



## SCHOOL COMMITTEE

(Official Report)

**Regular Meeting**

**July 25, 2017**

Called for 5:00 PM in the Dr. Henrietta S. Attles Meeting Room, Cambridge Rindge and Latin School, 459 Broadway, Cambridge, for the purpose of discussing any and all business that may properly come before the Committee.

Members Present: Ms. Bowman, Ms. Dexter, Mr. Fantini, Mr. Harding,  
Ms. Kelly, Ms. Nolan, and Mayor Simmons

Also present: Student School Committee Member Juliette Low Fleury

Mayor Simmons in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 5:03 PM.

### **1. Public Comment (3 minutes):**

The following individuals were heard:

Jake Crutchfield, River St., former building substitute for Cambridgeport School, he thanked every person involved in the district framework planning process, especially the Superintendent; he noted that there may not have been enough time for people to process and react to the discussions from last night's Special Meeting on the CPS district plan framework; he asked that the School Committee allow more time in the future between discussion on an important decision and their votes; he shared his hope that the School Committee would vote for this framework tonight (comments on file in the School Committee office).

Ms. Nolan moved, seconded by Mr. Harding, to suspend the Rules to allow a member of the public to speak on an item not on the Agenda. It was voted to suspend the Rules for the reason stated.

Lauren Austin-Spooner, Avon Hill St., will be an incoming CRLS freshman; she pointed out the inconsistency between the City calendar and CPS calendar regarding the October 9<sup>th</sup> holiday; it still remains as Columbus Day on the CPS calendar but it is called Indigenous Peoples Day on the City calendar; she requests that the Committee change October 9<sup>th</sup> to Indigenous Peoples Day on the CPSD calendar as soon as possible to show our community's dedication and commitment to telling the truthful side of the story (comments on file in the School Committee office).

Dan Monahan, Lexington Ave., CEA President, speaking on #17-157, #17-100, #17-122; he urged the Committee to approve #17-157 regarding the Montessori agreement which is updated to reflect current best practice at the school as well as the current reality of the existing program; he noted that he emailed his concerns to the Members regarding #17-100, Revisions to the CPS Family & Medical Leave & Small Necessities Leave Policy; he added that he is in favor of the vast majority of this policy but has two strong concerns and asked the Members to review this policy closely; he urged the Committee to support the District Strategic Plan Framework tonight with an affirmative vote so that the tremendous work that was done can be validated and moved forward.

On a motion by Mr. Harding, seconded by Ms. Bowman, it was voted to close public comment.

**2. Student School Committee Report:**

Juliette Low Fleury reported that the students enrolled in the Mayor's program have really been enjoying their work.

**3. Presentation of the Records for Approval:**

On a motion by Ms. Kelly, seconded by Mr. Harding, it was voted to accept the Minutes of the following meetings:

- Special Meeting, June 20, 2017
- Regular Meeting, June 20, 2017

**4. Reconsiderations:** None

**5. Unfinished Business/Calendar:**

On a motion by Ms. Nolan, seconded by Mr. Harding, it was voted to bring forward all unfinished business.

**Motion by the Governance Sub-Committee:**

That the School Committee appoint Dosha E. Beard as Executive Secretary to the School Committee upon the retirement of Judith Martin, Executive Secretary to the School Committee, on December 7, 2017. This appointment is conditioned on the ability of the School Committee and Mrs. Beard to reach a negotiated agreement. Mrs. Beard's first day as Executive Secretary will be December 8, 2017. (Ms. Nolan, 6-20-17)

Mr. Fantini explained the process by which this motion from the Governance Sub-Committee was brought forward. He commented that it was the consensus of that Sub-Committee to use the practice followed in appointing the past two confidential secretaries as executive secretary when the incumbent retired. He explained that this position is unlike many other jobs in this school department and it makes sense to hire from within. He indicated that this was similar to the concept of succession planning. He added that the executive secretary has sent out a packet to the Members with relevant information related to this motion (on file in the School Committee office). Mr. Fantini noted that the way we are doing this process is the way it's been done every time we have hired an executive secretary. This process is very transparent and very fair. It is important for him and the Committee to have a smooth running office. He doesn't want any shortfall in the services this office provides to the public.

Ms. Nolan commented that this is not at all about the existing confidential secretary being appropriate for this job. She added that this is about the process used to fill the position. She referred to CPS policies in the search for teachers and other professional employees. She shared that she feels it would be better for everyone in the district and the entire community for us to do a search for this position and that it would be poor management if we didn't. She added that in this position, the School Committee has 100% authority to hire. She shared that she listened to the video of the meeting of May 20, 2014 when the current executive secretary was appointed and at that meeting the Members promised to review the status and needs of the School Committee office. She feels appointing an executive secretary without a search runs counter to best practice. She also added that our Human Resources Executive Director has told her that posting the position would be the best practice and that there was plenty of time to do so. Ms. Nolan informed the Committee that she had expected a search to be recommended by the Governance Sub-Committee. She added that we owe it to our community and to whoever gets hired knowing that the person came out of an open process and was the best candidate. We need to model the behavior we want to see in the district and also allow equity for those in the city who may want to apply. Ms. Nolan offered a substitute motion as follows: that the School Committee do a search for a new Executive Secretary and that the School Committee review the office needs and appoint Dosha Beard as Interim Executive Secretary as needed.

Mr. Harding referred to the excellent work performed by the previous two executive secretaries who were appointed in addition to the outstanding work performed by the current executive secretary. He added that he believes the candidate being recommended for the position will also be excellent. He commented that this was the one scenario where we had an opportunity when our executive secretary was out on medical leave for 8 weeks for this candidate to prove herself and she did. Action as a dry run is better than any interview process you are going to have. This is the game changer. The candidate without a doubt rose to the occasion during a very busy time. The School Committee Office staff jump for anything we need as well as for what the public needs. He understands that there will be a negotiation with the candidate. Mr. Harding indicated that the truth is if we were in a situation of a teacher producing excellence every time, we would try to replicate the success of that process which got us there. He added that by the Committee Rules, the Vice-Chair is the person who supervises our secretary.

Ms. Bowman commented that she wants to be honest and transparent and that we shouldn't be putting the candidate in this position. Ms. Bowman shared that she doesn't necessarily have a problem with promoting someone for doing a good job but she thinks the work coming from the Governance Sub-Committee could have been more thoughtful.

Ms. Dexter indicated that she would vote against this appointment. She added that this candidate would have to face the public for possible patronage and favoritism. This is difficult during election time and not good management practice. She added that we would never allow the Superintendent to hire from within without a search. Ms. Dexter indicated that she would second Ms. Nolan's substitute motion. Ms. Dexter also commented that the Committee should evaluate the staffing of the office to see if we can do without a full time confidential secretary.

Mayor Simmons shared that she intends to support this motion. She commented that we know our current executive secretary is extraordinary in working with each of us. Mayor Simmons informed the Committee that having to place someone in the position after our current secretary leaves is not a surprise. Our current staff member made it clear that she would be moving on at a time certain. She would rather one motion to fill the position and one is to look at the operations of the office. Mayor Simmons added that not one member said this would be the time to look at the status of the office. Some members of the public may be very proud that we have a good candidate and rewarded that person.

Ms. Kelly shared that she was a participant at that meeting in 2014 and she recalls that there wasn't much action that came after that meeting. We should be aware that that was 3 years ago. She added that it was a smooth transition when the confidential secretary became the executive secretary. Ms. Kelly shared that she is impressed by the candidates work.

Ms. Dexter offered an amendment to Ms. Nolan's substitution to add that we would also review the staffing of the School Committee office. Ms. Nolan commented that reviewing the staffing should be a separate matter.

Mr. Harding requested a roll call vote.

On the following roll call, Ms. Dexter's amendment to Ms. Nolan's substitute motion, seconded by Ms. Nolan failed for lack of a majority: Ms. Dexter NAY; Mr. Fantini NAY; Mr. Harding NAY; Ms. Kelly NAY; Ms. Nolan NAY; Ms. Bowman NAY; Mayor Simmons NAY: that the School Committee do a search for a new Executive Secretary and that the School Committee review the office needs and staffing of the School Committee office and appoint Dosha Beard as Interim Executive Secretary as needed.

On the following roll call, Ms. Nolan's substitute motion, seconded by Ms. Dexter, failed for lack of a majority: Ms. Dexter YEA; Mr. Fantini NAY; Mr. Harding NAY; Ms. Kelly NAY; Ms. Nolan YEA; Ms. Bowman NAY; Mayor Simmons NAY: that the School Committee do a search for a new Executive Secretary and that the School Committee review the office needs and appoint Dosha Beard as Interim Executive Secretary as needed.

