

**CITY OF SOMERVILLE, MASSACHUSETTS
SCHOOL COMMITTEE**

Monday, November 20, 2017 – Regular Meeting

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

Members present: Mayor Curtatone (8:19 p.m.) Mr. Futrell (7:15 p.m.), Ms. Palmer (7:06 p.m.), Mr. Roix, Ms. O'Sullivan, Ms. Normand, Alderman White, Mr. Green and Ms. Pitone.

Members absent:

I. CALL TO ORDER

Ms. Pitone called the meeting to order at 7:04 p.m. with a moment of silence a salute to the flag of the United States of America.

Ms. Pitone asked the Assistant Superintendent to call the roll, results of which were as follows: PRESENT – 6 –Roix, O'Sullivan, Normand, White, Green and Pitone and ABSENT – 3 – Futrell, Palmer, Curtatone.

I. REPORT OF STUDENT REPRESENTATIVES

Our student representatives reported that all went well at the Homecoming Dance held last Saturday.

II. APPROVAL OF MINUTES

- November 6, 2017 Regular Meeting

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

III. REPORT OF SUPERINTENDENT

A. DISTRICT REPORT

• **Human Resources Hiring and Demographics Presentation**

Dr. Abeyta welcomed Human Resources Director Mariana MacDonald to the podium to provide her report on hiring and demographics. Mrs. MacDonald went through her PowerPoint presentation (slides at end of these minutes) which included the following:

- Mission and Vision Statements
- New hires, etc.
- Demographics
- Recruitment – next Somerville Job Fair is march 10, 2018 at the East Somerville
- Professional Development
- Retention

Following the presentation, discussion ensued which included the following:

- Retention and affordability of housing
- Second career teachers
- How we measure that we are a great place to work? – Via a yearly culture survey of teachers
- Comfort of staff of color
- Request for more detailed retention information, including by building
- Non-financial benefits
- Recruitment of more diverse staff
- **By All Means** - Last week, Somerville school, city, and community leaders convened at Harvard University for two days with leaders from five other cities across the U.S. that are taking an innovative community approach to ensuring equity in education, to continue the challenging work of addressing the persistent achievement gaps that have plagued communities across the nation for years.

As founding members of Harvard's "By All Means" Consortium, we are collectively looking at ways to develop comprehensive child wellbeing and education systems that help eliminate the link between children's socioeconomic status and achievement.

Through this process and under the leadership of Mayor Curtatone and Superintendent Skipper, Somerville has embarked on a bold and coordinated plan to address what we see as some of the most pressing barriers to equitable access and opportunity for our youth.

Our focus as part of this initiative has been on expanding opportunities and access to high-quality early education in a mixed-delivery system, and expanding opportunities and access to high-quality out-of-school-time programming that meets the varying needs of our families.

We are making steady progress and look forward to continuing to expand on this work, working alongside our city and community partners to ensure that *all* kids can reach their full potential.

- **Parent-Teacher Conferences** are continuing through the end of this month. Please visit our website calendar of events for a complete listing of conference dates and times.
- **November is National Literacy Month.** We still have a few more days remaining to celebrate National Literacy Month! If you haven't already done so, we encourage you to bundle up and take a **StoryWalk around Somerville** this weekend.
- **Thanksgiving Break.** A reminder that the Thanksgiving break begins mid-day on Wednesday, November 22nd. All students will be dismissed at noon on Wednesday, and all schools and district offices will be closed on Thursday and Friday, November 23rd and 24th. We wish you a very Happy Thanksgiving!

IV. REPORT OF SUBCOMMITTEES

A. Educational Programs & Instruction Subcommittee: October 24, 2017 (Ms. Normand)

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

Also in attendance:

Assistant Superintendent Almi Abeyta, Superintendent Fellow Jeff Curley, SPS Early Education Director Lisa Kuh, SPS Innovation Project Specialist Jason Behrens, Citizen School Somerville Program Director Yoelinson Castillo, Citizen School Massachusetts Executive Director Megan Bird, Breakthrough Executive Director Elisa Spellman, Breakthrough Somerville Program Director Jennie McDonald-Brown

Audience Members: One

Ms. Normand called the meeting to order at 6:31 pm.

