S C H O O L C O M M I T T E E

(Official Report)

Regular Meeting **December 1, 2015**

Called for 6:00 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. Cronin, Mr. Fantini, Mr. Harding, Ms. Kelly, Ms. Nolan, Mr. Osborne, Mayor Maher

Also Present: Student School Committee Members: Griffin Andres and Ben Austin

Mayor Maher in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 6:20 PM.

1. Public Comment:

There being no one signed up to speak, on a motion by Ms. Kelly, seconded by Ms. Cronin, it was voted to close public comment.

The Chair announced that due to a Comcast outage, this meeting would not be televised live but was streaming live, would be made available for replay and would be posted on the CPS website.

The Chair announced that the Superintendent would be late for the meeting as he was currently meeting with the Police Commissioner and City Manager due to another bomb threat to the Cambridge middle schools.

2. Student School Committee Report:

Mr. Andres reported on the following:

- ✓ Today and tomorrow are considered “bottle up days” which are run by the CRLS Marine Conservation Club to encourage students to use reusable water bottles instead of single use bottles. This club hopes to distribute reusable water bottles to all incoming freshmen students.

Mr. Austin reported on the following:

- ✓ Last Wednesday was the annual falcon pride day and it was a success. Events during the day included a Footloose performance, a cappella group performance, and a modern dance performance.
- ✓ The Rindge football team did not win during the Thanksgiving Day game but their spirit was strong.

3. Presentation of the Records for Approval:

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

- Special Meeting – November 17, 2015
- Regular Meeting – November 17, 2015

4. Reconsiderations: None

5. Unfinished Business/Calendar: None

6. Awaiting Reports: None

7. Superintendent's Agenda:

7a. Presentations:

Family Engagement…….. Lori Likis, Chief Planning Officer

Dr. Turk introduced Ms. Likis, Chief Planning Officer. It was stated that the All School Councils Meeting: Share Your Family Engagement Plan held on November 30th had an amazing turnout. Ms. Likis introduced the CPS Family Engagement Team: Melody Brazo, Welcoming Schools Coordinator; Program; Chris Colbath-Hess, Program Manager for Professional Development; Robin Harris, Principal, Fletcher/Maynard Academy; Kathleen Kelly, School Committee Member and School Climate Sub-Committee; Rosalie Rippey, Family Communications Manager; and Nicole Sullivan, Family Liaison, Peabody School. She noted that Michelle Godfrey, Director Center for Families, was unable to be here tonight. Ms. Likis and the CPS Family Engagement Team walked the Members through the following PowerPoint presentation (on file in the School Committee Office) and answered the Members questions and concerns.

Family Engagement in the Cambridge Public Schools, Strengthening the Family/School/Community Partnerships Critical to Student Success

- The team and our purpose
- CPS Family Engagement Planning Team
- Planning Team purpose
- What is family engagement? In CPS, family engagement is…
- Why is family engagement important?
- Essential to school improvement
- Parent-community ties
- Key to success is trust
- Why is a culturally proficient and respectful approach to family engagement important?
- Creating the CPS family engagement plan
- A research-based framework
- MA Family, School, Community Partnership Fundamentals
- An inclusive process
- A shared district focus
- A plan for every school
- Next steps
- Measuring our progress
- Potential outcome measures
- Building district capacity
- Communication
- Responsive communication
- Accessible communication
- Our systemic approach
- References

7b. Innovation Agenda:

7c. Consent Agenda:

On a motion by Ms. Kelly, seconded by Ms. Cronin, it was voted to bring forward items **#15-273 through #15-279** for discussion and adoption. Mr. Harding removed item **#15-273**. On the following roll call, items **#15-274 through #15-279** were adopted: Ms. Kelly YEA; Ms. Nolan YEA; Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Mayor Maher YEA.

#15-274, Special Needs Contracts for Day and Residential Program Services not Available from the Cambridge School Department, be adopted as follows: 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.

	# Active Contracts		Amount
Day	1		$67,020.24
Residential	0		$0
45 Day	0		$N/A
		Total	$67,020.24

#15-275, Gifts/Miscellaneous Receipts, that the School Committee accept and approve the following gifts and receipts as described.

1. $1,300.00 to the Cambridge Rindge and Latin School from the National Education Association Foundation to advance student and faculty global competence at CRLS.

2. $1,300.00 to the Cambridge Rindge and Latin School from Project Zero/Harvard Graduate School of Education as part of CRLS's participation in Project Zero's *Making Learning Visible* Project, which supports collaborative learning by documenting learning-in-process and then sharing it back to individuals and groups.

3. $500.00 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 school.