On a motion by Mr. Fantini, seconded by Ms. Kelly, on the following roll call, it was voted that the School Committee appoint Doshia E. Beard as Executive Secretary to the School Committee upon the retirement of Judith Martin, Executive Secretary to the School Committee, on December 7, 2017. This appointment is conditioned on the ability of the School Committee and Mrs. Beard to reach a negotiated agreement. Mrs. Beard's first day as Executive Secretary will be December 8, 2017: Ms. Dexter PRESENT; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan NAY; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-122 Recommendation: Cambridge Public Schools District Plan 2017-2020  
(Mayor Simmons, 6-20-17)**

Ms. Nolan suggested that we make it clear that the word "framework" be used in the title of this document.

Ms. Dexter shared her disappointment that only 3 Members of the School Committee were on this planning team. Because of this, she commented that whole sections of the community did not have representation and we missed out on expertise of those other 3 Members. She indicated that the Committee should take this as a learning experience and that we should do things that are big as a whole. She noted that all 6 of the Members should have been involved in this. Ms. Dexter indicated that she has goals to send out. Ms. Dexter shared that she is treating this as a working document. Ms. Dexter passed out goals, objectives and outcome measures from 2012-2014 (on file in the School Committee office).

Ms. Bowman added that even if this were a Committee of the Whole, it was to identify people to do the work and with their colleagues trusting they will do due diligence. She shared that you want a broad range of perspectives which this process had. This process allowed us to have the best change in hearing from as many people as possible. We need to trust and respect each other's work to move our district forward.

Mr. Fantini added that it's his understanding that having 4 Members would have been in violation of the Open Meeting Law.

Mr. Harding commented that we need to respect that there was great work done. As School Committee Members we are elected to ask the particular questions. This vote will be a full confidence vote for Ms. Likis and the Superintendent to take this framework and run with it.

Ms. Kelly appreciates the work that the 3 Members did. She had her own opportunity to share what she felt would be in the plan with the Superintendent and Ms. Likis. She added that there were many ways to be involved such as the Town Hall and the CPAC parents coming to discuss what they wanted to see in the plan. She commented that what people brought got listened to and included in the plan and she sees it as a full comprehensive process.

Mayor Simmons asked the Superintendent what this vote represents for the framework.

Dr. Salim commented on the timeline moving forward, considering the comments from the Committee at the June 20<sup>th</sup> Regular Meeting, continuing with work on action planning with the plan framework. He is proposing to do a retreat with the School Committee related to the outcomes and targets for those measures and specific monitoring and action updates with roundtable meetings throughout the year. Mayor Simmons asked if he will be coming for a vote on the outcomes. Dr. Salim noted that he will see after the results of the retreat. He indicated that there is a lot of work related to the outcomes as we develop them over the time with the Committee. It would require the consensus of the Committee. Mayor Simmons indicated that if we are voting on a framework and moving to the outcomes then we should formally vote on the outcomes. Mayor Simmons noted that she doesn't see where the checks and balances are. Dr. Salim responded that setting outcome measures and benchmarks comes out of the work at a School Committee retreat. From a governance perspective, Dr. Salim shared that having specific outcomes and specific targets is the joint work of the Superintendent and the School Committee.

Ms. Kelly added that it would be important for the Committee to vote so that it would show agreement of what the targets are. It would show that we are holding responsibility to ourselves as part of that work.

Ms. Bowman commented that a plan is only effective if we are laser focused and strategic. She agrees that the Committee should vote on the targets and make sure we have finite deadlines of when we will vote on the next piece of the process.

Ms. Nolan definitely believes we need to have a vote on the next part of this strategic planning process. Ms. Nolan commented that we need to be prepared by September with these clear articulated smart goals.

Ms. Low Fleury asked when will we have the outcomes and whose responsibility will it be to draft these outcomes.

Mayor Simmons noted that Members are looking for a timeline and a lineup of outcomes with strategic objectives. Mayor Simmons asked that this be provided in the weekly. She also added that the Committee will be looking to vote on the outcomes after the retreat. She also indicated that she would like to see cultural competency as an outcome. Mayor Simmons supports the fact that 3 members sit on this working group and that she trusts their judgment. The retreat will bring everyone else on board to have these conversations.

Ms. Kelly added that the retreats are a very important part of the process. There have been ways that all Members have been able to participate in this process.

Mayor Simmons shared that her vote would represent the best interest of students and families with knowing that this will come back after the retreat for a subsequent vote to ratify. Mayor Simmons thanked the Superintendent for the work that he has done. She asked that all further reports, particularly this document, get to the Members as least 48 hours before being discussed.

On a motion by Mayor Simmons, seconded by Ms. Nolan, on a voice vote, **item #17-122** was amended to change the word "plan" to "framework" as follows: that the School Committee approve the Cambridge Public Schools District Framework 2017-2020.

On the following roll call, **item #17-122**, was removed from the Calendar and adopted as amended: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA: that the School Committee approve the Cambridge Public Schools District Framework 2017-2020.

**#17-100** Recommendation: Approval of Revisions to Cambridge Public Schools  
Family & Medical Leave & Small Necessities Leave Policy (Second Reading)  
(Ms. Kelly, 6-6-17)

Mr. Fantini moved, seconded by Mr. Harding, on a voice vote **item #17-100** was removed from the Calendar and referred to Sub-Committee on Contract Negotiations on the recommendation of legal counsel.

**6. Awaiting Reports:** None

**7. Superintendent's Agenda:**

**7a. Presentations:** None

**7b. Innovation Agenda:**

**7c. Consent Agenda:**

On a motion by Mr. Harding, seconded by Ms. Nolan, it was voted to move the entire Consent Agenda forward for discussion and adoption. Ms. Dexter removed **item #17-157**. Ms. Kelly removed item **#17-160**. Ms. Nolan removed items **#17-163, #17-171, #17-172, and #17-173**. Mr. Fantini removed items **#17-175 and #17-177**. On the following roll call, the balance of the Superintendent's Consent Agenda was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-156, Approval of the Settlement of AFSCME Council 93, AFL-CIO, Local 1611 American Arbitration Association Case Number 01-17-0001-3952**, that the School Committee approve the Superintendent's recommendation relative to the settlement of AFSCME Council 93, AFL-CIO, Local 1611 American Arbitration Association Case Number 01-17-0001-3952 in accordance with WR-17-620-CN-A.

That the following be referred to a second reading:

**#17-158, Approval of Revisions to Cambridge Public Schools Uniform Grievance Procedures Policy**, that the School Committee approve the Revisions to Cambridge Public Schools Uniform Grievance Procedures Policy as detailed in the document (first reading).

That the following be referred to a second reading:

**#17-159, Approval of Revisions to Cambridge Public Schools Non-Discrimination Policy and Prohibition Against Sexual Harassment**, that the School Committee approve the Revisions to Cambridge Public Schools Non-Discrimination Policy and Prohibition Against Sexual Harassment as detailed in the document (first reading).

That the following be referred to a second reading:

**#17-161, Approval of CRLS Handbook 2017-18**, that the School Committee approve the CRLS Handbook 2017-18, including revisions as detailed in the document (first reading).

**#17-162, Special Needs Contracts for Day and Residential Program Services not Available from the Cambridge School Department**, that the School Committee award contracts to the institutions as detailed in the list in amounts not to exceed the shown rates, having been approved by the Operational Services Division of the Commonwealth of Massachusetts, funds to be provided from the General Fund Budget and/or Grant Fund Budget.

	<u>#Active Contracts</u>	<u>Amount</u>
Day	15	\$1,084,704.17
Residential	1	\$136,920.00
45 Day Program	<u>1</u>	<u>\$83,475.00</u>
Total	17	\$1,305,099.17

**#17-164, Contract Award**, that the School Committee award a contract to the following vendor for placement and management of volunteers in both elementary, upper and secondary schools, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Cambridge School Volunteers, 459 Broadway, Cambridge, for the period July 1, 2017 to June 30, 2018, in the amount of \$196,365.00.

**#17-165, Contract Award**, that the School Committee award a contract to the following vendor for Educational Services, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Breakthrough Cambridge, CRLS, 459 Broadway, Cambridge, for the period July 1, 2017 to June 30, 2018, in the amount of \$71,910.00.

**#17-166, Contract Award**, that the School Committee award a contract to the following vendor for Food Service Paper Products, funds to be provided from the Food Service Revolving Fund, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Central Paper Products, 350 Gay Street, Manchester, NH, for the period July 1, 2017 to June 30, 2018, in the amount of \$59,000.00.