There was one item on the agenda.

Somerville Public Schools Out-of-School Time

Superintendent Fellow Curley led the presentation. He gave an over of the presentation citing the need for more out of school programming with a focus on the middle grades, enhancing current programming, expanding learning opportunities for students especially previously underserved students, and developing a task force to further out-of-school opportunities.

Current SPS programs include Community Schools, All-City Middle School Ensembles, and El Sistema. Community Schools runs the largest afterschool program for students preK-5. Their enrollment has grown to 713 students in 2017-18, including recent ELL and preK expansions. All-City Middle School Ensembles include Band, Chorus, String Orchestra, and Marimba. El Sistema, in its 6th year, is now fully enrolled with 85 students.

SPS brought in several new and exciting out-of-school partners this year. Citizens Schools is a four day/week program for 5th and 6th graders. Currently it is based at ESCS with 77 students enrolled. They provide enriching learning opportunities that will equip them with real-world skills and guide them toward college and career success. Breakthrough Greater Boston (BTGB) started recruiting 6th graders from every school who will start as rising 7th graders in the program this summer. BTGB anticipates enrolling a new cohort of 50 students each year resulting in 300 students in grades 7-12. Students will participate in both intensive summer programs and afterschool programming to increase college access and persistence. BTGB also has a teacher development component working with college students hoping to get them excited about education and possible becoming teachers. This dovetails with the district's Human Capital plan to recruit a more diverse staff. Innovation Project Specialist Jason Behrens will lead the Calculus Project which is designed to increase the number of African-American and Latino student who enroll and succeed in high level math courses culminating with the study of calculus their senior year. The Calculus Project will be offered to all eligible students and will have chapters at ESCS, WHCIS, and WSNS. The Boston Debate League has launched pilot debate teams at ESCS and SHS. If this pilot is successful, we expect to expand debate teams to more schools next year.

An Out-of-School Taskforce has been launched to increase communication and coordination across Somerville's SPS providers, city providers, and community partnerships. It is modeled after our Early Education Taskforce. Both are efforts to better serve students and families in part by providing information through one point of entry and providing a comprehensive menu of out-of-school options. The district is exploring ways to increase access for students by increasing transportation.

With no further business, the meeting adjourned at 8:12 pm.

MOTION: Ms. Normand made a motion, seconded by Mr. Green, to accept the report of the Chair of the Educational Programs & Instruction Subcommittee meeting of October 24, 2017.

The motion was approved via voice vote.

B. School Committee Meeting for Rules Management: November 6, 2017 (Mr. Green)
Called to order at 6:03. Adjourned 6:17 Reconvened as Committee of the Whole 6:18 Adjourned again at 7pm

In attendance A. Green, L. Palmer, S. Roix, D. Futrell. As committee of the whole L. Pitone, C. Normand

Also in attendance. J. Curley, M. Skipper. A. Abeyta

Motions

- Motion by D. Futrell to change clause in BEDH-E. Adding sentence to #1 of the guidelines: "Public comment is intended for the SC to receive input from the public, but not as a method to receive specific requests which should be channeled through school and district leadership, or individually to a School Committee member. Passes unanimously
- Strike last sentence of #6 in guidelines. Carrie's amendment, unanimously approved.
- Add Executive Secretary and phone number line to the blank in guideline #7. — Laura's amendment, unanimously approved.

Motion to approve Amended guidelines by D. Futrell, seconded by L. Palmer

In favor: 3-D. Futrell, L. Palmer, A. Green

Opposed. C. Normand, S. Roix

MOTION: Mr. Green made a motion, seconded by Ms. Palmer, to accept the report of the Chair of Rules Management for the meeting of November 6, 2017.

MOTION: Mr. Green made a motion, seconded by Ms. Palmer, to approve File: BEDH-E – Guidelines for Public Comment for inclusion in the Somerville Public Schools Policy Manual.

