

CITY OF SOMERVILLE, MASSACHUSETTS

SCHOOL COMMITTEE

Monday January 11, 2016 – Regular Meeting

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

Members present: Ms. Palmer, Alderman White, Ms. Pitone, Mr. Roix, Mayor Curtatone (7:42 p.m.), Mr. Futrell (7:39 p.m.), Mr. Green, and Ms. Normand

Members absent: Mr. Bockelman

ORDER OF BUSINESS

I. CALL TO ORDER

Chairman Carrie Normand called a Regular Meeting of the School Committee to order in the Board of Aldermen's Chambers at City Hall at 7:03 p.m., with a moment of silence and a salute to the flag of the United States of America. Ms. Normand asked for a roll call, the results of which are as follows: - Present – 6 – Palmer, White, Pitone, Roix, Green and Normand, and ABSENT – 3 – Curtatone, Futrell and Bockelman.

II. STUDENT ADVISORY COUNCIL

Our Student Representative, Joshua Ojo, provided the following report on happenings around the High School:

- The new bell system is presenting some issues. Thus far the bells have sounded like they belong in a prison or like the sound the alarm makes when someone is shoplifting. The bells are part of a new enhanced communication system which was installed over the December break. Mr. Oteri, who was present at the meeting, shared that his is a new voice over IP bell system that allows for remote access from any phone via the use of a code. The new system has already improved the range of the bell system to the Field House and Cafeteria. The system came with eight pre-programmed tones – one of which sounds akin to a tornado warning. The company offers softer tones which will be uploaded to the system and, hopefully, one of these tones will be more agreeable.
- Midterms are a short time away and some teachers have started making study guides available. The students are appreciative of the early availability, particularly after last year's stormy winter and the impact it had on the exams.
- Planning is underway for a Freshmen vs. Seniors Debate Tournament. US History will be the topic and the hope is to make this an annual event and part of the House Cup Challenge.

B. Somerville High School Building Committee update

Following Mr. Ojo's report, Ms. Normand announced that, unless there were any objections, Item 5 B. Somerville High School Building Committee Update, would be taken out of order, and turned the meeting over to Mrs. Skipper.

Ms. Skipper, with assistance from Susana Hernandez Morgan, displayed a PowerPoint presentation regarding the proposed Somerville High School Education Program Plan (at end of these minutes) and provided additional information relative to each slide. She announced that the plan is due to the MSBA on January 20. Assistant Superintendent Vince McKay (Visioning), High School Headmaster John Oteri (site visits and student involvement), Assistant Principal/CVTE Director Leo DeSimone and Social Studies Department Chair Alicia Kersten addressed various aspects of the presentation, as needed.

It was also announced that a student representative has been chosen for the project – Max Nadeau, currently a freshman at Somerville High School.

Mr. Futrell arrived at 7:39 p.m.

Following the presentation, discussion ensued which included the following:

- Thanks to Ms. Morgan for preparing the presentation and the Educational Plan and to all of the people who have worked tireless hours on this project
- Various versions of the Design Plan being developed and costed out
- An addendum to the plan due to the fact that Next Wave's population is not grade 9-12
- Space, ergonomics, natural light
- Dining commons rather than a traditional cafeteria, this allows for more usable space outside of lunchtime

Mayor Curtatone arrived at 7:42 p.m.

- The use of technology and training to assure it is being utilized to its full capacity

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

- Additional bathroom space
- The fact that the project will be driven by legal building code, not simply by the decisions of the MSBA
- Student involvement
- Focus on kids

Mrs. Skipper reported that the Preliminary Design Program (PDP) is due to the MSBA on January 20. A vote will be taken by the MSBA relative to our plan on February 10 and feedback will be back to us later in February or in early March.

III. APPROVAL OF MINUTES

- December 21, 2015

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

IV. REPORT OF SUBCOMMITTEES

A. Rules Management Subcommittee: Dec. 7 (Mr. Roix)

The Rules Management Subcommittee met on Monday, December 7, 2015 at 6 PM in the conference room next to this chamber.

In attendance were myself, Christine Rafal and Laura Pitone; also superintendent of schools Mary Skipper and director of student services Rich Melillo. Also in attendance in the audience were School Committee members Carrie Normand, Paul Bockelman and Adam Sweeting.