**#17-167, Contract Award**, that the School Committee award a contract to the following vendor for Food Service Paper Products, funds to be provided from the Food Service Revolving Fund, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Mansfield Paper Company, 380 Union Street, West Springfield, for the period July 1, 2017 to June 30, 2018, in the amount of \$80,000.00.

**#17-168, Contract Award**, that the School Committee award a contract to the following vendor for Student Tuition, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Norfolk County Agricultural High School, 400 Main Street, Walpole, for the period September 1, 2017 to June 30, 2018, in the amount of \$48,628.00.

**#17-169, Contract Award**, that the School Committee award a contract to the following vendor for Pest Management, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Bain Pest Control Service, 1320 Middlesex Street, Lowell, for the period July 1, 2017 to June 30, 2018, in the amount of \$38,880.00.

**#17-170, Contract Award**, that the School Committee award a contract to the following vendor for Software Maintenance, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

SchoolCity, Inc., 2900 Lakeside Drive, Suite 270, Santa Clara, CA, for the period August 12, 2017 to August 11, 2018, in the amount of \$32,500.00.

**#17-174, Approval of Gifts to Cambridge Public Schools**, that the School Committee accept and approve the following gifts and receipts as described.

1. \$5,000.00 to the Cambridgeport School made from the Cambridgeport Parent Teacher Organization to be used for field trip scholarships.
2. \$549.57 to the Kennedy Longfellow School and \$308.84 to the Cambridgeport School made from O'Connor Portraiture, Inc., as commission for student portraits. Funds will be used for the general support of the schools.
3. \$200.00 to the Cambridge Rindge and Latin School made from the Woodrow Wilson National Fellowship Foundation in support of the Educators of Color Conference.

**#17-176, Grant Award**, that the School Committee accept and approve the grant award in the amount and for the period indicated:

Title III Summer LEP Support, for the period July 1, 2017 to September 30, 2017, in the amount of \$2,040.00. Project/Grant SC18784.

**Description:** In combination with the Title III grant, this grant will fund part of the stipend of a Reading Teacher for a 5-week summer enrichment program for approximately 20 Elementary English Language Learners from across the district.

**#17-178, Grant Award**, that the School Committee accept and approve the grant award in the amount and for the period indicated:

Food Services Program Appropriation, for the period July 25, 2017 to June 30, 2018, in the amount of \$1,300,000.00. Project/Grant SC00402 .

**Description:** Food Services revenue is generated throughout the year from school breakfast and lunch programs, including Federal and State school lunch program reimbursements, as well as receipts from paid meals. Revenue is deposited to the Food Services Revolving Fund, which supports expenditures related to providing a breakfast and lunch program for students throughout the school year. At the beginning of each year, to enable the department to conduct business seamlessly from the start of the year, a recommendation is put forth to the School Committee to initially appropriate the Food Services Revolving Fund to reflect approximately 90% of Federal and State revenues received in the prior year.

**#17-179, Grant Award**, that the School Committee accept and approve the grant award in the amount and for the period indicated:

Circuit Breaker Allocation Funding Increase, for the period September 22, 2016 to June 30, 2018, for the increase amount of \$192,437.00. Project/Grant SC17776.

**Description:** This recommendation reflects an FY17 end-of-year increase in state funding from its initial reimbursement rate of 70% to 73%. These funds are available for expenditure through FY18.

#### 8. Non-Consent Agenda:

Mr. Fantini in the Chair 8:33 pm

**#17-157, Approval of an Amendment to the Agreement between the Cambridge School Committee and the Cambridge Educators Association Units A, B & E for the Montessori Program at the Tobin School**, that the School Committee approve the amendment to the Agreement between the Cambridge School Committee and the Cambridge Educators Association Units A, B & E for the Montessori Program at the Tobin School.

Ms. Dexter noted this is an interesting situation where we have to align with an outside organization, the Montessori. She observed that the Montessori schools have paraprofessionals in the classrooms but we do not have that in all the other Cambridge Public School classrooms. She shared that she believes the Montessori classrooms can be up to a maximum of 30 students which conflicts with our CEA contract. We are staffing the Montessori classrooms at the level of the Montessori but not allowing the class sizes to go up to that level. On the following roll call, **item #17-157** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons ABSENT.

Mayor Simmons in the Chair 8:37 pm

**#17-160, Approval of Revisions to Cambridge Public Schools Rights and Responsibilities Handbook**, that the School Committee approves the Revisions to Cambridge Public Schools Rights and Responsibilities Handbook as detailed in the document (first reading).

Ms. Kelly commented on the section of attendance which includes the attendance violation failure (AVF) which occurs when a student has four unexcused absences in one quarter. She compared the differences between the AVF policy and when a student is considering dropping out of school. When a student has an attendance failure, the policy reads that we wait until the 4 absences before the parent is called. She shared her desire to understand why a student is absence, tardy or cutting classes as opposed to causing him/her to fail a grade. Ms. Low Fleury clarified the AVF policy. She explained that a student doesn't automatically fail anymore but his/her grade will drop 10 points. She also confirmed that a robo call is made to the parent/guardian anytime a student has an unexcused

absence or is tardy. Ms. Kelly commented that she appreciated Ms. Low Fleury clarifying this and noted that this policy does not indicate what is actually happening now.

Ms. Bowman inquired about how many tardy days would make an absence. She commented that we should not penalize students for something they have no control over such as parents who can't get them to school.

Ms. Nolan focused on how we are responding to this. She suggested passing this policy to a second reading and also referring it to the School Climate Sub-Committee for further discussion.

Dr. Salim responded that many School Committees have regular cycles of reviewing their policies. He noted that in this instance it is a housekeeping change related to a title change. Dr. Salim shared that since this is the first reading, it would allow them to bring back more specific changes for the second reading to allow the policy language to align to the actual practice.

Mr. Harding indicated that there was a recent roundtable with the High School Extension Program (HSEP) with particular emphasis around absenteeism and tardiness. He asked if the AVF policy pertains to HSEP. This might force us to have a larger conversation about passing a policy for the district without saying this school is excluded or not. Dr. Salim responded that the AVF approach is not utilized at the HSEP.

Mr. Fantini indicated that the issue of chronic absenteeism is one of the 12 goals. We need to have a system that prevents chronic absenteeism whether excused or unexcused. We should take action far sooner to prevent chronic absenteeism.

On the following roll call, **item #17-160** was referred to a second reading and referred to the School Climate Sub-Committee for further discussion: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA

**#17-163, Contract Award**, that the School Committee award a contract to the following vendor for Special Education Services, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Cambridge Health Alliance, 1493 Cambridge Street, Macht Bldg., Room 506, Cambridge, for the period July 1, 2017 to June 30, 2018, in the amount of \$27,000.00.

Ms. Nolan asked for clarification on this contract award. Ms. Spera, Acting Assistant Superintendent for Student Services, responded that students started in February and this involves specific criteria for students transitioning from a psychiatric hospital. Students who have been previously hospitalized for psychiatric illness may also be considered but it is a very small program. It allows us to have strong relationships with the hospital setting. Ms. Spera shared that the goal is to have students move through the process and get back into their regular class schedule after a short period of time.

On the following roll call, **item #17-163** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding ABSENT; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-171, Contract Award**, that the School Committee award a contract to the following vendor for Instructional Materials, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

TCI Brings Learning Alive, P.O. Box 1327, Rancho Cordova, CA, for the period July 1, 2017 to June 30, 2018, in the amount of \$200,000.00

Ms. Nolan questioned if this is a new curriculum covering new grades. She also inquired about what is included; is it textbooks; is it online? What kind of evaluation is done?

Dr. Salim responded that this is part of the multi-year curriculum roll out in science specifically for grades 1 and 4 this past year and 2 and 5 this coming year. Dr. Turk also clarified that this current contract represents our second year and for students in grades 2 and 5. This contract supports student text workbooks and hands-on materials. The online materials are for teachers only.

Ms. Dexter requests to have some type of comprehensive data from surveying 1<sup>st</sup> and 4<sup>th</sup> grade teachers who would give feedback. She commented that she would like us going forward to develop a system to obtain data, test it and make sure it's worth the commitment.

On the following roll call, **item #17-171** was adopted: Ms. Dexter PRESENT; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-172, Contract Award**, that the School Committee award a contract to the following vendor for Basketball Court Refinishing, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

O'Sullivan Flooring Co., 139A Sagamore Street, Quincy, for the period August 1, 2017 to October 1, 2017, in the amount of \$28,726.00.

Ms. Nolan inquired about the cost sharing with the City on this contract. Mr. Maloney responded that this is our project with no cost sharing here. We take care of the physical structure.