Discussion ensued and several amendments were made to the Guidelines document, as follows:

MOTION: Ms. Normand made a motion, seconded by Mr. Green, to amend section number 3 to read, as follows: *Speakers are allotted 3 minutes each to speak, though depending on the number of speakers, the Chair has discretion to limit comment to 2 minutes.*

The motion was approved via voice vote.

MOTION: Mr. Futrell made a motion, seconded by Ms. Palmer, to reorder the document so that Sections 2 and 3 become sections 1 and 2 and the original section 1 would now become section 3. The reasoning was that section 1 has somewhat of a negative connotation and we would prefer to start with positive, information language.

The motion was approved via voice vote.

MOTION: Ms. Normand made a motion, seconded by Mr. Green to amend section 4 to read as follows: *Public Comment is a matter of public record. Speakers should be aware that all meetings of the School Committee are filmed live on Public Access and are recorded for future viewing. Public Comments will also be made part of the minutes of the meeting. Submission of a written copy is encouraged. Comments with a written submission will be summarized in the official minutes.*

The motion was approved via voice vote.

Following discussion and amendments, the guidelines were approved, as amended, via voice vote.

C. Finance and Facilities Subcommittee: November 15, 2017 (Mr. Futrell)

Report deferred to our next meeting.

D. School Committee Meeting for Long Range Planning: November 15, 2017 Ms. Pitone
The School Committee met for Long Range Planning on November 15, 2017. The meeting was called to order at 7:35 p.m. in the Conference Room at Central Office.

Attendees: Steve Roix, Dan Futrell, Lee Palmer, Andre Green, Laura Pitone, Paula O'Sullivan, Carrie Normand, Superintendent Skipper, Assistant Superintendent Almudena

The School Committee has been working through a process to identify the Long Range initiatives that best support and progress the SPS Vision and Goals. Long Range initiatives have a longer time horizon than our traditional 2 year goals and are significantly complex with respect to level of investment (time and resources) as well as cultural shifts necessary to both consider and implement.

After capturing concerns and opportunities of interest to all members in the Spring of 2017, the Vice-Chair and Chair identified several concerns to be considered by the subcommittees. This Fall, the Vice-Chair, Chair and administration drafted a process to explore the remaining concerns and opportunities to aid in prioritization of those that will be further explored in School Committee's Long Range activities. A four-block matrix was used, with one parameter being complexity to implement and the 2nd parameter scope of impact. Complexity to implement considered both the resources necessary (people-power and money) and the scope of the change -- from adaptive, which requires significant cultural changes in expectations and to "technical changes" which are more contained to a specific area or group that doesn't require as much change in mindset or practice. Scope of impact was determining how implementation of an idea was expected to impact both the achievement of the district's goals and the population of students and staff that would be impacted. SC members did homework to make their assessment of each initiative based on the two criteria, as well as rank each item to prepare for the group process.

After a great amount of discussion, highlights which will be shared below, the following four items were identified to be the focus of Long Range activities in the future. An additional list of topics was identified that would benefit from the School Committee's participation in consideration, but the administration would lead the efforts, also listed below.

SC Long Range focus:

- Examining Cultural proficiencies and power structures in the district, which includes equity in the district
- Long Term Enrolment Strategy (population, programming, school choice which includes Brown model, Unidos expansion consideration)
- Long Term Labor Relations/Supporting Human Capital strategy

SC Participation in Consideration of the following topics (scheduled by Superintendent/Chair in Regular or Subcommittee meetings in 2018 and beyond if necessary):

- Enhancing middle school programming as K-8
- Developing a comprehensive transportation plan
- Enhanced planning/resources to increase family access & engagement
- Delivering on an afterschool and OST equity plan
- Assessment and Accountability (standardized testing and beyond)
- High school Structures
- K-8 World Language Strategy

Complex discussion points shared:

- World language K-8 strategy
 - Interest in reconsidering the current middle school model of testing into Spanish
 - Students where Spanish is their native language may not be getting the opportunity to lead or shine due to the testing requirement.
 - Concern that it is choking other languages at the HS level
 - Impact can be high to provide language to all -- research is so positive
- Sped - Moving forward with a vision enhanced inclusion. Ask Rules to add it to a future agenda item
- ELL
 - Model being reconsidered and recommendation for budget season
 - Reduce transitions for our ELL students
 - Strive for better model to meet needs of the level 1, 2 & 3
- Accelerated learners
 - Many SC members have heard from families on this topic
 - Stronger core instruction plays a role in meeting needs
 - Long Term plans to implement pedagogy to enhance both small group instruction and project based learning will aid in addressing
 - Short term plans include programming like the middle school accelerated math partnered with the calculus project programming that provide different pathways to enrichment based on what is most accessible to student. The district will continue to identify these

- discrete opportunities where there is open access for all students. Without broad access there can be unintentionally strain on the opportunity gap the district is striving to close.
- HS structures include tracks - less complains
- Future will consider portfolio & competency based assessments

Consideration of SC Goals and practices were tabled for a future Long Range meeting, in addition to further development of the identified long range topics.

The meeting was adjourned at 9:15 p.m. via voice vote.

MOTION: Ms. Pitone made a motion, seconded by Ms. Normand, to accept the report of the Chair for the School Committee meeting for Long Range Planning of November 15, 2017. The motion was approved via vote voice.

V. UNFINISHED BUSINESS

A. Shore Collaborative Representative Report (Ms. Normand)

Somerville is one of eight member districts of the Shore Educational Collaborative. As Somerville’s member of the Board of Directors, I’m required to report out to the full School Committee annually.

Briefly, the Shore Educational Collaborative offers special educational and day services for behaviorally and academically challenged students from pre-school through age 22 years. The Collaborative serves students presenting with multiple and intensive medical needs, developmental delay, intellectual impairment, and autism as well as conduct, behavioral and social/emotional needs. In addition to these programs the Collaborative has an Interim Alternative Education Setting (45-day program) for students who may have violated their sending districts student conduct policy or need other evaluations done in an alternative setting. The Collaborative also offers consultation, professional development and operational services to educators and school administrators.

I had hoped to present the most recent figures from the auditor’s report. Unfortunately, the November meeting had to be rescheduled due to lack of quorum and we’re still trying to settle on a date. I can say that Executive Director Jackie Clark and Assistant Executive Director Bob Alconada are always extremely well prepared and able answer even the most detail questions.

If any member has specific questions about Shore Educational Collaborative or wants to join me on a tour of the facilities, please let me know.

B. School Committee email list – deferred to our next meeting.

VI. NEW BUSINESS

A. 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	Wilber-Coverys Corp on behalf of Andrea Harris	Boston, MA	\$1000	CTE Skills USA
Monetary	Joy Lucas	Cambridge, MA	\$2,000	To purchase five (5) Chromebooks for CTE Program
Monetary	Mercedes Benz of Boston	Somerville, MA	\$1,200	Student scholarship for Costa Rica Trip
Gift cards – 4 @ \$50 and 1@ \$25	Red Bones Restaurant	Somerville, MA	\$225	Student scholarship for Costa Rica Trip
Monetary Grants	Center for Collaborative Education	Boston, MA	\$20,000	\$10,000 to WSNS and \$10,000 to SHS

MOTION: Mr. Green made a motion, seconded by Ms. Normand, to accept the donations, with gratitude. The motion was approved via voice vote.

A question arose as to why only certain grants come to the School Committee meetings for acceptance. It was suggested that this be a topic of discussion at a future Finance and Facilities meetings.

A request was also made for additional information regarding the grant award from the Center for Collaborative Education. An email will be sent with that information.

VII. ITEMS FROM BOARD MEMBERS**Ms. Palmer**

1. Asked about reports from meetings and how to share information. Requested people to email her for now. Should be a topic of future planning.
2. Asked for a link on our home page for people to view the livestream of our School Committee meetings.

Mr. Futrell

1. Asked about packets being made public

Mayor Curtatone

1. Wished everyone a Happy Thanksgiving.
2. Congratulated our sports teams on a great season and reminder the audience that the Football Team will be facing Cambridge on Wednesday night for their annual Thanksgiving game.
3. Reported on the removal of temporary protective status for Haitian citizens who came to the US following the ????. Mayor Curtatone has been in touch with our legislative team and he is not backing down. Everyone is welcome here. Somerville is a compassionate, welcoming place.

