22, 2014, by increasing her annual salary by 3%, from \$211,000 to \$217,330, retroactive to July 1, 2016, in light of her recent positive performance evaluation.
- b. To offer to add new language to the Superintendent's employment contract dated December 22, 2014, to authorize the Superintendent to adjust her work schedule during the 2017 summer vacation period, to enable her to complete her regular hours of work on four weekdays, rather than five; and
- c. To authorize the Chair of the School Committee to sign a contract amendment with the Superintendent, reflecting the changes in the preceding two motions, upon agreement by the parties.

The motion was approved on a roll call vote of Yes -6 – Futrell, Palmer, O'Sullivan, Normand, White and Green and ABSENT -2 – Curtatone and Roix.

C. Finance & Facilities Subcommittee: Jan. 10 (Mr. Futrell)

The Finance and Facilities Subcommittee met in the conference room at 8 Bonair Street on January 10, 2017.

In attendance were new subcommittee members: Mr. Green and Mr. Roix.

Also in attendance were Finance Director Gordon, Dr. McKay, Ms. Pitone, and STA President Lawrence

We began the meeting at 6:30pm.

On the agenda were: FY17 Expenditure Report, Bill Roll, Review of the FY18 budget process, orientation to the Finance subcommittee, and agenda items for the following month.

During our review of the expenditure report, we discussed when and how facilities updates get charged to a school. Specifically, an expense for carpet and for heating/cooling in a school drew the attention of the subcommittee as we explored where and how facilities costs get allocated to DPW, who owns all of the buildings and is responsible for maintenance and improvements. The subcommittee asked questions around the process for how we draw a line between a city vs. a district expense, and Finance Director

Gordon recommended that we continue the conversation at the next meeting of the subcommittee with the Superintendent present.

Additionally, we talked about the need for greater explanation and alerting when a budget line exceeds 100% of resources allocated for the year. Typically, this is not an issue due to small variances across the budget, and due to our fiscal discipline against major budget categories. As I've mentioned previously to this body, Finance Director Gordon is investing time into ensuring that our accounting for an expense occurs as close as possible to that actual expenditure, and I expect to be able to share more progress on this at a future date.

During our review of the bill rolls, we discussed the installation of Chromebook carts at the high school as well as outdoor adventure grant, among other things. Mr. Green moved and Mr. Roix seconded approval of the Bill Rolls.

Finance Director Green updated the subcommittee on the current budget process, detailing how he and his team were digging into budget requests and comparing finances against data to ensure that requests were appropriate and didn't signal a larger need across the school or across the district.

Regarding the budget timeline for 2017, Finance Director Gordon will be updating the committee with an updated timeline with dates within the next week. The March Finance & Facilities meeting on Tuesday, March 7 will include a review and prioritization of all budget requests from Principals and Administrators, as well as a review of the Capital Improvement Plan. As a reminder, this is the development process of the Superintendent's budget that reflect her priorities with our input.

The meeting adjourned at 7:25pm.

MOTION: Mr. Futrell made a motion, seconded by Ms. Normand, to accept the report of the Chair of the Finance & Facilities Subcommittee for the meeting of January 10, 2017. The motion was approved via voice vote.

MOTION: Mr. Futrell made a motion, seconded by Mr. Green, to approve the FY17 bill rolls. The motion was approved via roll call vote.

D. Educational Programs & Instruction Subcommittee: Jan. 10 (Ms. Normand)
The Educational Programs and Instruction Subcommittee met on January 10, 2017 in the conference room at 8 Bonair Street.

Members present: Carrie Normand, Paula O'Sullivan, and Lee Palmer

Other School Committee members present: Steve Roix, Dan Futrell, Andre Green, Laura Pitone

Also in attendance: Superintendent Mary Skipper, Assistant Superintendent Vince McKay, STA President Jackie Lawrence, SHS Headmaster John Oteri, CTE Director Leo DeSimone, and CTE General Advisory Committee Chairperson Thomas Bent and 15 audience members.

Ms. Normand called the meeting to order at 7:30

There were four items on the agenda.

1) Approval of Minutes for December 12, 2016. Delayed approval of minutes to clarify procedure when no current members were on committee on December 12, 2016.