On the following roll call, **item #17-172** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-173, Contract Award**, that the School Committee award a contract to the following vendor for Instructional Materials, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Houghton Mifflin Harcourt, 9205 S. Park Ctr Loop, Orlando, FL, for the period August 1, 2017 to July 31, 2018, in the amount of \$30,000.00.

Since we didn't have back-up for this contract, Ms. Nolan asked what this additional contract covers. Dr. Salim explained that this contract covers workbooks which are consumables required each year and covers grades K-8.

On the following roll call, **item #17-173** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-175, Grant Award**, that the School Committee accept and approve the grant award in the amount and for the period indicated:

Popplestone Foundation, for the period July 1, 2017 to June 30, 2018, in the amount of \$299,661.50. Project/Grant SC18695.

**Description:** This foundation grant will continue to support the salary of 2.0 full-time music teachers at the Peabody School and the Fletcher-Maynard Academy, as well as contribute funding for 0.4 of a 1.0 teacher FTE at the Tobin School.

Mr. Fantini gave a shout out to the 2 individuals who fund the very successful Kodaly program in most of our schools. This is a significant contribution to the school department and he wanted to give a big thanks. There are still 3 schools that don't have Kodaly music in them and he would like the system to move to have Kodaly in all schools.

On the following roll call, **item #17-175** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-177, Grant Award**, that the School Committee accept and approve the grant award in the amount and for the period indicated:

Coordinated Family & Community engagement, for the period July 1, 2017 to June 30, 2018, in the amount of \$263,815.00. Project/Grant SC18851.

**Description:** This CFCE grant supports pre-school-aged children and their families through collaboration between CPS and the City of Cambridge DHSP's Center for Families. Together they provide a seamless network of programs that are responsive to diverse families, including: conducting ongoing outreach, information, and referrals; providing family literacy-based play groups and community-wide activities; partnering with public schools and community-based programs to support Kindergarten registration and screening; providing family education and support services; and engaging families in supporting early childhood development through utilization of the ASQ screening tool and follow-up activities and referrals to address challenges early. In CPS, the grant funds the 0.40 FTE Early Childhood Specialist who co-facilitates mother support groups and other family support programs. The majority of the grant funding is subcontracted to the Center for Families, supporting many types of specialist positions.

Mr. Fantini noted that he had removed **#17-177** in error. On the following roll call, **item #17-177** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

#### **9. School Committee Agenda (Policy Matters/Notifications/Requests for Information):**

On a motion by Ms. Nolan, seconded by Ms. Bowman, it was voted to move the entire School Committee Agenda forward for discussion and adoption and discuss each item separately.

**#17-180, Joint Motion by Ms. Dexter and Ms. Nolan**, that whereas the School Committee is wholly invested in the success of the CRLS Leveling Up initiative as a way to increase opportunities for all CRLS students;

Therefore be it resolved that the School Committee encourages the CPS and CRLS administrations to use one or more teacher reserve positions to hire additional teachers if necessary to meet class size goals of 17-18 students in Honors ELA 9 and 12-15 students in Honors Access classes.

Ms. Dexter commented that this motion was in response to concerns that they have heard from the community. She added that the motivation for this was based on the numbers they received from Principal Smith which indicated that there are 26 sections with 4 of these already having 20 students and 50 more students are expected. She added that to her the numbers don't jive with the stated goal of class size.

Mr. Fantini indicated that he will be opposing this and indicated he thinks it is micro-managing. He added that the Budget Co-Chairs, the Superintendent and the CRLS principal are capable of making adjustments if they see fit.

Ms. Bowman commented that the high school has made the best decision to move forward. If there is a need, they will come to the Superintendent and request it. She added that we shouldn't make decisions about this reserve without being fair and equitable to all our schools. Ms. Bowman added that we have a world language initiative pilot which is rolling out. Making policies like this makes inequities in our system. Make these resources available to all schools that need them. She indicated that the Committee needs to be more disciplined.

Mr. Harding commented that he doesn't understand why this is continually brought up when we have said many times that the resource of the reserved teacher positions are there and leveling up has our full support. If leveling up needs the teachers, they will get them. We have been encouraging this for the last 6 months. Mr. Harding indicated that we have done our due diligence and we have supported the high

school in all ways possible. Principal Smith has everything he needs to make CRLS the best urban high school in America.

Ms. Kelly shared that she also feels this is an unnecessary motion at this point and we have had many discussions earlier in the process. She trusts that if new students are enrolled, our administration would place the resources there. Ms. Kelly noted that the 9<sup>th</sup> grade teachers were a driving force because they are so committed in having this come into place and are doing professional development this summer. She wants to trust that the high school administration and the district leadership know what resources they have put in and what needs to happen.

Mayor Simmons shared that she trusts Principal Smith and the Superintendent will support the leveling up program. Mayor Simmons indicated that we shouldn't get into the habit of second guessing our staff. Let the program begin. Our Principal will do everything to make sure it is successful.

Ms. Nolan commented that for her this is policy and budget. We don't know how many additional 9<sup>th</sup> graders will enroll over the summer. This motion is not mandatory; it indicates if necessary we support them in keeping the class size of just 18 in the Honors ELA. She indicated that this is a new initiative so let's bring the classroom size down and give it the best chance of success.

On the following roll call, **item #17-180** failed of adoption for lack of a majority: Ms. Dexter YEA; Mr. Fantini NAY; Mr. Harding NAY; Ms. Kelly NAY; Ms. Nolan YEA; Ms. Bowman NAY; Mayor Simmons NAY.

**#17-181, Motion by Ms. Dexter**, seconded by Ms. Nolan, that whereas the City's 2017 Community Needs Assessment and the 2015 report from the City's Early Childhood Task Force both identify the critical need to expand access to affordable preschool programs for Cambridge families;

Therefore be it resolved that the School Committee requests that the CPS administration report back to the School Committee, by October 1, 2017, on the number of unfilled seats in CPS JK-only, mixed JK/K, and K-only classrooms as of September 15, 2017.

Link to 2015 Task Force

Report: <https://www.cambridgema.gov/News/2015/11/~media/F8450DA771B342529B5FF721684CAF21.ashx>

Link to 2017 Community Needs

Assessment: <http://www.cambridgema.gov/CDD/Projects/Planning/~media/D6E35EF2822B411986DC72B6FEC9CD6B.ashx>

Ms. Dexter indicated that this motion is part of the larger community discussion. There was interest among the Committee earlier in the year of what could happen with empty seats in the JK/K program but it was determined that mid-year was not an appropriate time. Ms. Dexter shared that she wanted to bring it forward at a different time and in a different way. We need to start to get data on what capacity we have every year and we are adding 2 more kindergartens this year so we are adding 40 extra seats. She noted that this motion is simply asking for data and she wants to make sure we are not creating excess capacity.

Ms. Kelly questioned the first whereas which relates to affordable preschool programs and asked what that has to do with JK and K. She indicated that preschool has a separate set of guidelines and a separate curriculum according to the DESE.

Ms. Nolan shared that the Committee always receives an October 1<sup>st</sup> mandated enrollment report from the State. She indicated that she is not interested in getting a separate report but offered that possibly that the regular October 1<sup>st</sup> report could include the JK and K level.

Mr. Harding indicated that preschool and JK/K are 2 different things and the language in the first paragraph in the motion doesn't apply. He added that we could get the required information in the second paragraph of the motion in the October 1<sup>st</sup> report.

Mr. Harding offered a substitution to **item #17-181**, seconded by Ms. Nolan, that the School Committee requests that the CPS administration report back to the School Committee, in the October 1, 2017 mandated State Report, on the number of unfilled seats in CPS JK-only, mixed JK/K, and K-only classrooms. Ms. Dexter indicated that she supports Mr. Harding's substitute motion. On a voice vote, Mr. Harding's substitution to item **#17-181**, was adopted thereby rendering the main motion moot.

**#17-182, Motion by Ms. Dexter**, that whereas the CPS administration, following the recommendation of the Cambridge Early Childhood Task Force, will study, in 2017-2018, the feasibility of providing developmentally appropriate JK classrooms for 4-year-olds in most or all CPS elementary schools; and

Whereas there have been calls from parents and other members of the community to expand the CPS JK program to serve all Cambridge 4-year-olds in order to make Cambridge more affordable for low-, moderate-, and middle-income families;

Be it resolved that the School Committee requests that the CPS administration report to the Committee, by October 1, 2017, on the feasibility of admitting a limited number of younger 4-year-olds from the CPS preschool waitlist to fill unfilled seats in JK-only classrooms as considered appropriate by CPS elementary school principals and JK teachers and in accordance with Controlled Choice and CPS JK/K waitlist policy.

