

# DEDHAM PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

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## **MINUTES** **October 3, 2017**

### MEMBERS OF THE SCHOOL COMMITTEE PRESENT:

Mayanne Briggs, Chair  
Steve Bilafer, Vice-Chair  
Kevin Coughlin  
Joshua Donati  
Lisa Laprade  
Melissa Pearrow  
Tracey White

### MEMBERS OF THE SCHOOL COMMITTEE ABSENT:

None

### MEMBERS OF THE ADMINISTRATION PRESENT:

Michael Welch, Superintendent  
Dr. Ian Kelly, Assistant Superintendent  
Samuel Rippin, Assistant Superintendent for Business & Finance

Meeting Location: Avery Elementary School

Meeting commenced at 7:00 p.m.

## **Student Update**

Senior Evan Landry and Junior Abigail Jiminian provided the Committee with an update on happenings and events occurring throughout the Dedham Public Schools.

## **Superintendent's Update**

### Superintendent Michael J. Welch

All Unit A educators in Dedham have completed their annual self assessment and goals. Supervisors are in the process of reviewing these goals individually with educators to check for alignment with the district's 5-year strategic plan, 2017-18 School Committee goals, and individual school and educator improvement plans.

Supt. Welch has conducted thirteen individual goal development conversations with all seven principals and other direct reports within the Central Office. These conversations were prefaced

by a review of the District's 5-year Strategic Plan, a review of the appropriate DESE evaluation rubric, and a review of the current 2017-18 School Committee Goals.

On September 20, Supt. Welch met with Rev. Wayne Belschner from St. Mary's Church in Dedham who put him in touch with the new youth minister and Life Teen Leader Kevin Rosa. Later this week Supt. Welch will meet with Mr. Rosa, the Dedham Youth Commission, principals from Dedham High School and Dedham Middle School to discuss overlapping services to local teens.

On September 25, Supt. Welch and ECEC Principal Dr. Paul Sullivan met with Sarah MacDonald, leader of the Dedham "Parent Time" organization, to discuss the 0-3-year-old landscape in support of programming for parents of infants and toddlers in Dedham.

Today all members of the District Leadership Team who are directly involved with classroom educator evaluation participated in an Instructional Rounds seminar at the Oakdale Elementary School guided by Teachers 21 consultant David Casteline.

Supt. Welch continues to research and develop appropriate 'benchmarking' information for the Finance Committee. Town Finance Director Andrea Terkelsen produced a Town Statistical and Financial Analysis in late August, and recently released a "companion workbook" that contains additional information. Supt. Welch will return to the FinCom on October 11 with his own list of comparable communities from a school perspective and additional outputs that the District wishes to use for comparison purposes.

Tomorrow night, Supt. Welch will meet with the Equity and Inclusion Task Force. During the most recent September 20th early release professional development day, Dedham High School and additional educators from across the district welcomed Jason Wheeler from the DESE's Safe and Supportive Schools Program. Mr. Wheeler provided some context and background regarding the legal requirements and continued work across the state regarding safety for GLBTQ youth.

Ms. White asked Supt. Welch if he would meet with other church groups as well as St. Mary's. Supt. Welch said he definitely would as he has in the past. He mentioned St. Mary's because they recently reached out to him.

Dr. Pearrow asked if the teen program at St. Mary's has the same diversity as the goals set forth by the Committee. Supt. Welch noted the group was inclusive to all students. He also said he would bring the topic up at the meeting with Mr. Rosa on Thursday.

## **Reports**

Dedham Middle School TREK Review (Technology Recreation Enrichment and Knowledge) TREK Program Coordinator (and DMS Science Teacher) Shelly Pagnotta and TREK Assistant Program Coordinator (and DMS Spanish Teacher) Christopher Nadeau updated the Committee on the Dedham Middle School summer TREK Program. The presentation will be available on the Dedham Public Schools website. The presentation included enrollment numbers, DHS student volunteer opportunities, student feedback, parent feedback, communication and ideas for additional outreach next year.

