

SCHOOL COMMITTEE

(Official Report)

Regular Meeting

January 6, 2015

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. The Budget Sub-Committee (Committee of the Whole) will convene for the purpose of discussion and possible decision on voting the adoption of the FY2015/2016 Budget Calendar and Budget Guidelines.

Members Present: Ms. Cronin, Mr. Fantini, Mr. Harding (ABSENT), Ms. Kelly, Ms. Nolan, Mr. Osborne, Mayor Maher

Mayor Maher in the Chair.

Also Present: Student School Committee Members Lucy Sternbach and Liz Kubicek

A quorum of the School Committee being present, the Chair called the meeting to order at 5:06 PM.

1. Public Comment:

- Karen Dobak, Allston St., #15-8 Motion by Mayor Mayer
- Julie Viens, Montgomery St., #15-8 Motion by Mayor Mayer
- Peg Hume, Magazine St., trauma sensitive schools

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

2. Student School Committee Report:

Ms. Sternbach reported that they are nearing the end of the first semester. The Winter Ball will be held on January 30th at the Marriott. She also mentioned that a CRLS student athlete just broke the track record which was held since 1999 for the 1000 meter race.

3. Presentation of the Records for Approval:

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

- Roundtable Meeting – November 12, 2014
- Regular Meeting – December 2, 2014

4. Reconsiderations: None

5. Unfinished Business/Calendar: None

6. Awaiting Reports:

- ✓ Report by fall 2013 on AP program at CRLS (C13-133) (June 4, 2013)

7. Superintendent's Agenda:

7a. Presentations:

5 Year Financial Forecast.....	Claire Spinner, Chief Financial Officer
School Improvement Plans.....	Bob Ettinger, HGSE Ed.L.D Resident Carolyn Turk, Deputy Superintendent Maryann MacDonald, Assistant Superintendent of Elementary Education

Mr. Fantini asked the Committee to consider deferring Ms. Spinner's presentation to another date. It was agreed to move Ms. Spinner's presentation to the Budget Sub-Committee Meeting on January 13, 2015, at 5:30 p.m.

The Chair introduced Dr. Turk, Deputy Superintendent, who gave an overview of the process which has been ongoing for the past two years on Cambridge's Individual School Improvement Plans. She is proud to publically share the evolving school improvement work and hopes that the conversation will not end this evening.

Dr. Turk turned the presentation over to Bob Ettinger. Mr. Ettinger stated that he is a student in the Doctorate of Education Leadership Program at Harvard Graduate School of Education and a National Board certified teacher. His role in Cambridge is "resident", both leading and learning in Cambridge, from July, 2014 to May, 2015. His work is focused on building district systems and supports for school improvement plans and processes.

Mr. Ettinger walked the Members through the PowerPoint presentation on the School Improvement Plans (on file in the School Committee office).

Cambridge Public Schools SIP Update 2014-2015:

- Why revise SIPs?
- 2013-14 SIP Improvement Begins
 - Training for School Councils about their role in SIP process
 - New SIP model introduced to principals in Spring 2014
- CPS SIP Model
- Soliciting feedback
- Focusing our work
- A process, not just a plan
- A binder, not a bound book
- Sections of the SIP's
 - Plan overview
 - Data analysis
 - Action Plan
- Timeline of due dates
- Timeline of support
- Feedback by Rubric
- Benefits we see so far
- Areas for continued development
- Additional Questions

Mr. Ettinger explained that each school was asked to focus on 2 -3 priority objectives or initiatives and develop shorter term implementation benchmarks to continually assess progress. Based on data used by the district, every school was required to include an action plan addressing math. Each school was also expected to include steps to close the achievement gap and to have steps addressing students with disabilities embedded into the work.

CRLS Principal Damon Smith responded to the Members questions regarding student performance and enrollment in AP and Honors classes; move-up initiative; alternatives to suspension; behavioral approaches, and the omission of RSTA from the high school SIP.

The Committee and the Superintendent thanked Principal Smith for attending tonight's meeting and congratulated him on the birth of his new baby.

The Members thanked Mr. Ettinger, the Teaching and Learning Team, and the Principals for their work on the School Improvement Plans. They indicated that the more focused plans were easier to review and a vast improvement over the previous plans. The Members questioned why areas such as world language, history, social studies or science in some grades were omitted from the plans. Some of the Members suggested that the principals may want to bring to the district budget process the need for a restorative justice program, behavioral reporting system, and full-time art and music program in the elementary schools.