The only motion that came out of that meeting was to forward to the School Committee a revised version of File EBC which is the Emergency Plan policy. This is a policy that we had existing already. The new language makes a specific requirement that the Superintendent (or designee - as we voted to amend the recommend revision), is required to review the plans on a regular basis with the Police Department and the Fire Department. So, a fairly minor wording change however we did vote to send it to the School Committee and obviously this full committee hasn't seen it yet. I apologize, but it should be in the packet for and on the agenda for the next meeting. Usually we would process these right away, but I think what happened was we were on a tight schedule for our final meeting of the year in December and then maybe there was some misunderstanding about what we need to carryover for this meeting and I didn't follow up in time to make sure this got onto the agenda so I apologize – but you can look for that at the next meeting for first reading.

Next was File ECAF Use of Security Cameras on School Property. This came to us via MASC (the Mass Association of School Committees), however some of us may remember that a couple of years ago we had adopted, actually revised, a 2009 Security Camera Policy. We had done that with the help of the Police Chief at that time working with Mr. Melillo and our former Superintendent. At that time I believe the MASC did not have their own boilerplate policy for this yet, so we were out ahead of them and put one together locally with our safety and security professionals. I think the timing of the development of our policy was the result of a new school building coming online in Somerville and determining how to handle security cameras there, and also due to a lot of concerns about school security as far as national news, etc. that it was determined that we needed to get out in front of it a little bit as we sometimes do and we got out ahead of the MASC who we tend to lean on, as many districts do, and for sort of baseline, legally solid policy boilerplates to adopt in modify as appropriate. So now the MASC has caught up with us and put out a security camera policy – which was presented to us for our information. The Rules Management Subcommittee agreed that we need to have our professionals review the MASC version and compare it to our own so that we are not losing anything by adopting a less specific policy, but also so we could incorporate elements (or all) of the MASC policy to make our own policy more solid – and that's why Mr. Melillo was there because he is the District's point person as far as coordinating with public safety agencies. We had a brief discussion and Mr. Melillo updated us on his approach and his initiation of discussions with the Police Department and others and I expect that he and the Superintendent will be back to this Committee in the not so distant future to make recommendations on this policy.

Next were files IJND and IJNDC which are, respectively, Access to Digital Resources, and Internet Publication. Obviously this is one of those areas that is fast changing and we want to make sure our policies are flexible and yet give the appropriate amount of expectation to our administration in this important area. Now these specific policies are not currently in our handbook, and are new from the MASC. The Superintendent wanted us to be aware that, like with the Security Cameras, she and the staff

are reviewing these two policies and will make a recommendation going forward, but she wanted us to at least have an introduction and a preview. We do have several similar policies on the books, most notably IJNDB the Network Acceptable Use Policy, which has been around for a while but has also been updated fairly recently, certainly in my tenure as the Subcommittee chair. This year's Subcommittee can look forward to an opinion and deliberation on these policies, which I believe will complement, rather than supplant, the existing technology policies - but that's for a future meeting.

Lastly we discussed File EEAG, Student Transportation in Private Vehicles. This is neither a new policy nor one where we were looking at any specific changes, but rather we were discussing at the request of the Superintendent, who in her review of our existing policies in her new job as the head of the District, noted this as something she wanted to discuss with the School Committee. Ms. Skipper wanted to take the pulse of the Committee on this item, which is important to her, and the Committee, on the grounds that it deals with Student Safety and our legal obligations as a District with regard to transporting students to or from a school event, like an offsite field trip or athletic event - and the use of private vehicles. Right now, the policy allows this practice in certain circumstances, one of which is the approval of the Superintendent, so in that sense it's giving her the authority to allow or not allow it. Of course, anything that deals with student safety is an important issue so I think the Superintendent wanted to open the discussion on this topic and it may be discussed again in the future - no specific changes proposed as yet.

We adjourned at 6:50 p.m.

MOTION: Mr. Roix made a motion, seconded by Mr. Futrell, to accept the report for the Rules Management Subcommittee meeting of December 7, 2015.
The motion was approved via voice vote.

B. Educational Programs and Instruction Subcommittee: Dec. 8 (Ms. Pitone)

This report was deferred to our next meeting on January 25.

