

# DEDHAM PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

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## MINUTES January 20, 2016

### MEMBERS OF THE SCHOOL COMMITTEE PRESENT:

Tom Ryan, Chair	Kevin Coughlin
Susan Butler, Vice Chair	Lisa Laprade
Mayanne Briggs	Rachel McGregor
Steve Bilafer	

### MEMBERS OF THE ADMINISTRATION

Michael Welch, Superintendent  
Cynthia Kelly, Assistant Superintendent  
Samuel Rippin, Assistant Superintendent of Business and Finance

Meeting commenced at 7:00 p.m.

Mr. Ryan announced the need to enter Executive Session under Exemption 3 under Contract Negotiations. Mrs. Briggs motioned to enter Executive Session, Ms. Butler second.

### Roll Call Vote:

Mr. Coughlin- Yes  
Mrs. Briggs- Yes  
Mr. Bilafer- Yes  
Mrs. Laprade- Yes  
Mrs. McGregor- Yes  
Ms. Butler- Yes  
Mr. Ryan- Yes

## Recognitions and Awards

Dedham Middle School principal Deb Gately recognized Patrick Glennon, Larry Lyman, Andrew Breare, Sam Blume, and Alex Georgantas (not present) for an act of kindness, good decision making and supporting the Dedham Community. The students received \$100 from a Dedham resident who asked them to "pay it forward." The boys donated the money to a Salvation Army bucket. The boys were also recognized by Mr. Welch and the School Committee members.

### Dr. Kelly- CAPD Update

- Curriculum Committee- Created new documents to review ELA curriculum and working on writing of new curriculum
- Assessment Committee- Working in data teams and on formative assessments to use across the curriculum
- Professional Development Committee- Held joint meeting with Evaluation Review Committee to discuss collection of evidence and use of new evaluation tool
- Full CAPD meeting Monday in High School Library

### **Superintendent's Update**

- Mr. Welch expressed well wishes to Bob Stanley, Dedham Parks and Recreation Director, who recently suffered a medical emergency
- Recent bomb threats have occurred in Massachusetts' schools over the past several days. Mr. Welch has been in touch daily with Chief Michael d'Entremont and has reviewed procedures at all schools
- A meeting with representatives at Teachers21 is scheduled for February 5, 2016 to discuss the possibility of contracting them to conduct a review of PreK - 12 efforts in ELA
- Recycling will be starting in schools with cafeterias
- Instructional Rounds took place last week at Greenlodge School, analyzed teacher talk vs. student talk
- Supervision update- Since the start of the school there have been over 450 unannounced observations
- PARCC testing- The elementary schools will take the test on paper while the middle school takes it electronically. DHS will continue to take MCAS test through the class of 2019 and the Science exam will continue to be taken in grades 5 and 8
- An ad was placed in the Boston Sunday Globe for Greenlodge Principal and Assistant Superintendent for Curriculum & Instruction. Deadline for applications is Friday, February 19, 2016
- A District Fundraising Committee meeting was held on January 12, 2016 at Dedham Middle School. Athletic Director Steve Traister presented an overview of funding for Dedham Athletics at DHS and DMS

### **Reports**

Principal Clare Sullivan presented a PowerPoint Presentation of the Avery School Improvement Plan for 2015-2017. The School Improvement Plan will be available on the Dedham Public School Website.

- Mr. William Gallagher, Parent, introduced the School Council- Ms. Janet Mattozzi, Community Representative; Mr. William Gallagher, Parent Representative; Mrs. Barbara

Payne, Parent Representative; Ms. Karen Maregni, Avert Teacher; Ms. Cheryl Scarsciotti, Avery Teacher