Link to 2015 Task Force

Report: [https://www.cambridgema.gov/News/2015/11/~/\\_media/F8450DA771B342529B5FF721684CAF21.ashx](https://www.cambridgema.gov/News/2015/11/~/_media/F8450DA771B342529B5FF721684CAF21.ashx)

**Item #17-182** failed for lack of a second.

**#17-183, Motion by Ms. Dexter**, seconded by Ms. Nolan, that whereas the CPS policy to allow JK and K transfers as late as the December vacation can disrupt student learning in JK, JK/K, and K classrooms, the School Committee requests that the CPS administration recommend to the Committee a developmentally-appropriate deadline for JK and K student transfers. This recommendation is requested by November 1st, 2017. Any new deadline would go into effect in the 2018-2019 school year.

Ms. Dexter shared that this motion came from a conversation earlier in the year where Assistant Superintendent MacDonald indicated that it was disruptive for the transfer process to happen so late in the year. Ms. Dexter commented that this is a tender age in terms of the achievement gap so transfers make it disruptive. She added that if the professionals have a recommendation to change this policy, she they would like to hear from them.

Ms. Nolan commented that parents don't ever move their children lightly. She shared that the policy was revised so there are far fewer transfers. She shared that she is not interested in changing our policy to make it more difficult to transfer and would not support this motion.

Mr. Fantini shared that he feels December is a reasonable date. We need to support parents to transfer their children with legitimate needs and he won't be supporting this motion.

Ms. Bowman added that big policy issues are brought forward and we don't have the time and the space to dig in a way to give us the position to move something forward. This is changing a major policy within the school district. Ms. Bowman shared her wishes that these really big policy issues be vetted at the sub-committee level so that when it is brought forth robust conversations has already occurred.

Ms. Dexter moved to refer **item #17-183** to the Curriculum and Achievement Sub-Committee. Ms. Dexter's motion failed for lack of a second.

Mr. Harding moved, seconded by Mr. Fantini, to place **item #17-183** on file. On a majority voice vote with Ms. Dexter voting NAY, **item #17-183** was placed on file.

**#17-184, Motion by Mr. Harding**, seconded by Mr. Fantini, that the Superintendent updates the School Committee on the exact date in which the "College Prep" designation (Name) will be changed as a course

offering at CRLS. Further that this update be prepared by the 2nd Regular School Committee meeting in September, 2017.

Reference: School Committee Order C14-117, June 17, 2014.

Mr. Harding indicated that he brought this up again because nothing has happened since his original motion was adopted on June 17, 2014. He commented that we have talked about this in many different spaces. Someone who doesn't understand how our system works at the high school would be confused about what that course designation means. Mr. Harding noted that when we had this conversation with the school administration, they were on board. He trusted that the spirit of the conversation indicated that it would happen.

Ms. Nolan agrees we should follow up on our motions under awaiting reports or follow ups. She is interested if consultation happened with high school staff and what the discussion was.

Mayor Simmons added that she would support this motion because the name designation is not accurate.

Ms. Kelly noted that in June 2014, there was a different superintendent and a different administrative team. We have talked many times about how the college prep term is interpreted. We want to be clear for our families and students.

Ms. Dexter reflected on our sense that the Principal has not acted on this and has been aware of this matter. She added that everyone has a different idea about what trust is in allowing a superintendent and a principal to do what is best.

Mr. Harding commented that this has nothing to do with trust. There was never any disagreement about it. We have had the conversation. We need to come to resolution on this. He has been consistent on this situation for almost 4 years.

Ms. Nolan offered an amendment to **item #17-184**, seconded by Ms. Bowman, that the School Committee asks that the "College Prep" designation (Name) be changed as a course offering at CRLS. Further that this update on change be done by the 2nd Regular School Committee meeting in September, 2017. Reference: School Committee Order C14-117, June 17, 2014. On a voice vote, Ms. Nolan's amendment to **item #17-184** was adopted. On a voice vote, **item #17-184** was adopted as amended.

**#17-185**, Approval of Invoice for \$7,074.00 from the Massachusetts Association of School Committees (MASC) for 2017-18 annual dues. On the following roll call, **item #17-185** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

**#17-186**, Approval of Invoice for \$4,165.00 from the National School Board Association (NSBA) for 2017-18 annual dues. On the following roll call, **item #17-186** was adopted: Ms. Dexter YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Ms. Bowman YEA; Mayor Simmons YEA.

On a motion by Mr. Fantini, seconded by Ms. Nolan, on a voice vote, **items #17-187, #17-188 and #17-189**, Reports of the following Sub-Committee Meetings were accepted as presented:

**#17-187**, Report of the June 19, 2017 Special Education Sub-Committee Meeting

Meeting of the Special Education Sub-Committee  
Henrietta S. Attles Meeting Room  
459 Broadway  
Cambridge, MA  
Monday, June 19, 2017  
5:30 PM

Called for the purpose of discussing the Office of Student Services leadership transition and any other possible concerns.

Members Present: Ms. Kelly, Chair; Ms. Bowman (ABSENT); Ms. Dexter

Also Present: Mr. Alfred Fantini; Dr. Salim, Superintendent of Schools; Dr. Carolyn Turk, Deputy Superintendent; Ms. Jean Spera, Director of the Office of Student Services; Dr. Lori Likis, Chief Planning Officer; Diane Holder, CPAC; Julie Viens, CPAC, Cambria Russell, CPAC; Karen Dobak, CPAC; Pamela Blau, CPAC; Robert Curtis, parent of special needs child in out of district placement; Stephanie Downey and Jay Jordan, HGSE interns

Ms. Kelly in the Chair.

A quorum of the Sub-Committee being present, Ms. Kelly called the meeting to order at 5:33 PM.

The Chair turned the meeting over to Dr. Salim for brief introductions. He shared information regarding the search and process for the Assistant Superintendent of Student Services.

Discussion took place regarding the Office of Student Services (OSS) transition process:

The position of Assistant Superintendent of Student Services was posted earlier this year. The search committee was chaired by Dr. Turk and included Ms. Allen, Executive Director of Human Resources as well as parents and teachers and other educators. He noted that there were concerns shared with him in May of how the decision was made and communicated. He noted that the search committee had forwarded a finalist to the Superintendent and to the administrative cabinet. At that level, they also do reference checks and other tasks related to the process. They did not feel they had a candidate for a permanent position at that point in time. In the process of planning the transition, he wanted to build on the work that has been started and the great progress made under Dr. Greer's leadership. He has worked to understand the program reviews. Dr. Salim also indicated that he had engaged in school visits with Dr. Greer and one with Dr. Marilyn Friend. He had conversations with Jean Spera about stepping into an interim role. He shared that it will also be important for him to be more hands on in the work of the OSS during this time and to have monthly meetings with Ms. Spera, the CPAC officers and Dr. Turk to continue having open lines of communication. Dr. Salim added that moving forward they will engage a national search firm during the fall to hire for this position. He noted that it is a difficult position to fill across the Commonwealth due to the number of candidates available. He shared that when he met with CPAC officers that afternoon, he learned about the trust which had been developed with Dr. Greer's leadership in OSS and he did not want to lose that trust.

Ms. Dexter reminded the public that the structure of the Special Education Sub-Committee consists of Kathleen Kelly as the Chair, and Emily Dexter and Manikka Bowman as Sub-Committee Members.

Discussion took place around the Strategic Plan:

Dr. Salim commented that at the June 6<sup>th</sup> Regular Meeting, the Draft Strategic Plan and 5 strategic objectives and initiatives which fall under those objectives was presented. This planning process involved the administrative council and the inclusive planning team. The administrative council consists of our 18 principals and members of the Cabinet and central department coordinators in addition to curriculum coordinators, the lead teacher for social emotional learning, the welcoming schools coordinator and our out of school time coordinator. Superintendent Salim shared that he received some feedback at the Town Hall meeting held on June 13<sup>th</sup> with over 100 people. They had discussion groups, gathered that data and saw that specifically the support for the whole child as an individual had the most comments for special education students. They analyzed the responses as part of their leadership team meeting this morning in relation to the plan. A lot of specifics will happen during the action plan process. The action planning, the finalizing of the outcomes and benchmarks will happen over the course of the summer and subsequent meetings over the course of the new school year.

He shared what inclusive practices may look like in the action plan as well as collaboration between general education and special education teachers.

Dr. Likis commented that the main thing we are trying to do is to understand the one thing in the public reaction to the district plan that we cannot see. What might that thing be and how can we capture it?