Ms. Normand

1. Encouraged everyone to attend the Somerville Track PAC's Craft Fair on the Saturday after Thanksgiving from 9:00 – 3:00 in the High School gym.
2. At the fair there will also be items for sale that will benefit a scholarship fund for students wishing to attend the Costa Rica trip in April.

Mr. Green

1. At the next meeting, there will be a report given on the recent School Committee Office Hours.

Ms. Pitone

1. Asked for a preview of the agenda items for the upcoming subcommittee meetings. They are as follows:
 - Ed Programs – 11/28 – Social Emotional and Recess
 - Finance & Facilities – 12/13 – Review of information, formatting, using information in budget planning, enrollment
 - Rules Management – 12/4 – Gender Identity, Budget Planning policies, Forecasting the 2018 Rules agendas
 - Ed Programs – 12/19 – Somerville High School Program of Studies

Ms. Pitone asked that subcommittee chairs add information regarding their next meetings at the end of their reports.

VIII. ADJOURNMENT

The meeting was adjourned at 9:07 p.m. via voice vote.



Somerville Public Schools Human Resources

Mary E. Skipper, Superintendent of Schools
Mariana L. MacDonald, Director of Human Resources

Mission Statement

The mission of the Somerville Public School District centers on Education, Inspiration and Excellence. It is the goal of the Office of Human Resources to support this vision and recruit, develop and retain 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 provide all Somerville Public Schools 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, trust and credibility for all staff in the way it handles information and offers assistance on human resource matters.

Somerville Public School's HR Staff

Come into our office and you'll find four of the friendliest staff in the district.

Besides myself, the staff consists of:

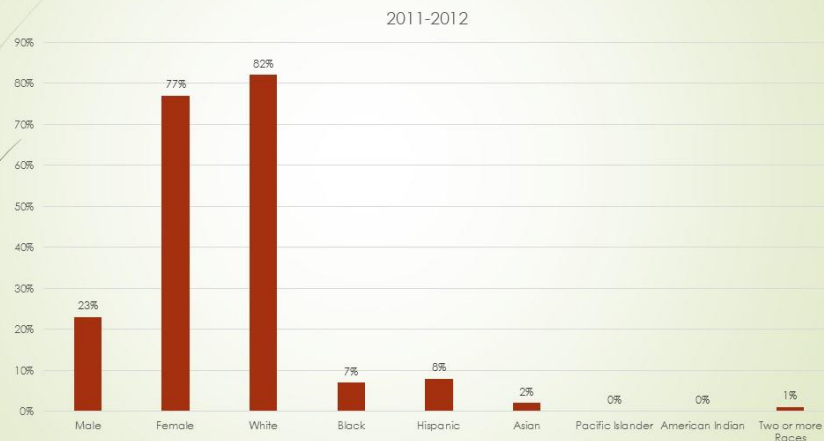
- Sharon Ellis, HR Assistant Director
- Jean Cabral, HR Administrative Assistant
- Katherine Santiago, Principal Clerk

- After one year, Sharon has been working hard and learning the system. She processes all request for hires and is now learning to do investigations.
- Jean is the one responsible for all the postings, hiring letters, starting the onboarding for new hires and coordinating career fairs.
- Katherine, oversees all the CORI and Fingerprinting, she collaborates with Jean on the onboarding process and makes sure all paperwork is in.
- We are all cross trained so that when one is out – HR does not stop.