#15-276, Contract Award, that the School Committee award a contract to the following vendor for Legal Services, funds to be provided from the General Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Collins, Loughran & Peloquin, P.C., 320 Norwood Park South, Norwood, for the period November 1, 2015 to June 30, 2016, in the amount of $30,000.00.

#15-277, 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:

Clinical Solutions, 100 Cummings Center, Suite 341-H, Beverly, for the period December 1, 2015 to June 30, 2016, in the amount of $69,605.00.

#15-278, Contract Award, that the School Committee award a contract to the following vendor for Ballroom Dance Instruction, funds to be provided from the General Fund budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

Kids Ballroom Dance Program of MA, 52 Winding Brook Lane, Well, ME, for the period December 1, 2015 to June 30, 2016, in the amount of $26,900.00

#15-279, Grant Award, that the School Committee accept and approve the grant award in the amount and for the period indicated:

> Massachusetts Kindergarten Entry Assessment Initiative, for the period August 1, 2015 to June 30, 2016, in the amount of $8,136.00. Project/Grant SC16119.
> **Description**: With funding from Race to the Top Early Learning Challenge funds, the MA Department of Early Education and Care will provide funds to support professional development in the use of Teaching Strategies-GOLD, which will be used to fund substitutes for kindergarten staff to participate in PD during regular school hours

8. Non-Consent Agenda:

#15-273, Approval of Tentative Agreement between the Cambridge Education Association Units A&B Regarding District Determined Measures, that the School Committee approve the Tentative Agreement between the Cambridge School Committee and the Cambridge Education Association Units A&B regarding district determined measures. This tentative agreement has been ratified by the Cambridge Association Units A&B as detailed in the agreement.

Mr. Harding inquired about the level of School Committee involvement in this contract negotiation and why do we believe this is a good thing for us. Dr. Turk responded that these negotiations and conversations have been ongoing for over a year. She indicated that it was time well spent. The involvement of School Committee up until this time was not as deep as it could have been but it was appropriate for what they were trying to reach. The desire would be to include the School Committee more moving forward. Dr. Turk explained the 3 areas of balance: #1 coming up with District Determined Measures (DDMs) that are going to be effective in terms of yielding information that will actually move instruction forward; #2 using our best judgment to ask what is working out there in terms of DDMs; and #3 needing to have something in place within the parameters of the DESE to approve. Dr. Turk indicated that this agreement made sense for us right now for the shorter term but noted that there is more work to be done with the CEA.

Ms. Nolan asked for clarification on the addendum and the time period of this agreement. Attorney MacFarlane explained the agreement dates.

On the following roll call, **#15-273**, was adopted: Ms. Kelly YEA; Ms. Nolan YEA; Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Mayor Maher YEA.

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

On a motion by Ms. Nolan, seconded by Mr. Harding, the following Report was accepted as presented:

#15-280, Report of the Meeting of the November 10, 2015 Community Relations Sub-Committee

Community Relations Sub-Committee
November 10, 2015
11:30-1:15 PM
School Committee Conference Room

Called for the purpose of discussing exit surveys, the enrollment report, waitlists at schools and any other business that may come before the Committee.

Members Present: Ms. Nolan, Chair; Ms. Cronin, Mr. Osborne

Also Present: Mr. Fantini, Ms. Kelly, Mr. Maloney, Chief Operating Officer; Ms. O, Family Resource Center Director; Ms. Sampson, FRC Assistant Registrar, Ms. Rippey, Family Communications Manager; Ms. Gist, CEA President and Ms. Dexter, Member Elect

Ms. Nolan in the chair.

A quorum of the Sub-Committee being present, the Chair called the meeting to order at 11:30 AM.

Ms. Nolan read the call of the meeting and then read the agenda which was passed out to all in attendance. The chair went over the demographics and any changes. A few items were pointed out regarding K-5 free and reduced lunch and ethnicity. It was stated that we are at 47% overall for free and reduced lunch.

The Committee had a general discussion on the following:

Mr. Maloney stated that there tends to be more full pay lunches in the lower grades, and a drop in African American lunches in the K-5 grades. What does that mean for what is happening demographically in the city?

Enrollment: There is an enrollment concern in the upper schools. 25% opt out of our system in the middle grades. There is a disruption, and then there is stability. Imbalance is impacted by attrition. Affordable housing is the major reason for attrition more than anything else. These numbers seem to be reflective of what is happening citywide.

There is concern about 44% free/reduced lunch in grade 1.
We have not been operating with a plus/minus band for a few years.
It was brought up that some students leave the charter schools and enroll in our system.
Over the past 3 summers, grades 1-3 have been very different from grades 4-8.
CPS Enrollment Oct. 1, 2014 v. 2015 Actuals and Projected handout was passed out and everyone reviewed it page by page.