2) Career and Technical Education Advisory Presentation

Mr. DeSimone shared CTE Highlights from 2015-15 including: 99% of 2016 CTE seniors are placed in either work, college/post-secondary education or the military, eight students earned medals at the SKILLS-USA competition, and receipt of multiple grants to purchase equipment and expand services. Mr. Bent reported an expansion of the Advisory Committee to further increase opportunities for students. Mr. Oteri shared the many ways students are getting hands on experience through the SHS Building Project. A number of current CTE staff are also SHS graduates. The number of students participating in the CTE program continues to increase.

Marissa Toner (Culinary Arts,) Zackary Keatley (Advanced Manufacturing, Manuel (Manny) Santiago (Graphic Design and Visual Communications,) and Jonathan Tobias (Electrical) each made a brief presentation. All four of these impressive SHS seniors are CTE ambassadors with ambitious plans for future education and careers. Each student reported that the CTE program and the supportive staff were instrumental in shaping their future plans.

3) Informational Item re: Feedback to DESE on proposed changes to the Educator Evaluation

Superintendent Skipper, Assistant Superintendent McKay, and STA President Jackie Lawrence presented the feedback they intend to jointly submit to DESE regarding proposed amendments to the educator evaluation law of 2011. Their shared opinion was that the current evaluation was working well and that the proposed changes would not be constructive. They emphasized the importance of the teacher evaluation process capturing a teacher's comprehensive performance and that a student's learning needs and progress are not reflected in a single test score.

4) Updates

Elementary Curriculum Coordinator Uri Harel's memo regarding the transition to MCAS 2.0 was distributed without discussion.

With no further business, the meeting adjourned at 8:55 pm.

MOTION: Ms. Normand made a motion, seconded by Ms. Palmer, to accept the report of the Chair of the Ed Programs Subcommittee for the meeting of January 10, 2017. The motion was approved via voice vote.

V. REPORT OF SUPERINTENDENT

B. District Report

- Happy New Year, everyone! We were excited to welcome everyone back after what we hope was a
 fun and restful winter break. Students and teachers came back energized and ready for the
 remainder of the school year. Thank you to all the students who participated in the 2017 Martin
 Luther King, Jr. Essay Contest, and their teachers and parents & guardians. The MLK Jr. Essay
 Review Committee had the very difficult task of selecting a few essays to be read at the Martin
 Luther King, Jr. Celebration last Monday. Congratulations to all the participants, and to the following
 winning essayists:
 - 1. Ella Sprick Somerville High School Grade 12
 - 2. Maria Aranibar Somerville High School Grade 11
 - 3. Elisa Dimagiba Somerville High School Grade 9
 - 4. Erin Gustus Somerville High School Grade 9
 - 5. Brayden Goldstein-Gelb East Somerville Community School Grade 8
 - 6. Veid Patel West Somerville Neighborhood School Grade 6
 - 7. Guitenberg Joseph West Somerville Neighborhood School Grade 5
 - 8. Isiah Daughin West Somerville Neighborhood School Grade 5
 - 9. Serena Hunter Black Brown School Grade 4
- Believe it or not, Kindergarten registration for the fall of 2017 kicked off last week. We are very
 excited to have launched our online registration system during this K registration cycle. I want to
 express my gratitude to Regina Bertholdo, Director of the Parent Information Center, and her
 amazing staff for their tireless work in ensuring that online system was ready for this year's K
 registration process. It took a tremendous amount of work, but will reap great benefits in the future
 as we continue to build on the system. The goal is to eventually make it a "one-stop-registration"
 process for families.

Kindergarten registration is going well. As of today, 106 registrations have come in so far. The online process has been going smoothly, with only one person reporting difficulty with the system. That person was referred to the vendor for assistance. Last week's Open Houses were a great success, with approximately 500 families visiting our schools during Open House hours on Wednesday, Thursday, and Friday. Next year, all registration will be done online.

Regina and her team are on their "Online Registration Assistance road show". The schedule for the sessions is as follows:

- Monday and Tuesday, January 23rd & 24th, 9:00 AM to 2:00 PM at the Capuano Early Childhood Center (150 Glen Street)
- Wednesday, January 25th, 9:00 AM to 2:00 PM at the West Somerville Neighborhood School (177 Powder House Blvd.)
- o Thursday, January 26th, 2:00 PM to 6:00 PM at the Healey School (5 Meacham St.)
- Friday, January 27th, 8:00 AM to 4:00 PM at the *Parent Information Center (PIC) (42 Prescott St.)