REPORT OF SUPERINTENDENT

A. District Report

The Superintendent provided her district report, which included the following:

- Welcome back, everyone, and Happy 2016!
The start of the new calendar year brought some pretty frigid weather with it, so I would like to offer a quick reminder regarding our general practice when the weather gets particularly cold. Our goal is to keep students safe, while at the same time ensuring that we keep both their minds and bodies active throughout the day.
 - Whenever the temperature or wind chill factor fall below 15 degrees Fahrenheit, outdoor activities during the school day will be limited. On those days, please drop off or ask your child to go straight into the designated indoor gathering area at their school and not to linger outside in the playground.
 - We appreciate your support in helping keep children warm and safe when temperatures drop. Particularly as the weather gets colder, please make sure your child is dressed appropriately for the weather conditions. Layering helps as comfort levels will vary from one person to the next. Warm hats, gloves, socks and closed-toe shoes are absolutely critical, especially as the temperature drops below 0.
 - In the case of extreme weather conditions that make traveling to/from school unsafe, we will notify parents/guardians of school closures as early as possible (usually before 8:00pm the evening before). School cancellations/delayed starts will be posted on:
 - (1) District/school home page
 - (2) District Facebook & Twitter accounts
 - (3) City Cable Channel
 - (4) Local News and Radio outlets
 - (5) Parents/Guardians will also be notified by voice message and email
- Work on the Somerville High School Building Project continues. The process has included site visits to a number of places that have gone through or are currently going through the MSBA building process. Another site visit is scheduled for this Wednesday, January 13th, from 12:00-3:00pm to Everett High School. These site visits help us gain a sense of what's possible as we envision what Somerville High School of the future might look like, which in turn helps inform our Educational Program Plan. Videos of the site tours, and additional project work documents, are available on the SHS Planning Committee website, located at somervillema.gov/highschool. A final rough draft of the

Ed Plan – a comprehensive document that is the result of numerous visioning and information-gathering sessions conducted in the last few months – was distributed to the SC, BoA and the School Building Committee on Friday. A final draft will be distributed again this Friday, January 15th, that will include input from the initial review round. The final Ed Program Plan will be included as part of the Preliminary Design Plan which will be submitted by the School Building Committee on February 15, 2016.

- Martin Luther King, Jr. Day is coming up next week. Just a reminder that MLK Day is a school holiday; all schools and district offices will be closed that day.

We invite you to the annual MLK Jr. Day Celebration, which takes place this year on Monday, January 18th, from 11:00am to 1:00pm at the East Somerville Community School Auditorium. This free community event will feature inspiring music and other performances, student essayists, and light refreshments. The event is free and open to the public.

- The following week, we kick off the Kindergarten Registration process for the 2016-2017 school year! All K-8 schools will be hosting Open Houses and Tours on Wednesday, Thursday, and Friday (January 20, 21, and 22) from 8:30 a.m. to 1:30 p.m. We encourage you to visit every school if you can, to learn about each school and find-out first-hand what makes each school special. Not only will guests have a chance to see the school, they'll also have an opportunity to talk with teachers, school administrators, and parents/guardians of current students. We look forward to seeing you at our schools next week!

Kindergarten registration officially starts on Saturday, January 23rd, from 10:00am to 2:00pm at the Parent Information Center (42 Prescott). Visit our website Kindergarten registration page (www.somerville.k12.ma.us/kindergarten) for a complete schedule.

- The US Robotics team held its first weekend session last weekend. Approximately 40 students are registered and there are a great number of volunteers assisting the team.

V. 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	Harvard Pilgrim Healthcare	Boston, MA	\$500	Kennedy School
Monetary	Nina Yamkovoy	Newton, MA	\$2500	Somerville High School Musical and Drama Programs
Monetary	Marjorie Laidlaw	Medford, MA	\$500	Somerville High School, in memory of recently deceased classmates of the Class of 1945
Monetary	Laurie Raymond	Falmouth, MA	\$3000	Somerville High School, \$1500 in memory of her late mother who attended SHS in the 1920's and \$1500 in memory of her late father, who attended SHS in the 1930's.
Monetary	Steven & Melissa Jenkins	Billerica, MA	\$60	Art Dept. - In memory of Richard Garrity
Monetary	Ira A Roschelle, MD	W. Orange, NJ	\$3500	Brown – to support STEM education
Monetary	Wendy Smith	Stoneham, MA	\$1500	SHS Buddies
Monetary	John Connolly	Somerville, MA	\$300	SHS Best Buddies

MOTION: Ms. Pitone made a motion, seconded Ms. Palmer, to accept the donations, with gratitude. Ms. Pitone read each donation individually. The motion was approved via voice vote.