The Members expressed desire in the future to have smaller group presentations (school by school basis) with principals and possibly school council members at sub-committee meetings.

Dr. Young noted that there is no "recipe" for these plans. Data was used to make decisions around the focus on math and special education. When you select 2 or 3 issues, other items become a lower priority. It is important to have something that unifies the district but also give each school its own identity. He applauded Bob Ettinger for his work as a resident in Cambridge through the Harvard Ed. School.

The Superintendent recognized Ms. Martha Mosman, Principal of the Tobin Montessori School, who publically announced her plans to retire at the end of the school year from the Tobin Montessori. He acknowledged her exemplary leadership role and her extraordinary work at the Tobin Montessori School.

Dr. Young introduced and thanked the following principals who were in attendance at this meeting:

Tony Byers, Principal, Graham & Parks School
Katie Charner-Laird, Principal, Cambridgeport School
Gerald Yung, Principal, King School
Nicholas Leonardos, Principal, Baldwin School
Patricia Beggy, Principal, Morse School
Deborah Sercombe, Principal, Amigos School
Robin Harris, Principal, Fletcher Maynard Academy
Christina Farese, Acting Principal, High School Extension Program
Nancy Campbell, Principal, Haggerty School
Christine Gerber, Principal, Kennedy/Longfellow School
Darrell Williams, Principal, King Open School
Ms. Martha Mosman, Principal of the Tobin Montessori School
Jamal Adkins-Sharif, Head of Vassal Lane Upper School
Ralph Watson, Head of Rindge Ave. Upper School
Manuel Fernandez, Head of Cambridge St. Upper School
Mirko Chardin, Head of Putnam Ave. Upper School

7c. Consent Agenda:

Mr. Fantini moved, seconded by Ms. Kelly, the adoption of the Consent agenda. Mr. Osborne removed **#15-01** and Ms. Nolan removed **#15-02**.

On the following roll call, it was voted to adopt items **#15-03** through **#15-07**:

#15-03, Contract Award, that the School Committee award a contract to the following vendor for specialized student services as required by students' Individual Education Programs (IEP), funds to be provided from the General Fund. Procurement of Procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

Perkins School for the Blind, 175 North Beacon Street, Watertown, for the period September 1, 2014 to June 30, 2015 in the amount of \$36,368.00.

#15-04, Contract Award, that the School Committee award a contract to the following vendor for rental of ice, funds to be provided from the General Fund. Procurement procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

Facility Management Corp, 100 Schoosett Street, Bldg. 3, Pembroke, for the period November 24, 2014 to June 30, 2015 in the amount of \$26,652.00.

#15-05, 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.

Home for Little Wanderers, 10 Guest Street, Boston, for the period July 1, 2013 to June 30, 2014 in the amount of \$72,232.77.

#15-06, Approval of Gifts to Cambridge Public Schools, that the School Committee accept and approve the following gifts and receipts as described.

1. A gift of \$3,890.65 to the Peabody School from book fair receipts, to be appropriated in support of the library.
2. A gift of \$400.00 to the Peabody School made from Lesley University for the general support of the school.
3. A gift of \$149.62 to the Peabody School made from Target for the general support of the school.
4. A gift of \$100.00 to the Cambridge Rindge and Latin School made from the Mr. Holland's Opus Foundation for the support of the CRLS music program. The donation was made possible by Barbara A. Wadsworth, in memory of her cousin, Brian Scott Macnair.

#15-07, Grant Awards, that the School Committee accept and approve the grant awards in the amounts and for the periods indicated:

1. Early Childhood Special Education Program Improvement, for the period December 15, 2014 to June 30, 2015, in the amount of \$8,550.00. Project/Grant SC 15103.
Description: With these funds we will purchase 14 iPads (1/classroom), Kaymbu software, and additional apps to be determined, for a total budget of \$8,550.

With these products teachers will capture photos of students' activities during the day, and these images will be shared with the children's families via email or text. This will strengthen the relationships between home and school and help families understand their children's development. These photos will also be used by staff to support data collection with regard to the activities used to meet goals and objectives for each child.