- Tuesday, February 7, 8:00 AM to 6:00 PM at the *Parent Information Center (PIC) (42 Prescott St.)
- Starting Monday, January 30th, registration assistance will be ongoing at the *Parent Information Center. *Registration assistance at the PIC will require a scheduled appointment. Please call 617-629-5670.
- On February 1, 2017, the Brown School will be recognized at the State House for being a
 Commendation School. The Brown School became the district's first school to be designated a MA
 Commendation School, a subset of Level 1 schools. Commendation Schools are recognized for their
 high achievement, high progress, and/or narrowing of proficiency gaps.
- The Winter Hill Community Innovation School is one of two finalists for the Pozen Innovation Prize.
 This prize comes with an award of \$80,000 and prestigious recognition of being an outstanding innovation school. The winner will be announced on April 4th.

VI. UNFINISHED BUSINESS

A. Somerville Public Schools Policy Manual

The following policy was presented this evening for second reading, as amended:

• File: IMG – Service and Therapy Animals

MOTION: Mr. Futrell made a motion, seconded by Ms. Palmer, to approve File: IMG – Service and Therapy Animals, as amended, for inclusion in the Somerville Public School Policy Manual. The motion was approved via voice vote.

VII. NEW BUSINESS

A. <u>SHS 2016 Evening School Graduate</u> – (Recommended Action: Approval)

Mr. John Oteri, SHS Headmaster, recommending that the following student, who has successfully completed evening school and earned the necessary credits, be granted a SHS diploma:

Jeffrey Cabral

MOTION: Ms. Normand made a motion, seconded by Mr. Futrell, to approve the Evening School Graduate.

The motion was approved via voice vote.

B. <u>FY2017 SCALE/ADP Graduate</u> – (Recommended Action: Approval)

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

Jonathan T. Moran

287 Main Street, Apt. #12

Medford, MA 02155

MOTION: Mr. Futrell made a motion, seconded by Mr. Green, to approve the SCALE/ADP Graduate. The motion was approved via voice vote.

C. 2017-2018 School Calendar

D. Field Trips (recommended action: approval)

March 10-12 2017

Somerville High School Boys and Girls Track to National Scholastic Championship in NY, NY. Transportation via school mini-bus with the only cost being for food and snacks,

April 7-8, 2017

Somerville High School Orchestra to Secaucus, NJ and New York, NY to perform and visit historical and cultural sites.

Transportation via coach bus with a cost of \$100.00 per student (sliding scale).

MOTION: Ms. Normand made a motion, seconded by Mr. Green to waive the reading of the field trips and approve.

Ms. Pitone took the opportunity to highlight the accomplishments of the student athletes who will be competing at the National Scholastic Track Championship.

The motion was approved via voice vote.

E. <u>Acceptance of Donations</u> (recommended action: approval)

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

Donation	Donor	City, State	Value	Program donated to
Knee Braces	Lisa Gimbel	Somerville, MA	TBD	SHS Athletics
Monetary	Jennifer Ballard	Somerville, MA	\$200.00	El Sistema
Monetary	Ruth Palombo	Arlington, MA	\$150.00	El Sistema
School supplies and gift cards	Doris Lowy	Arlington, MA	\$384.85	Students at Somerville High School
Monetary	Anonymous Donor		\$200.00	Capuano Food Service to help pay off lunch debt of students
Monetary	Comite Vicentino	Cambridge, MA	\$500.00	El Sistema
Monetary	Julie Engel/Virginia McGuire Foundation	Somerville, MA	\$7500.00	SFLC
Monetary	Pegasystems	Cambridge, MA	\$3000.00	STEM/Robotics

MOTION: Mr. Futrell made a motion, seconded by Ms. Normand, to approve the donations as listed above.

The motion was approved via voice vote.

Members expressed extreme gratitude for donations and highlighted the extreme generosity of Julie Engel and the Virginia McGuire Foundation and Pegasystems.

VIII. ITEMS FROM BOARD MEMBERS

Ms. Normand

This will be the first of many regular reports to the School Committee on the proposed Powderhouse Studios innovation school. Briefly, an innovation school is a district school often organized around a theme with increased school level flexibilities in finances, staffing, curriculum, professional development, and scheduling. Somerville Public Schools already has an innovation school, the Winter Hill Community Innovation School.