Ms. Kelly noted that we are talking in general terms which makes it harder to discuss what inclusive practice is. It needs to be a separate piece in the plan under special education. She asked what would help make special education more effective for all our students. Dr. Likis noted that this is a good example of work that happens next for this and other initiatives. When we go to create the action plan for the initiative that is when we bring together a mixed group of people, spec. ed. and gen ed. working on the action plan. It would be the same process but bringing in the different perspectives. We need to begin with how are we defining our terms and have a shared understanding. Dr. Salim indicated that it has to be a cross section of people. Because of the focus on inclusive practices, it does not mean there is no support for other students. When we did inclusive practice initiative, we changed it from "expanding it" to "to develop and expand" because not every school or grade looks the same. Dr. Salim commented about work around level up this year and co-teaching opportunities at the upper school which has shaped how we are doing scheduling. He wants to map out the schedule of students first so those pieces around inclusion can be successful.

The Chair allowed the following public comment:

Julie Viens commented about doing research, seeing as many programs that work as possible and seeing excellent examples. She indicated that the School Committee and the administration have to be on the same page. She noted that the word "inclusion" is a catch all for special education. It needs to be a separate thing. She noted that the big issue they have had is for the teacher taking responsibility for the IEP and that this needs to be articulated separately. She added that there needs to be a separate accountability on the part of the general education teacher. She had questions on the role of Dr. Greer's strategic plan as a guiding document for the work of the special education programs and what is going to be used for the evaluation of the plan. She added that alignment an integration of the special education plan into the overall strategic plan is key.

Dr. Salim noted that many of the things set in place in the OSS strategic plan are now part of the regular cycle. We want to build on the work which has been successful. The whole outcome piece will be discussed with School Committee at the next Regular Meeting. He shared that researching and seeing other programs is powerful. He has observed classrooms over the course of this year and has made sure to spend time in sub-separate classrooms. The strongest examples of collaboration between special education and general education teachers happen when they have time to plan together.

Dr. Likis added that those were great points. We are trying to create a district where we are more coherent on what we are doing. She commented that the special education plan may need to be revisited; we are not trying to replace it but thinking of what part of the work related to special education needs is to be part of the overarching district plan. It's about the collaboration of the special education and general education teachers and it's about the mindset and belief systems, skill set and structures that support you in being successful.

Robert Curtis commented that his preference would have been to keep his child in the public system in an inclusion setting. His daughter is in and out of an out-of-district placement. He shared that partial inclusion has been shied away from in this system. His guiding principal would be necessity is the mother of invention. Having more children required to be included will spur the entire system to meet the challenge. He asked the percentages of full inclusion, partial inclusion and substantially separate students.

Ms. Dexter asked for clarification on the reason why we don't have more programs in house for inclusion.

Mr. Curtis pointed out that the perception among parents is that partial inclusion on an IEP is not regularly an option that teams consider in this district. You can be in a substantially separate classroom or take an out of district placement. He shared that he would love a partial inclusion option.

Karen Dobak commented in terms of increasing partial inclusion; it has been found that we don't do that very well and it hasn't been an option for students. She added that there are things that are not made clear to the team and they should know that they are allowed to consider certain things. She would prefer the framework and a definition of the terms be agreed upon before the action plan starts. She added that the word "inclusion" has had strange definitions in this district overtime. She commented that she wants it to be clear up front what inclusion really means. She shared that as a parent of a 24 year old who has been in the district from the beginning, we are still talking about some of the same issues. It is not happening from the bottom up; there needs to be movement about strong pressure from high up to fight the resistance. She commented that we can't continue to exclude these children.

Ms. Kelly commented that if you are going to create a cultural change, it has to come from both ends. She indicated that we need another meeting to have a discussion on being clear on our definitions and that it is important for CPAC, the School Committee and the district to be on the same page regarding the definition of terms.

Discussion followed on culturally sensitive curriculum and the need for someone from Central office of OSS to be at the table to design the curriculum to be sensitive to the different learning needs and include diverse learning styles in designing the curriculum

Dr. Likis added that this initiative being in this district plan is the district saying this is changing now. The fact that this is in the plan makes it a central action initiative. We will monitor this in the action plan and have future ongoing discussions. It will guide the work. This action plan will help us be accountable.

Pamela Blau spoke about Universally Designed Curriculum which includes general education and special education. She noted that there has been a pilot program in that and it would be a pity not to use that in this new plan. The word inclusion could be taken as a smaller part of what the whole picture is. The whole thing should be more about collaboration.

Dr. Salim gave comments about the Universal Design for Learning (UDL) and added that there is a place around that work that has to be looked at as part of our action planning. It is very challenging work and could be misinterpreted that you really don't need to differentiate. His experience is that when you apply this to instructional practice, the reality is that there are strategies around differentiation that still need to happen. He shared that it is a sophisticated model of practices and certain prerequisites for general education and special education educators need to happen. He also noted that it requires a huge mindset shift first.

Dr. Likis noted that they have discussed UDL and aired on the side of not specifically citing that. Initiatives are framed broadly because language needed to be simple and easily understood. They are trying to avoid making commitments to specific things before they do the work to determine if this is the right thing or not.

Ms. Kelly gave an example of cultural proficiency that would have occurred from the top down. Two years ago some teachers got together and created a team and came up with their own program. They were involved in having a program about cultural proficiency and learning about the communities their students are coming from. When the teachers start to own it, it becomes part of what is going on.

Julie Viens asked if there has been any thought given re accountability about using performance evaluations. Her understanding was that teacher evaluations are like a technicality and don't keep teachers accountable to best practices. There needs to be a method of accountability.

Ms. Dexter asked about a co-teaching model. Pamela Blau commented that she saw good examples at Vassal Lane Upper School and Haggerty. She has heard good things at the high school. Julie Viens commented that she saw examples at CRLS when she subbed of there being a special educator and a

general educator in one classroom and the special educator was in charge of kids with IEP and the general educator was responsible for everyone else. It was a substantially separate classroom inside the classroom.

Mr. Fantini commented that we can focus in on mindset and think about changing our hiring practices to do a scientific process to determine the mindsets for our hires. He suggested bringing in experts such as Mary Nash.

Karen Dobak added that she would love to see our district take on the idea to the greatest extent possible that we are no longer going to use discipline such as detention and expulsion to take time away from learning. She added that we are creating disabilities by the way we are implementing our discipline in this district. She would like to see outcome measures being very specific.

Dr. Turk added that the first response in working with children and families is not to go directly to punishment but to go to a restorative practice first. We are looking at how we are working with the adults so they feel they have the tools to respond in a healthy way and to address the issues. They are helping people think what can be done differently. There is a commitment to continue working on this and moving forward in all of our schools.

Pamela Blau mentioned the achievement gap which she feels is also connected to the special education issue, families of color and discipline issues.

Ms. Kelly indicated when the Committee is talking about school budget with the City Council, the achievement gap comes up. She indicated that we are asking our teachers to do more now than a few decades ago. We aren't able to completely mitigate all the other things going on in children's and families' lives, such as income inequality. We try to connect those families with those services.

Dr. Turk added that a different type of indicator is to make sure all adults interacting with children have training which they have been doing with bus drivers, paraprofessionals, out of school time partners, cafeteria workers, clerks and custodians, etc.

Karen Dobak shared that her 24 year old is doing incredibly well because of special education. Her commitment is coming from a place of having a really good special education for everyone.

Ms. Kelly commented that this was a good first round and the need to get back and have another meeting with this important discussion. She shared that it is important to hear directly from special education parents and their every day experiences.

Adjourned (7:06 PM)

Judith T. Martin  
Executive Secretary the School Committee

**#17-188**, Report of the June 20, 2017 Governance Sub-Committee Meeting

Meeting of the Governance Sub-Committee  
School Committee Conference Room  
459 Broadway  
Cambridge, MA  
Tuesday, June 20, 2017  
10:30 AM

Called for the purpose of discussing the School Committee Office staffing.

Members Present: Mr. Fantini, Chair; Ms. Kelly; Mr. Harding

Also Present: Ms. Allen, Executive Director of Human Resources  
Mrs. Martin, Executive Secretary to the School Committee

Mr. Fantini in the Chair.

A quorum of the Sub-Committee being present, Mr. Fantini called the meeting to order at 10:32 AM.

Mr. Fantini explained that Mrs. Martin will be retiring on December 7, 2017 and will be using some accumulated vacation and personal time during the next 5 months so it is important to have someone ready and able to assume the office duties and responsibilities as well as have the proper amount of time for continued training with Ms. Martin before her retirement. It would be recommended that the steps be started to fill the position vacated by Ms. Beard upon her appointment as Executive Secretary and successful contract negotiations. This would allow for in depth training for both positions in the fall.