Ms. Laprade inquired as to the cost of TREK this year. Ms. Pagnotta stated it was \$375. Ms. Laprade asked if there was a way of tracking the students who participated in the program at the beginning of the school year to see how they were doing. Ms. Pagnotta stated that there was not a formal tracking but as a sixth grade teacher she sees how the students adapt more easily to their Chromebooks as well as make their way around the building. Ms. Laprade asked Ms. Pagnotta to let the Committee know how they could help with the budget. She also noted as a parent, she would like to see enrollment start earlier.

Dr. Pearrow suggested reaching out to the PTOs to assist in spreading the word about the program.

Ms. White agreed that the program helps to relieve the anxiety of the transition from 5th grade to middle school.

Mr. Bilafer suggested using the data and responses from the survey as a way of marketing the program.

Ms. Briggs suggested reaching out to 5th grade parents at earlier PTO meetings instead of waiting until spring. She suggesting reaching out to ELL teachers to make sure the district is communicating the information in all languages. Ms. Briggs also supported assistance with the budget as well as suggesting a possible 4-day TREK boot camp option in August.

#### Superintendent's Evaluation – Goals and Self Assessment

Supt. Welch provided the Committee with a Google shared folder that included his self evaluations, summative evaluations, certificates of accomplishments, feedback surveys and his 2016-2017 annual review. He elaborated on the district restructuring as being a large part of his goals and assessment. He also feels improvement is needed on his objective of developing a 'data rich' culture.

Dr. Pearrow asked how the School Committee could support Supt. Welch in the areas where he felt his progress lagged. Supt. Welch noted that he is creating a structure where he can begin leading instead of doing.

Ms. Laprade inquired as to the process of the Superintendent's review. Ms. Briggs stated it would be the same as last year. Each member will fill out a standard summative evaluation. The Chair and Vice-chair will then compile the information into one cohesive document.

#### District Restructure Implementation Progress Update

Dr. Ian Kelly briefly reviewed the post restructure organization chart. The new positions under his department include the seven Instructional Coaches, Humanities Curriculum Coordinator, STEM Curriculum Coordinator and two health teachers.

Dr. Linda Kobierski, PreK-8 STEM Curriculum Coordinator, and Dr. Heather Smith, PK-8 Humanities Curriculum Coordinator, updated the Committee on the current District Restructure Implementation progress. The presentation will be available on the DPS District website. The presentation included a review of the Curriculum Coordinators roles including classroom instruction, data analysis, curriculum development, professional development and coaching support. Dr. Kobierski elaborated on the Everyday Math curriculum and the new state science standards. Dr. Smith elaborated on indentifying literacy outcomes, implementing 'Foundations', implementing Reader's Workshop, and middle school curriculum mapping.

Ms. White asked about the three-year roll out and how the current 4th and 5th grade students would catch up. Dr. Smith explained with Reading Workshop that earlier units can be incorporated into the current curriculum so students can become familiar with terms and common language. Dr. Kobierski explained that the Science curriculum conversion is being done one content at a time; it is a vertical roll out throughout all grades.

Mr. Coughlin asked what a typical day was like for the coaches. Dr. Kobierski and Dr. Smith explained how the coaches have created entry plans for the first sixty days of school, setting goals, building relationships with teachers, participating in trainings and troubleshooting with principals.

Dr. Pearrow inquired as to how we are supporting students who need help now. Dr. Kelly explained that the District is currently benchmarking student data to be able to provide the appropriate support. Dr. Smith elaborated on level literacy intervention training for teachers.

Mr. Donati asked about the Middle School curriculum. Dr. Kobierski explained the curriculum is articulated by the Department Chairs and are driven by the Common Core standards.

Ms. Laprade asked how teachers were assessing elementary students to measure their reading progress. Dr. Smith touched upon the process of selecting "just right" books, conferring with students, building classroom libraries directly connected to lessons and writing about reading all provide teachers with ways to assess reading progress.

Mr. Bilafer asked what the impediment would be of rolling out the new ELA curriculum all at once. Dr. Kelly explained that the Administration has asked a lot of their teachers and that they need to be conscious of how much is being put on their plate. He noted the ELA curriculum is ahead of schedule due to the excitement of the teachers.

Ms. Briggs inquired into the curriculum maps development and how was it being communicated to parents. Dr. Kelly noted he has more work to do on the website and communication piece. His current focus has been on teacher trainings. Due to sharing constraints, he is currently managing two websites.