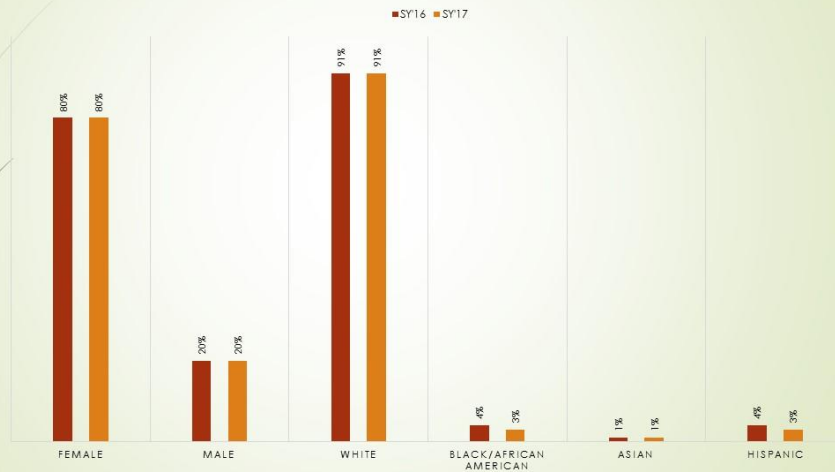
National Statistics (U.S. Department of Education, 2016)

- 82% of public school teachers were white.
- 7% of public school teachers were black.
- 8% of public school teachers were Latino.
- Black males make up only 2% of the teaching workforce nationwide.
- K-12 educators were less likely to be black or Hispanic than early learning educators (particularly those of teaching in Head Start or teaching without a bachelor's degree).
- Only 20% of public school principals were individuals of color.
- 75% of individuals enrolled in a teacher preparation program in institutions of higher education are white.

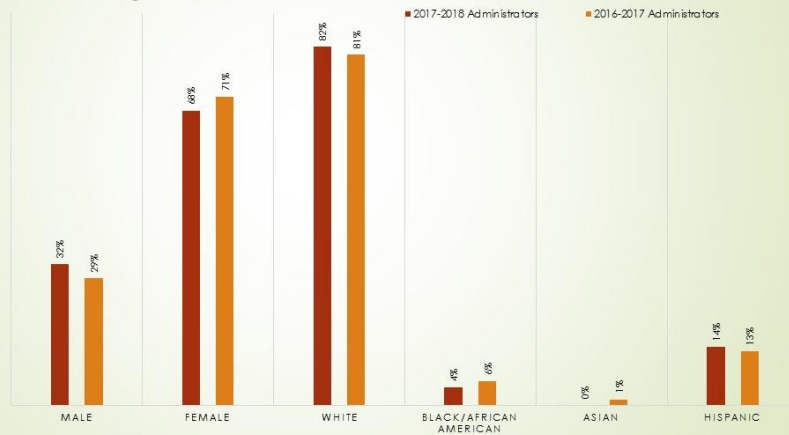
National Center for Educational Statistics – National Teacher Demographics