He shared that Mrs. Martin has written a letter of recommendation in support of Dosha E. Beard being appointed Executive Secretary to the School Committee upon her retirement. Dosha has been in the position of Confidential Secretary in the School Committee Office for almost 3 years. Mrs. Beard also received a letter of recommendation from Mr. Maloney, COO (on file in the School Committee office).

Mr. Fantini shared that this position is a unique position to Cambridge. He commented that appointing the last two Executive Secretaries internally (Ms. Berry and Mrs. Martin) has proven to be the best practice to follow similar to the concept of succession planning. Mr. Fantini noted that this ensured for the continuity of the office and a seamless transition. He explained the process used to appoint Mrs. Martin as Executive Secretary in 2014. The Sub-Committee Members noted that Mrs. Beard already has a strong relationship with the Members which shouldn't be taken for granted. She came through and proved that she can handle the responsibilities of this position when she acted as Interim Executive Secretary during Mrs. Martin's eight week medical leave of absence this year. She has the "inside" experience, knowledge and skills needed for this position.

Discussion followed with Ms. Allen regarding the posting of the Confidential Secretary position should Ms. Beard be appointed Executive Secretary. It was recommended to post that position both internally and externally for a minimum of 10 days to approximately 3 weeks.

Mr. Harding asked for clarification on the timeline in filing the positions. He noted that Mrs. Beard did show that she can handle the position when she filled in for Mrs. Martin. He indicated that this position also serves as a liaison between the School Committee, the press and the public. There is a certain level of expectation in dealing with the public. Ms. Kelly noted that Mrs. Beard relates to everyone well on the Committee.

Ms. Allen handed out the job description prepared in 2014 for Executive Secretary to the School Committee. She added that this would be a time for the Committee to review the duties of this position (on file in the School Committee office). Ms. Allen spoke in general terms that she would recommend the current salary for this position remain the same unless the Committee dramatically changes or reduces the amount of work or responsibility associated with this job.

The Governance Sub-Committee agreed to recommend the following motion to the Committee of the Whole at the Regular meeting of June 20<sup>th</sup> as a late order.

**Motion by the Governance Sub-Committee**, that the School Committee appoint Dosha E. Beard as Executive Secretary to the School Committee upon the retirement of Judith Martin, Executive Secretary to the School Committee, on December 7, 2017. This appointment is conditioned on the ability of the School Committee and Mrs. Beard to reach a negotiated agreement. Mrs. Beard's first day as Executive Secretary will be December 8, 2017.

Adjourned (11:16 AM)

Judith T. Martin  
Executive Secretary to the School Committee

Distributed Documents: (on file in the School Committee office)

Report of the Governance Sub-Committee (May 19, 2014)  
Mr. Osborne's late motion as Chair of the Governance Sub-Committee to appoint Judy Martin as Executive Secretary (May 20, 2014)  
School Committee Order C14-102  
Ms. Martin's letter of recommendation for Dosha Beard  
Mr. Maloney's letter of recommendation for Dosha Beard  
Resume of Dosha Beard  
Minutes of Regular Meeting of May 20, 2014 (page 1)  
Job Description for Executive Secretary to the School Committee (2014)

**#17-189**, Report of the June 27, 2017 Buildings and Grounds Sub-Committee Meeting

**Meeting of the Buildings & Grounds Sub-Committee  
School Committee Conference Room  
June 27, 2017  
5:30 PM – 7:00 PM**

Called for the purpose to review CPS rental/leasing agreement, check progress on feminine hygiene pilot work in selected middle and elementary schools and discuss project recommendations for the 2017 Cambridge Participatory Budget.

Members Present: Ms. Bowman, Chair; Mr. Fantini, Ms. Nolan

Also present: Ms. Claire Spinner, Chief Financial Officer; Mr. James Maloney, Chief Operating Officer; Lisa Downing, parent FMA; Jocelyn Vitetna, parent FMA; Mercedes M. Soto, parent FMA; Shani Ellis, parent, PTO president FMA; Dan Monahan, CEA President

A quorum of the Sub-Committee being present, Ms. Bowman called the meeting to order at 5:40 PM. Ms. Bowman read the call of the meeting and passed out an agenda. She explained that there will be three minutes per person for public comment on each item on the agenda.

The Chair began with the first item on the agenda, the Cambridge Participatory Budget. Ms. Bowman turned the meeting over to Mr. Maloney who began by explaining that about 50% of our buildings do not currently have air conditioning. About 5 years ago, CPS began to get more requests for A/C in buildings, since then approximately 68 A/C units have been put into classrooms, and roughly 59 classrooms still do not have A/C. Working with principals, central administration decided that A/C units should first go to rooms with children with disabilities, special needs, and self contained classrooms, due to health issues. Ms. Nolan added that state regulations require it as a legal compliance issue since the special needs classes are separated and distinct with separate needs. A problem has been reported that some of the units are too loud for students with hearing disabilities.

Mr. Maloney reported a rough estimate of the status of schools with partial A/C:

Amigos school	20 classrooms with A/C	2 classrooms without
Cambridgeport school	10 classrooms with A/C	11 classrooms without
Graham & Parks	9 classrooms with A/C	12 classrooms without

FMA	20 classrooms with A/C	10 classrooms without
KO Longfellow school	9 classrooms with A/C	24 classrooms without

CPS has purchased 10 additional units to be installed by September.

Mr. Maloney wants to know if this is a formal request so, he can prepare to get estimates. The plan is to cover some office space, but not gymnasiums and cafeterias. The cost may be as much as \$75,000.00, which would use all of the participatory budget funding. Ms. Bowman asked whether or not the units have to be removed every season and Mr. Maloney answered that they do not need to come out of the windows. The A/C units are not working at the peak of sustainability. Teachers do not turn them off when they leave. In the winter, they are wrapped, but still continue to be a small drain on energy.

Ms. Bowman opened the floor for comment from the Members.

Ms. Nolan asked for clarification on how many schools do have air conditioning. Ms. Nolan mentioned that, as it relates to air conditioners, the King Open School had a grievance filed against it and she wonders if we can educate the principals on the proper use of outlets to avoid overload. Ms. Spinner stated that LED lighting has been completed, so they run more efficiently now. Ms. Nolan indicated that an order was passed in September of 2015 asking for a report on the presence of air conditioners in classrooms, the number of bathrooms and accessibility, and future plans for playground improvement. She wonders if that report was ever done. Ms. Bowman stated that the Cambridgeport parents have signed and sent a petition to her around the issue of heat in the classrooms. Ms. Nolan added that ultimately she wants CPS to save energy and have quiet units that are state of the art.

Mr. Fantini stated that many parents acknowledge some of our schools are old buildings and they never complain, but it is going to get worse and we need to address it. The administration has been making progress and he suggested that we hire an electrical engineer. Mr. Fantini indicated that CPS should commit to providing more air conditioners and work out the details. He mentioned that September gets hot also.

The floor was opened for public comment. Discussion took place around the following comments, questions, and concerns:

- Lisa Downing, FMA parent stated her issues are equity and missed learning time due to hot weather. It has been very disruptive earlier this month for her son's class to have to switch classrooms, according to the weather. The classroom she speaks of is a class with various student needs, some with asthma or other disabilities. She purchased a fan for \$25.00 from Target for the classroom which helped move air around. It was of minimal help, and was better than nothing. She would like to know the teachers feelings about teaching under these conditions.
- Shani Ellis, FMA parent of two students, PTO President spoke about the air on the fifth floor as compared to the first floor. She is present to represent all parents and students. She supports having the work done, especially if it is a small piece of the budget. She emphasized that it may also be very hot when the students return to school in September.
- Jocelyn Viterna, FMA parent of two students, stated that the autism inclusion classroom located on the third floor is not a functional class in hot weather. Schools in the shade get more protection from the sun however all schools are not in the shade. She mentioned that her daughter has come home with severe heat rash which does not make for good learning or sleeping. This school has a lot of safety issues. In the winter the snow is a problem, there is a lot of snow, once it is moved it is pushed up onto the side of the building, and there is always a lot of ice and moving cars. It is obvious that sooner or later someone is going to get hurt and we need to make sure that these issues are solved. Some kids don't have AC in the home; at least part of their day should be comfortable. She is concerned about the participatory budgeting as a funding solution because since it is calls for a vote, it is not guaranteed.
- Mercedes Soto, FMA parent suggested trying to be creative and partner with teachers for ideas i.e. bringing ice buckets and putting cold towels on the students so they don't stroke out.