Exit surveys: Ms. Rippey, distributed handouts: Enrollment Report to SC 10-1-14, and Raw Data report on Summer 2015 Withdrawals handouts were passed out. These reports are done quarterly so the information gained is still fresh in the parents' minds. Manpower issues are the reason they are only done when the students leave. Her first handout has all of the withdrawals from April to October 2015. They decided to include students that are registered, not enrolled. This term means on the list as having registered, but never attended CPS.

The Committee agreed on making some revisions. It was agreed to do a survey on restructuring the no shows to find out where they went, acknowledging it will be hard to obtain data. There is no reason for them to deal with us, and we have no info on them, so there is not much to attain.

Ms. Cronin asked whether there is a homeschooling trend of enrollment going up or down? Is there a crossover of homeschooled, demographics and special needs students? Ms. Rippey will do reports by demographics, then by year.

Another survey was promised to be emailed to the School Committee Members. The Chair reminded Ms. Rippey to look at the Newton Public Schools report.
Do we need to look at a good PR marketing technique?
It was suggested that during registration, a short survey to tell us why you are coming in may be a help to us. However, it was brought up that adding to registration paperwork may not be a good idea.

Waitlists: Two Waitlist handouts were passed out: (Summary of Waitlist as of 11-09-15). No one can be moved. We are at full capacity. The next set of handouts was waitlist school by school. Deferrals were discussed. There are none in the summer. The deferral is for one year, when they expire, they maintain their spot if they wish. Some enrollments are capped, some not. Vassal Lane is a tough school to schedule. MLK is now known as a safety school, described as a school parents know their child will get into. King Open has a nonexistent wait list. There was a discussion about a group letter on the Chinese immersion program signed by 111 parents. Ms. Nolan read the letter. Ms. Nolan also read a letter written by Ms. Katie Giraldi, parent, regarding her son losing out the longer it takes for him to get into the

Mandarin Chinese immersion program. Mandarin is both a language and a culture. The demand for immersion programs is not going away. There is more concern regarding attrition in these programs than the ability to fill them. The complaint is that they are hard to get into. We need more opportunities for immersion. There is a model for K-5 that will feed into the middle school for the Mandarin immersion program. We want to make sure we do not end up with a lot of vacant immersion seats

Controlled Choice: The new language for the approved revisions to the controlled choice report will read as follows:

1. Effective with the 2015-16 school year, the School Committee restore the +/-10% SES band for assigning students to grades JK-8.

2. Effective with the 2015-16 school year, the School Committee restore the calculation of student socio economic status to capacity of a school's grade rather than the actual enrollment of the grade.

Future topics: Usually it is housing that makes families leave, but we don't know what brings them back. Survey on first choice schools

Mr. Osborne moved to adjourn, seconded by Ms. Cronin.
Meeting adjourned at 12:55 PM.

Dosha Ellis Beard
Confidential Secretary
School Committee Office

Distributed Documents (on file in the School Committee office).
Agenda
Unofficial Data October 1, 2013, 2014 2015
CPS Enrollment Oct. 1, 2013 v. 2014
CPS enrollment elementary schools by SES status
Letter to Ms. Nolan from Katie Giraldi, parent of a FMA Chinese Immersion waitlist student
Group Letter on Chinese Immersion at MLK
Summary of Waitlists as of 11-09-15
Waitlists SY15-16 as of 11-02-15 (school by school)
3-Year SES Averages M3 & M4-K for Lotteries 2016
CAPS Report for SY 15-16: JK-8 – 10/29/15
Cambridge Public Schools Summer 2015 Withdrawals

On a motion by Mr. Harding, seconded by Mr. Osborne, the following Report was accepted as presented:

#15-281, Report of the Meeting of the November 19, 2015 Inauguration Ad-Hoc Sub-Committee

Meeting of the Inauguration Ad-Hoc Sub-Committee
School Committee Conference Room
Thursday, November 19, 2015
10:00 AM

Called for the purpose of discussing plans for the January 4, 2016 School Committee Inauguration at 6:00 PM in the Public Library lecture hall.

Members Present: Mr. Fantini, Chair; Ms. Bowman, Member Elect; Ms. Dexter, Member Elect

Also present: Ms. Kelly, Mr. Simpson, VPA Coordinator; Ben Austin, Student Member; Griffin Andres, Student Member

A quorum of the Sub-Committee being present, Mr. Fantini called the meeting to order at 10:00 AM. He read the call of the meeting.

Mr. Fantini in the Chair.