The Powderhouse Studios Innovation Committee (formally the Somerville STEAM Academy) reconvened in December 2016. Members include:

Mary Skipper, Superintendent, Somerville Public Schools
Mario Sousa, STA representative, Somerville High School CTE teacher
Steve Stephano, SPS teacher, Healey School
Jill Geiser, SPS principal, Healey School
Lisa Tatterson, Somerville parent
Ben Echevarria, Executive Director, The Welcome Project
Carrie Normand, Somerville School Committee
Bakhtiar Mikhak, Media Mods, Powderhouse Studios
Shaunalynn Duffy, sprout & co, Powderhouse Studios
Molly Josephs, sprout & co, Powderhouse Studios
Alec Resnick, sprout & co, Powderhouse Studios

The initial innovation plan was submitted to the district four years ago. The reconvened PHS Innovation Committee first met in December and is meeting weekly. The meetings are posted on city's website. meetings are open to the public.

Our first meetings have focused on staffing including hiring, pay, scheduling, and job titles with significant discussion about how the proposed innovation plan compares to current contracts in the district. After staffing, the committee will discuss student enrollments, scheduling, and learning content.

The innovation committee has agreed not to vote on individual topics, but to have a final vote on the entire plan at the end of this process. The Powderhouse Studios proposers will then negotiate with the unions on contract specifics before the entire package comes to the School Committee for a final vote. The School Committee will soon begin a multi-pronged community outreach effort to ensure transparency and to give the ample opportunity to hear from constituents.

I encourage School Committee members to read up on the DOE innovation school information. Ms. Marques sent us the link last week.

Our next meeting is this Thursday, January 26th, 3:00-5:00 in the Healey School Library.

Ms. Palmer

Announced that it has been her honor to attend the Sanctuary City meetings and be involved in the One Somerville campaign. Citizens, employees, neighbors, leaders, etc. are all welcome to attend this event on February 7 and help in offering solidarity to all!

Ms. Normand

Announced that she will be attending the MASC/MASS Summit on Poverty on March 10.

IX. ADJOURNMENT

Prior to adjourning, Mr. Green expressed the School Committee's condolences for the following family of staff members and former staff members who recently passed away:

- Clare Hern, mother-in-law of Kathleen Hern, teacher at the West Somerville Neighborhood School.
- · Robert McKay, father of Vincent McKay, Assistant Superintendent of Schools
- Jean Corey, sister of Debbie Burdulis, current Food Service employee and Ann Ragucci, retired Food Service employee in the Somerville Public Schools.
- Linda McGillicuddy, retired Counselor Educator from the Winter Hill Community School.
- David Wilson, brother of Kevin Wilson, Hockey Coach at Somerville High School.
- John Albanese, retired Supervisor of Custodians.
- Richard Messer, father of Cynthia Messer, teacher at the Healey School.
- · Edward Rossetti, former Utility Aide at Somerville High School.
- Yvette Jeanne Racca, mother of Betty Mulholland, retired teacher from the Brown School.

The meeting was adjourned at 8:55 p.m. via voice vote.

RELATED DOCUMENTS:

- 1. Agenda
- 2. Minutes of December 19, 2016 for approval
- 3. Policy IMG in current and draft form for second reading and approval
- 4. One (1) Somerville High School Evening School Graduate request
- 5. One (1) SCALE ADP Graduate request
- 6. Draft 2017-2018 School Calendar for first review
- 7. Two (2) Overnight Field Trip forms for approval
- 8. Six (6) Donation Acceptance forms
- 9. Four (4) Thank You letters for recent donations
- 10. Two (2) Condolence letters
- 11. The Winter Hill Community Innovation School PowerPoint Presentation

Winter Hill Community **Innovation School**

$\begin{array}{c} \textbf{School Improvement Planning} \\ \textbf{2016-2017} \end{array}$



Student Wellness Focus Area



History

2015-2016 Survey results indicated an area of concern around self-worth in the specific areas of relationships with teachers and peers, as well as feeling important in their classroom.

Current Student Wellness Initiatives

- Responsive Classroom (Year 4)
- Second Step (Year 1)
- Trauma-Sensitive and Mindfulness Professional Development
- Partnership with Home For Little Wanderers
- Canine Therapy through Bonnie Collins and B.O.N.E.S

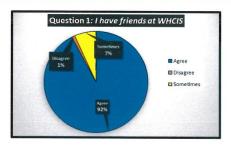
Our Own Follow-up Survey

We created a five question survey targeting three specific areas: belonging (2), connection (1) and rigor (2). The survey was translated into our target languages for more accurate student data.