- A history of Avery School was presented
- Current enrollment 306 students
- Highlights from 2013-2015 School Improvement Plan- Close Reading Strategies; Empowering Writing used in conjunction with Treasures; implementing latest version of Everyday Math program; strategies from the Daily 5 in reading instruction; reading incentive programs (*One Book One School*, lunchtime book clubs, book buddies, new summer reading program).
- Areas of Strength- Collaborative, flexible staff who focus on providing differentiation for diverse student body; positive school climate based on school council surveys of students, parents, and staff; implementation of the newest version of the Every Day Math program; piloting of RTI program; creation of a school data team to analyze relevant data for teachers to use to inform instruction; state of the art green facility; acceptance of diversity of all kinds; active and supportive PTO; enrichment focus on Close Reading and RACE strategies; shift to Daily 5; access to technology
- Areas of Focus- Writing across grades and content areas; reading comprehension across genres; math skills; continued need to close gap for targeted populations; ways to decrease staff duties; expansion of RTI program across all grades; continued need for translation of school notices into other languages; increased consistency and transparency with the disciplinary process for both teachers and students
- Goals- Increase student achievement in writing of all genres (narrative, informational and opinion writing); increase student achievement in the area of reading comprehension; increase student achievement in the area of math targeting deficiencies in specific CCSS as identified; increase opportunities for academic and personal enrichment for all students; expand and implement an RTI program across all grade levels; develop a consistent approach to rules, expectations and procedures in relation to student behaviors; explore ways to decrease staff duties during school day
- Discussions followed with questions from the School Committee members
- Parents from School Council gave a parents perspective of Avery School
- Mr. Welch commended Mrs. Sullivan on her leadership, staff and SIP presentation

Interim Principal Joe Russo presented a PowerPoint Presentation of the Greenlodge School Improvement Plan for 2015-2017. The School Improvement Plan will be available on the Dedham Public School Website.

- Mr. Russo discussed the transition of Greenlodge School over the past year
- Acknowledgement of School council - Robert Desmond, Community Repetitive; Jacqueline Lemberger, Parent Representative; Sandra Sicard, Parent Representative; Jennifer Balfour, Teacher Representative, Julie Kilgoar, Teacher Representative
- Teachers-in-Charge- Jennifer Balfour, Kerri Bryant, Ken Toomey (present and aiding in presentation)
- Overview of Greenlodge School and data trends
- Mission Statement: The mission of the Greenlodge School is to provide a positive environment in which all students may grow academically, physically, and socially to

- become productive members of the global society. Students are encouraged to persevere in solving problems, to develop useful strategies, and to reach for their best-always
- Highlights from 2013-2015 - Guided reading in all grades; library collection increased Lucy Calkins writing units, common planning scheduled for all grades; implementing Everyday Math across all grades; Fastmath for students at school and home; Ipad cart in daily use, school lobby enhancements
  - Areas of Strength- Dedicated, talented, hard-working staff who can quickly accommodate to changes; commitment to a student-center focus from all staff members; rigorous academic standards; established end of year writing expectations; common math curriculum (Everyday Math); a strong support and involvement from the parent community; high levels of parent satisfaction and engagement in the school as indicated on the parent survey; active and supportive PTO, students enjoy school, view it as a safe and happy place ; daily common planning time; adequate technology resources for students; flourishing After School Enrichment Program
  - Areas of Focus- Committed school principal who can build on Greenlodge success; not enough physical space to support programs/initiatives; no dedicated conference room for parent meetings; crumbling and deteriorating blacktop surface in playground area; lack of consistent phonics program from grades 1-5; need to create and expand an effective RTI program in all grades; need for professional development in writing approaches, reading strategies, inclusive practices; lack of teacher technology (laptops) to use as a tool to analyze student data, easily access online information; need for more consistent rules, expectations, procedures; more whole school celebrations of student success; better understanding of school-wide grade level benchmarks
  - Goals- Increase consistency with strategic language and practices while improving reading performance outcomes on daily assignments and on standardized tests; increase student stamina and achievement in writing across grade levels and curricular areas; continue to increase student achievement in math with a focus on math talk and improved math fact proficiency; implement a consistent and effective RTI program at each grade level
  - Discussion followed with questions from the School Committee members
  - Mr. Welch thanked Mr. Russo for stepping in as interim principal and for the aspiring leaders for their roles at the Greenlodge School