C. SCALE ADP Graduate (recommended action: approval)

SCALE Supervisor, Janice Philpot, recommends that the following students, who have successfully completed the necessary requirements, be granted an Adult Diploma:

Jessenia Vaquerano 8 Montgomery Avenue, Apt. #2 Somerville 02145

MOTION: Mr. Roix made a motion, seconded by Ms. Pitone, to approve the SCALE ADP graduate.

The motion was approved via voice vote.

D. Field Trips (recommended action: approval)

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| Jan. 9-10, 2016 | Somerville High School boys and girls track athletes to Dartmouth, NH to participate in the Dartmouth Relays. Transportation via minibus at no cost to students. The only cost will be for the students' dinners and provisions will be made for those that cannot pay. |
| Mar. 11-13, 2016 | Somerville High School boys and girls track athletes to New York, NY to attend the National Scholastic Championship Meet. Transportation via minibus at no cost to students. |

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

The motion was approved via voice vote.

VI. ITEMS FROM BOARD MEMBERS

Mr. Green

1. Asked if there is a plan in plan for addressing the increase in raids by ICE. The immigrant community, understandably, is worried and concerned. Mrs. Skipper and Mayor Curtatone assured Mr. Green that the City is beginning to hold internal meetings with city agencies to understand exactly what is happening so that the community's fears and concerns will be quelled. Once there is information to share, the City and School Department will utilize every possible means of communication to assure that the people at the heart of the issue are kept informed.

Ms. Palmer

1. The East Somerville Community School will hold its Winter Concert this Friday at 8:45 a.m.

VII. ADJOURNMENT

The meeting was adjourned at 8:14 p.m. via voice vote.

RELATED DOCUMENTS:

1. Agenda
2. Minutes of December 21, 2015
3. Eight (8) Donation Acceptance requests
4. One (1) SCALE ADP diploma request
5. Two (2) out of state field trip request
6. The Weather Watch guide document to help determine when to have indoor recess, pick-up, etc.
7. A draft School Committee meeting schedule for 2016
8. A thank you note from the family of Flora Romeo

Somerville High School Educational Program Plan



SHS Educational Program Plan

Guiding Principles

- **Informed**
 - Site visits, Exemplars
- **Inclusive**
 - Visioning sessions, SC presentation, Community meeting, Teacher and Student input, Department Head facilitation, Website
- **Evolutionary**
 - Multiple points in feedback loop

SHS Educational Program Plan

Laying the Foundation

- **Oct/Nov: SHS Visioning & Information-Gathering Sessions**
 - Staff meetings & interviews, Ed leadership meeting, 2 visioning workshops with broad representation, teacher forum, community forum
- **Nov/Dec: Site Visits**
 - School Building Committee representatives, District administrators, SHS teachers and administrators, School Committee members, students
- **Mid-Dec: Review Template & Exemplars**
- **Mid-Dec: Department Supervisor Team Meeting**
- **Mid-Dec: Development of Google Doc**
- **Late Dec: Deadline for departments to complete their sections of Google doc**

SHS Educational Program Plan

Educational Planning:



SHS Educational Program Plan



SHS Educational Program Plan

Recent Projects: QUINCY COMPREHENSIVE HS



SHS Educational Program Plan

Recent Projects: ESSEX TECH



SHS Educational Program Plan

Recent Projects: WINCHESTER HS



SHS Educational Program Plan



SHS Educational Program Plan

Input/Feedback Process

- Department Supervisors asked to work with staff to complete their respective sections and provide input on Google doc
- Dec. 23, 2015: Initial document distributed electronically to SMMA, SHS Headmaster, SPS Superintendent and Asst. Superintendent for general feedback and to identify gaps
- Jan. 4, 2015: Updated electronic rough draft distributed to members of Ed Program committee for additional input/feedback
- Jan. 5, 2016: Updated hard copy of rough draft distributed at Building Project Committee meeting; electronic copy emailed following meeting

SHS Educational Program Plan

Next Steps - Educational Program Schedule

- 1/8/2016: Updated Draft of Ed Program Completed and Distributed for review by:
 - School Committee
 - School Building Committee
 - Board of Aldermen / Mayor
- 1/13/2016: Comments on Draft due back to SPS by 3:00pm
- 1/15/2016: Final Draft of Ed Program Available

SHS Educational Program Plan

The Final Stretch

- January 20, 2016: Conceptual estimates for Preliminary Design Plan
- February 10, 2016: SBC meeting and vote on PDP
- February 15, 2016: PDP submission to MSBA
- February/March 2016: MSBA PDP commentary & response period