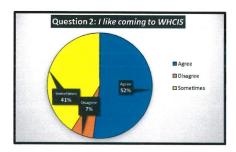
Survey

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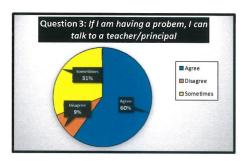
Survey Results



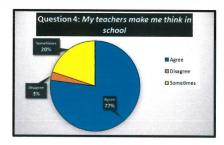
Survey Results Cont'd



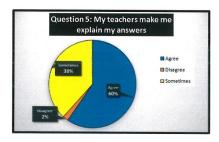
Survey Results Cont'd



Survey Results Cont'd



Survey Results Cont'd



Student Focus Groups

After analyzing the results from our survey we created focus groups to dig deeper and gain useful information to develop our wellness goal.

Student focus groups were created by grade level and met with school staff members to share their insights to specific questions around statements in which students answered disagree or sometimes to.

Focus Group Student Feedback

I like coming to WHCIS

Middle School students expressed enjoying time at home in their pajamas. It is not that they don't like WHCIS they really enjoy it here, Sometimes they just have other things they would prefer to do.

If I am having a problem, I can talk a Teacher/Principal

Many students expressed feeling comfortable going to a classroom teacher, principal, or counselor when they have an issue. Some students shared that they would tell their parents first and then tell someone at school.

My teachers make me think in school My teachers make me explain my answers

Many students expressed that their teachers make them think but they don't always have the opportunity to share their thinking.

Wellness Goals

By June 2017 75% of students in grades 3-8 will respond with "agree" to questions 2 and 3 as measured by our Wellness Survey.

By June 2018 90% of students in grades 3-8 will respond with "agree" to questions 2 and 3 as measured by our Wellness Survey.

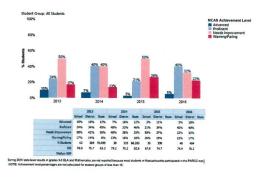
Next Steps For Wellness Area

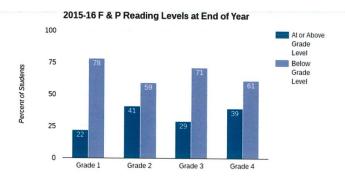
- Continue Responsive Classroom, Second Step, Canine Therapy and Mindfulness
- Create Wildcat Student Mentor Program through Student Council
- Create a staff/ student Advisory Program

Academic Focus Area: Literacy



Grade 3 MCAS Achievement





Current Initiatives - Literacy

- Small group instruction implementation, grades 1-5 (year 2)
- Review and refine expectations document
- Wilson Certification 2 special education teachers in progress
- $\bullet \;\;$ Grades 1-5 professional development in vocabulary development across all subject areas

Academic Goals

- By June 2017 students will achieve a 1.5 GE increase as evidenced by STAR and F&P Assessments
- By June 2018 students will achieve SGP of 65 in both ELA and Math as measured by MCAS assessments.
- By June 2017 85% of students in grades 1 through 5 will be reading on grade level proficiency as measured by the F&P Assessment.
- By June 2017 80% of students in grades 3 through 8 will respond "agree" to questions 4 and 5 as measured by our Wellness Survey.
- By June 2018 90% of students in grades 3 through 8 will respond "agree" to questions 4 and 5 as measured by our Wellness Survey.

Next Steps For Literacy

- Progress monitoring meetings based on F&P testing
- Expansion of daily small group reading to special education teachers and middle grades classrooms
- Development of flexible grouping structure across classrooms in all grade levels
- Expansion of professional development for special educators around intensive reading intervention (ex. Wilson, LIPS, REWARDS)
- Continuation of professional development around building vocabulary across all subject areas
- Revision of scheduling to increase literacy time and maximize resources for small group instruction
- Coaching focused on high level questioning and independence
- Integrate high level questioning and independence into Common Planning Time
- Professional development around providing feedback to students related to high level thinking and independence
- Observations and Walk-throughs focused on questioning and rigor
- Follow up survey June 2017 on questions 4 and 5 which address questioning and rigor
- Possible Learning Walks/ Peer Observations around questioning