Mr. Bilafer questioned whether there would be realignments to the middle school curriculum during the year. Dr. Smith explained that any new theme-based learning across content areas developed this year would not be put into place until next year. There needs to be time to convey changes to their colleagues and the community.

Mr. Donati asked about the writing curriculum. Dr. Smith stated the new writing units will be ready before the end of the year. The focus of the new curriculum has been the reading units. All students have daily writing in place the same as last year. Dr. Kelly stated that students are using the Empowering Writers Curriculum as they did last year. He wants to see writing incorporated across all content areas.

## **Old/New Business**

### Public Relations

Mr. Donati will coordinate a meeting for the Public Relations subcommittee.

## **Subcommittee Reports & Updates**

### Policy

*Second Reading of Proposed Policy -Guidelines for Public Comment:*

Ms Laprade presented the second reading of the proposed policy- Guidelines for Public Comment. Ms. Laprade explained that the Policy is being adopted from the MASC policy guidelines. The policy directs public participation at School Committee meetings. The policy states the public's responsibilities, time constraints, and the Chair's role during the Public Comment portion of a meeting. The proposed Policy entitled 'Guidelines for Public Comment' can be found, in its entirety, on the Dedham Public Schools webpage.

### MetroWest Adolescent Health Survey

Supt. Welch announced that he has been meeting with staff and other community members to prepare for the presentation of the MWAHS that will be held on Thursday, October 26 at Dedham Middle School.

### SBRC

Mr. Bilafer announced that at last night's community meeting the contractor H.V. Collins was introduced to the abutters of the new ECEC property. The groundbreaking ceremony for the project will be on October 23 at 10:00am.

### Budget Subcommittee

Mr. Coughlin announced the budget subcommittee met this evening and has reorganized. Mr. Coughlin will now be the chair of the subcommittee. The subcommittee also reviewed the budget calendar for the year which he would like to have voted on at the November 7 meeting. Mr. Coughlin would also like to have another budget subcommittee meeting before the next regularly scheduled meeting on October 17 at Oakdale School.

Ms. Laprade asked when Fincom would be meeting to discuss the budget. Mr. Rippin stated he is still waiting to hear on the meeting dates for the Town. Ms. Briggs noted there is a FinCom meeting tonight as well as one on Thursday for the ECEC mitigation. There is also another meeting next week to prep for Town Meeting.

## **Minutes**

Ms. White motioned to approve the minutes of September 19, 2017 as presented, Ms. Pearrow second; the Committee voted 7-0 in favor.

## **Donations**

Ms. White motioned to accept with grateful appreciation a donation valued at \$489.95 from the Avery PTO and 5<sup>th</sup> Grade Class of 2017 for the purchase of earbuds for every Avery School student, Dr. Pearrow second; the Committee voted 7-0 in favor.

Mr. Coughlin inquired as to the use of the earbuds. Dr. Kelly explained that the new computer based assessment testing required the use of earbuds. Mr. Bilafer asked if the other schools were in need of earbuds as well. Dr. Kelly said he had been informed the other schools were all set.

Mr. Donati motioned to accept with grateful appreciation a donation of \$1,000 from the Avery PTO to the Avery School library for the purpose of purchasing new books, Ms. White second; the Committee voted 7-0 in favor.

## **Public Comment**

None

## **Acknowledgements and Announcements**

Mr. Bilafer thanked Dan Hart, the Committee, all the volunteers, and the Village Manor for their participation in the 9<sup>th</sup> Annual 'Bernie's Run'. The event is the primary supporter of the Dedham Educational Foundation for the year. Teachers can access the DEF grant information directly on the DPS website.

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Ms. Briggs stated the need to enter executive session under Exemption 3, Contract Negotiations.

Ms. White motioned to enter Executive Session under Exemption 3, Contract Negotiations, Mr. Donati second; a roll call vote was taken:

Lisa Laprade- Yes

Joshua Donati- Yes

Melissa Pearrow- Yes

Kevin Coughlin- Yes

Tracey White- Yes

Steve Bilafer, Vice-Chair- Yes

Mayanne Briggs, Chair- Yes

Ms. Briggs announced that the Committee would not be returning to the regular meeting.

Regular meeting ended at 9:14 p.m.