1. What is the response to a heat emergency?
  2. What are the budget priorities?
  3. What is the timeline?
  4. Can we take advantage of resources in the community?
- Dan Monahan, CEA President thanked the parents for telling their stories. He also appreciates that the School Committee is looking into this. He agreed with Mr. Fantini that we got lucky with 2 mini heat waves. The teachers are incredibly tolerant however we don't want to go with the status quo. He does not want to underestimate the non classroom space. He appreciates all of the work that has already been done. He is surprised that the money to fix the problem is so short. He wonders if this is really a participatory budget issue or an equity issue.

Public comment was closed.

Mr. Maloney stated we don't have any money budgeted for air conditioners. The new budget starts next week. There was a major problem with leaks at the Baldwin school gym that had to be attended to. As a result, we cannot re program money now. He does understand that students and staff get hot in buildings without A/C and stated there is no harm in trying to get money from participatory budgeting for this. We have \$550,000.00 in capital money. He urges that we try to get participatory budgeting and get a few more rooms done in September. There already is summer work planned with painting and floors.

Ms. Nolan made it clear that she wants all repairs to take place, paint, floors, and A/C. There are millions of dollars being spent on new schools and there are other schools that have buckets for drips year around. She indicated that since we have 10 new units, the higher floors, and schools without shade that get more hot should get them and we should get another 10 units.

Mr. Maloney asked that we not dictate where they go. Principals run their buildings; they are in charge of their buildings according to state law. Administration distributes them equitably between schools. He emphasized strongly that although he is sympathetic to it, CPS does not have a surplus of funds for an A/C project at this present time.

The Chair recommended that since this issue falls within an infrastructure project for the city, we appeal to them for funding. She is thinking of both long and short term solutions. She also suggests the Buildings and Grounds subcommittee begin to plan to include air conditioners into the FY 19 budget.

Mr. Fantini agreed we may need to start planning for the FY19 budget. Whatever the number is at the end of FY18, we should be prepared to go forward. Mr. Maloney stated it is a fair and reasonable goal.

The rules were suspended to allow Ms. Soto to speak. Ms. Soto stated that since we have good relationships with universities; she asked if we can negotiate with air conditioned institutions like MIT for the use of their facilities. Ms. Nolan agreed that the Emergency Preparedness for Heat Act needs to be addressed. We may need to close the district during heat waves in June.

Ms. Bowman's request to the parents at this meeting is to make sure we write something very compelling to the city so that the city will recognize this issue as something very important. It has to be submitted by the end of July, and then get narrowed down. We need to make sure we are in every cut.

The Chair moved on to the second item on the agenda, Sanitary Hygiene Pilot Updates.

Mr. Maloney stated that things are progressing well. There is a lot of sheetrock work still needing to be done. Ms. Bowman would like to have at least one elementary school for a pilot, stating that the support needed for a third grader is going to be very different than for a middle school student. Ms. Kim DeAndrade, Ms. Jamie McCarthy, and Ms. Tracy Tynes would be the best staff to include in this process. Ms. Bowman asked to know what she needs to do to include the elementary schools. Ms. Spinner stated that we should include the principals at the elementary schools in these conversations. It was agreed that baskets may work until we can get dispensers.

The Chair moved on to the third item on the agenda, CPS Rental/Leasing Agreement Review.

Ms. Spinner spoke about the update of the draft. She is confident that the updates of our policies and procedures are accurate. She explained that up to page 11, it is close to what is already in progress. We now have 4 categories for rentals. We have a permits coordinator. The fee schedule for equipment was discussed. Ms. Bowman and Mr. Maloney agreed that this is a very well laid out document and that Ms. Spinner has done an amazing job putting it all together along with everything else. Ms. Spinner stated that they are still working with the theaters to establish rental for lights and mics. Technology issues are huge, not just in auditoriums. We need to have a technician on site to keep damage issues down. Ms. Nolan asked whether or not we should make all partners pay for technicians all the time, sometimes it makes sense and in other instances it does not make sense, specifically for our community partners at North Cambridge Family Opera. She asked if there can be a process for some of our partners to pay a rental fee and use our equipment at no cost. Some of our partners lend us their equipment at no cost, they may stop that practice if we increase our fees to them. Mr. Maloney mentioned that we are not in the theatre business. We should be very careful about our expensive equipment that is used primarily for education that gets damaged by our partners. All partners make the same claims and we are left with broken equipment.

Ms. Bowman asked for a list from Ms. Nolan and Mr. Fantini of what they would like. We need to make a determination of when this draft moves to the next stage.

Ms. Nolan wants to:

Make sure our partners' usage is preserved, i.e. community sports teams, after school programs etc.

Can we train our non profits to be technicians?

Is there an issue of storage?

Wants clarification of what "commercial use is prohibited" means

Is concerned that commercial can also apply to our nonprofits.

Would like residents to sign an affidavit and provide proof of 50% residency.

If the custodians are getting paid, make sure they are working.

Find a way to make sure our space is not rented to make a profit elsewhere.

It was brought up that there are non-profit corporations to consider. Ms. Spinner stated our nonprofits will not be affected in any way. Mr. Maloney added that there will always be disputes.

Mr. Fantini has some edits and he hopes that we can start to:

Use credit cards

Will the process be automated to include lists?

Collect money in advance to avoid delinquency.

How far in advance can a permit be issued?

If custodians are working in those buildings, do they work while the events are in progress?

Ms. Spinner stated that since we are leaving first-class, we be able to begin online use with credit cards.

Mr. Monahan asked for clarity about the damage policy.

Ms. Bowman asked why we require someone to get a permit in a space they already occupy.

Mr. Maloney answered that we will know what spaces are being used at all times, and the permitting process is used as a master calendar to provide custodial preparations and to help avoid double booking.

It was asked if this draft can be on the Regular Summer meeting agenda on July 25, 2017.

Mr. Maloney stated that there has been talk that the summer meeting should be brief and focus on the strategic plan as a Roundtable.

Ms. Spinner asked the Members to take a good long look at the terms and conditions.

There will be another Buildings & Grounds meeting set in July to finalize the draft.

Mr. Fantini motioned, Ms. Nolan seconded to adjourn.

Meeting adjourned at 7:15 PM

Dosha Beard

Confidential Secretary to the School Committee

**Documents Submitted** > (on file in the School Committee office)

- Agenda
- June 20, 2017 ORDER C17-200
- Petition for heat in schools
- June 20, 2017 *Draft* Facilities Rental Policies and Procedures
- APPENDIX I: Fees for Use of School Facilities During Non-school Hours (as of 9/16)

Mr. Fantini in the Chair, 8:06 pm.

Mayor Simmons exited the meeting (8:06 pm).

**10. Resolutions (letters of congratulations, letters of condolence):**

On a voice vote, the following motion was adopted:

**Motion by Ms. Nolan**, seconded by Mr. Harding, that the School Committee hereby goes on record in expressing its deepest condolences to the family of Lisa Van Vleck for their great loss. Lisa Van Vleck was Director of Corporate Programs for Cambridge School Volunteers for over 30 years, who together with teachers and corporate partners created the NetPals, KeyPals, and the Reading Buddies programs. She was the recipient of the MIT President's Community Service Award in recognition of her contributions to the City of Cambridge. This year, the program she originated, NetPals, received the Massachusetts Service Alliance award for Outstanding Community Partnerships.

**11. Announcements:**

Ms. Nolan moved, seconded by Ms. Kelly, to suspend the Rules to take up an item not on the Agenda. It was voted to suspend the Rules for the reason stated.

Ms. Nolan announced that a motion will be brought in at the September 5<sup>th</sup> Regular School Committee meeting to change the holiday on the second Monday of October to Indigenous Peoples Day to align with the City calendar. It will be discussed at that meeting.

**12. Late Orders:** None

**Distributed Back-up Documents/Handouts:**

- ✓ Comments from Jake Crutchfield
- ✓ Comments from Lauren Austin-Spooner

**E-mail communications received:**

- Email from Laura Gibbs re Do more to attract and retain teachers of color in Cambridge
- Email from Anita D. McClellan re request for 2 SC motions for September to take care of very old SC business
- Email from Sarah Block re follow-up on Motion #17-115
- Email from Amy Zhou re Harvard Art Classes for Cambridge Public Schools
- Email from Kirti Magudia re Age cutoff for junior kindergarten and kindergarten

*The communications are on file in the Office of the Executive Secretary to the School Committee and can be viewed.*

On a motion by Ms. Bowman, seconded by Ms. Kelly, it was voted to adjourn (8:10 PM).

Judith T. Martin

Executive Secretary to the School Committee