### **Old/New Business**

#### KBA Architects

- Update on ECEC project
- Preferred Schematic of stand-alone ECEC was presented for review to MSBA
- MSBA suggested supplements to preferred scheme, supplements were resubmitted
- FAS (Facilities Assessment Subcommittee) meeting was held to make sure educational plan is being addressed
- Schematic design will be submitted to MSBA on February 11
- SBRC and School Committee need to vote to proceed onto February 11 due date
- Discussions followed with questions from the School Committee members
- Mr. Welch made note of the following meeting dates:

January 26- SBRC Meeting  
January 27- Open Public Hearing FY17 Budget  
February 1- Joint SBRC & School Committee Meeting  
February 3- School Committee Meeting and Vote

Superintendent's FY17 Budget Presentation

- Mr. Welch presented the FY17 Budget
- Review of 2015-2016 budget investments- Additional full Professional Development day for unit A staff; 1:1 Chromebook initiative at DMS; increased availability of substitute teachers do to upgrading compensation; enhanced in-district special education programming at DMS; reduction of full day Kindergarten fee (\$3500 to \$2500) toward goal of Free full day Kindergarten for all students; contract with Teachers21 for independent preK-12 ELA review
- Budget Process- Review of FY16 budget; budget request from principals & directors; review of FY17 priorities; draft FY17 budget reviewed by Budget Sub-Committee; draft of FY17 budget presented to School Committee; FY17 budget Public Hearing on January 27, 2016; FY17 budget vote by School Committee on February 3, 2016; FY17 Town Manager budget presented (TBD); School Department FY17 Finance Committee Presentation March 8, 2016
- Needs and Goals- Continued progress toward free full day Kindergarten; Improved faculty staff capacity through increased training and professional development; investment in qualified substitute teachers to allow time for faculty to attend professional development training; enhancement of in district Special Education programs; outside evaluation of prek-12 ELA program
- Budget Sub Committee approved FY17 priorities; 3.65% increase from FY16
- Complete presentation of proposed budget available on the Dedham Public School website
- Discussions followed with questions and comments from the School Committee members
- Public Hearing on January 27, 2016
- Mr. Ryan thanked Sue Carney from Finance Committee for being present

Discussion and VOTE: 2016-2017 School Calendar

- Review of proposed 2016-2017 school calendar
- Discussions and questions around dates of three Professional Development days, start date of school and Election Day

Mr. Coughlin motioned to approve the 2016-2017 School Calendar as presented, Mrs. Briggs second, voted unanimously.

Discussion and VOTE: Superintendent's FY16 Salary

Mr. Ryan disclosed that the committee met in Executive Session to discuss and vote on an amendment to the Superintendent's FY16 salary. Full meeting vote-Mrs. Briggs motioned to accept the contract as amended and presented in Executive session earlier this evening, Ms. Butler second, voted unanimously. Committee signed the amendment.

**Minutes**

None

Mr. Welch brought up the topic of the distribution of Naloxone (Narcan) to the school nurses. He has met with and discussed the issue with Nurse Supervisor Gail Kelley. The Nurses attended Norfolk County District Attorney training. He would like the Policy Subcommittee to discuss at an upcoming meeting.

**Donations**

Mrs. Laprade motioned to accept with grateful appreciation a \$50 donation from the Dedham High School Alumni Association to be gifted to the Dedham High School Library to purchase a membership with the Massachusetts Digital Commonwealth, second by Mrs. McGregor, voted unanimously.

**Public Comments**

None

**Acknowledgements and Announcement**

Mr. Welch took this opportunity to promote the Dedham High School Booster Trivia Night. DPS will be sponsoring a table. The event will take place on March 19.

Ms. Butler motioned to adjourn, seconded by Mrs. McGregor, voted unanimously.

Meeting concluded at 10:06 p.m.