Discussion took place around the following items related to the School Committee Inauguration:

- Location
  - Cambridge Public Library lecture hall – January 4, 2016, 6:00 PM
  - Executive Secretary will be meeting with Marilyn Gagalis, Program Coordinator, at the Public Library on December 3, 2015 to discuss our needs and lecture hall set-up for the Inauguration event
  - Collation will follow the inauguration at the CRLS main cafeteria. Parking will be available at the CRLS garage. Permits have been approved.
- Formal Invitations – the invitation from the last inauguration was passed around for reference. It was decided to give each member 29 invitations and to limit the amount of invites going out to city departments.
  - Question was asked if this meeting is open to the public. Yes it is, and the capacity is at least 200 people.
- Masters of Ceremony
  - Both of our student School Committee Members will MC. Ms. Dexter also suggested that the student body president Ross Baker be involved in some way to recognize him as a leader – perhaps he can introduce the speakers.
- Clergy
  - It was suggested to have an Imam at the event to support the Muslim tradition. Ms. Bowman will give Ms. Martin a list of clergy to invite by Tuesday before Thanksgiving. They will be given a three minute limit.
- Guest Speaker
  - It has been decided to choose someone within the CPS system for a change this year – Ms. Robin Harris, FMA Principal, will be asked to speak. Mr. Fantini will reach out to Ms. Harris as a guest speaker.
- Catering
  - Ms. Dexter suggested a caterer. Price needs to include wait staff, set up, appetizers, meal, dessert and clean up
- Photographer
  - Executive Secretary has contacted and confirmed Bethany Versoy, School Department photographer
  - Ms. Dexter suggested someone from the Register Forum to also cover the event.
- Music / Entertainment
  - Singing groups: Mr. Simpson suggested the Early Bird Singers at the Peabody School, to do the national anthem. We need at least 2 groups. It was decided 2 songs per group.
  - Visual Arts: Mr. Simpson also asked if there would be any visual arts to showcase for more variety. They could set up a mini exhibit.
  - Dance: Space and what the floor is made of is a concern for dance. Could we put up a platform? Who would provide the platform?
  - A small ensemble (string quartet) would be nice as people are coming in. It will be left up to Mr. Simpson.
  - What is the pre set up before the event? When is the load in and what about transportation? 4:00 would be good for the students to set up and do a walk through to know where to store coats and know what they are doing etc.
  - Ms. Dexter suggested something be done in another language. Each line of the pledge of allegiance can be spoken in a different language by the theatre students. We can write it out in a way that people will know what is being said. Is there a way to get a piano or keyboard into the cafeteria? Mr. Simpson will give a list of questions to Ms. Martin

  - Badges for the students so they can have a sense of pride of participation. There was a discussion on what the badge would say. We can put the seal on it along with the title and put a little ribbon on the side (like the resolutions), or have it hang around their necks
  - Students names will be in the program.
  - Dress code for students is white shirt, black pants or skirt.
  - Student pictures with the dignitaries after the event was a very well received suggestion
- Programs
  - Ben brought up the fact that the middle grades students have student government and they can be greeters and ushers. It was suggested to make sure there is balance in the demographics.
- Member Biographies
- Flowers
  - The Executive Secretary will order a floral basket for in front of the podium. A decision was made not to order boutonnieres and corsages.
- Wooden name blocks have been ordered
- Member preference for oath of office
- Invitations
  - Sterling Printing will be used.

It was mentioned that a second Ad-Hoc meeting may be scheduled in mid-December.

Ms. Dexter motioned, Ms. Bowman seconded to adjourn.
Meeting adjourned at 11:10 AM

Dosha Beard
Confidential Secretary
To the School Committee

10. Resolutions:

11. Announcements:

The Chair asked that Dr. Young speak on this morning's bomb threat against the Cambridge middle schools. Dr. Young recognized Mr. Maloney for his amazing work this morning noting that information was communicated to families and staff within 15 minutes. He indicated that they have tried to listen and respond to concerns from families and staff regarding the communication and are learning from that experience. There will be continued collaboration between the school department and the police department. In the coming days, Dr. Young, Mr. Maloney, City Manager Rossi, and Police Commissioner Haas will continue to debrief on this matter. Dr. Young thanked the families, community and staff for their patience and understanding as we work through this difficult time.

12. Late Orders:

Motion by Mr. Harding, seconded by the entire Committee, that the School Committee send a letter of condolence to the family of Patricia Dance

Motion by Mr. Harding, seconded by the entire Committee, that the School Committee send a letter of condolence to the family of Leonard Johnson.

On a motion by Ms. Kelly, seconded by Mr. Fantini, the meeting was adjourned (8:26 PM).

Judith T. Martin
Executive Secretary to the School Committee

Distributed Back-up Documents (copies on file in the School Committee office):

- Family Engagement Powerpoint presentation slides
- CPS Family Engagement Action Plan 2015-16 form