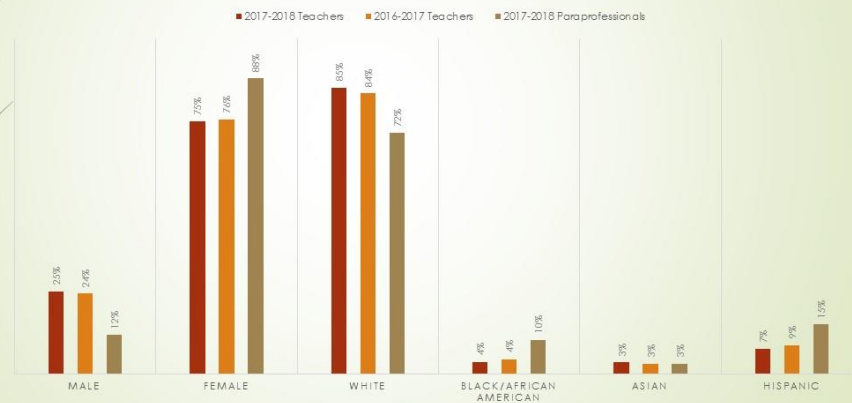
2015-2017 Statewide Demographics



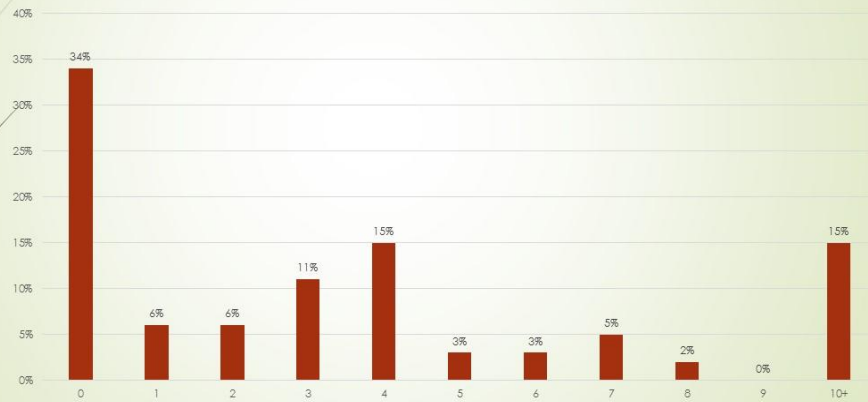
2016 – 2018 Administrators Demographics - Somerville



2016-2017 Teachers and Paraprofessionals Demographics-Somerville

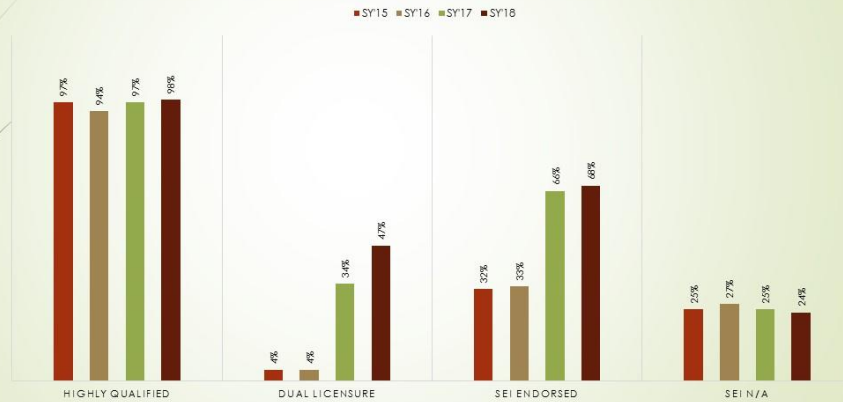


Years of Experience of Teachers Hired in Somerville for School Year 2017-2018



Licensure Analysis

LICENSURE COMPARISON FROM SY'15 THROUGH SY'18



2015-16 - Educator Evaluation Performance Rating for Somerville

	# of Educators to be Evaluated	# Evaluated	% Evaluated	% Exemplary	% Proficient	% Needs Improvement	% Unsatisfactory
All Educators	511	496	97.1	17.5	78.0	3.8	0.6
Administrators	50	49	98.0	26.5	73.5	0.0	0.0
Teachers	413	408	98.8	15.7	78.9	4.7	0.7
Teachers-Professional Status	259	258	99.6	19.8	77.5	1.9	0.8
Teachers-Non-Professional Status	154	150	97.4	8.7	81.3	9.3	0.7

Educators by Age Groups Report by Full-time Equivalents (2016-17)

	District	State
Under 26	51.5	7,361.5
26-32	167.6	20,781.3
33-40	151.3	24,501.4
41-48	116.5	27,220.9
49-56	131.0	26,539.5
57-64	117.0	19,863.8
Over 64	25.3	4,053.5
Total	760.2	130,321.9




Recruit – Develop - Retention

Develop

■ Develop

- Providing Professional Development
- Provide Reimbursement to paraprofessionals for professional advancement
- Mentoring for new teachers
- Opportunities to dual licensure by internship opportunities
- Rides Initiative professional development opportunities in conjunctions with Harvard to rethink integration, diversity, race equity and inclusion. ESCS is on it's second year and we are starting a districtwide initiative



Retention

- Retention
- Providing Professional Development
- Providing Mentoring and coaching for teachers in need (Mentor Coordinators and newly created Peer Supporter positions)
- Teacher Leadership opportunities (Teacher Modules – PDs run by teachers for teachers)
- Administrative Certification
- Creating an environment of value and respect while promoting a culture of trust and confidentiality

Questions