2. Akamai Foundation – Robotics, for the period January 1, 2015 to June 30, 2015 in the amount of \$5,000.00. Project/Grant SC15110.

Description: This grant will support the participation of the CRLS Robotics Team in the F.I.R.S.T. robotics competition. Grant funds will be used to purchase supplies needed in order to build a robot from scratch for the competition.

3. Massachusetts Cultural Council-STARRS, for the period December 15, 2014 to June 30, 2015 in the amount of \$3,600.00. Project/Grant SC15894.

Description: This grant will support a residency in theatre at the Cambridgeport School by the Underground Railroad Theater Company who will work with 3rd grade students, infusing the dramatic arts into elements of the literacy and social studies curricula.

Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Mayor Maher YEA.

8. Non-Consent Agenda:

#15-01, 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 the Grant Fund Budget.

Day	7	\$215,673.58
Residential	0	N/A
45 Day Program	0	N/A
Total Current Rec	7	<u>\$215,673.58</u>

Mr. Osborne commented that in the future he would like to learn more about these institutions as to their specialties, the services they provide and the history of their partnership with us. Dr. Greer noted there will be a mini-presentation by the OSS Out-of District Coordinator on January 20th. Dr. Greer will provide a booklet to the Members on these schools including descriptions and the populations they serve. She indicated that they give parents 3 to 4 recommendations from which to choose when an out-of-district placement is recommended. Some schools may not accept students from us.

On the following roll call, it was voted to adopt item **#15-01**: Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Ms. Nolan YEA; Mayor Maher YEA

#15-02, Contract Award, that the School Committee award a contract to the following vendor for professional development, funds to be provided from the General Fund. Procurement procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

Marilyn Friend, Inc., 415 Pisgah Church Road, Box 355, Greensboro, NC, for the period August 25, 2014 to June 30, 2015, in the amount of \$43,500.00

Ms. Nolan asked if this contract was a follow-up to the Haggerty School co-teaching report and noted that it would be good for School Committee to discuss that report on the co-teaching model. Ms. Nolan questioned why we can't contract with someone closer to home or in the district to do this considering we want to build on best practice. She noted a significant cost of this contract is for the out of town element. Dr. Greer responded that Dr. Friend is one of the best in the field and her work is nationally known. Dr. Friend is doing work with the OSS Executive Leadership Team to grow the capacity and skills of people. She will also do work with FMA and the Program Manager of the Teacher Induction Program. Dr. Greer acknowledged that Dr. Friend is being paid out of a program improvement grant and she had waited for the grant before she sent the contract through for Committee approval. Mr. Harding inquired if this was a phase of the OSS plan. Dr. Greer responded that they are now working on a long term strategic plan with a section on inclusive education. Dr. Friend is helping them to look at the best practices. Dr. Greer intends to provide a report through a sub-committee in the future.

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

On a motion by Mr. Fantini, seconded by Ms. Cronin, it was voted to bring forward for adoption the School Committee Agenda. Mr. Osborne and Ms. Cronin removed **#15-08**.

On a motion by Mr. Osborne, seconded by Ms. Cronin, it was voted to refer **#15-08** to the Budget Sub-Committee for consideration during the budget guideline process. Ms. Cronin thanked the Mayor for bringing this important issue to their attention. **#15-08, Motion by Mayor Maher**, that whereas in order to respond to concerns increasingly voiced by educators, parents and staff regarding mental health and social/emotional issues in our schools, we ask that the Superintendent and his cabinet ensure that these concerns be integrated into the budget guidelines for FY15/16.

It was voted to accept the following reports as presented:

#15-09 Report of the Meeting of the November 25, 2014 Curriculum Sub-Committee

Meeting of the Curriculum Sub-Committee
Tuesday, November 25, 2014
Dr. Henrietta Attles Room
9:00 AM – 11:00 AM

Called for the purpose of reviewing the web 2.0 Policy of the Cambridge Public Schools and discussing any and all business that may come before the Committee pertaining to technology in our schools.
Members Present: Ms. Cronin, Chair; Mr. Fantini, Ms. Nolan

Presenters: Dr. Jessica Huizenga, Assistant Superintendent of Curriculum & Instruction; James Maloney, Chief Operating Officer; Steve Smith, Chief Information Officer ICTS; Maureen MacFarlane, Legal Counsel; Gina Roughton, Assistant Director Educational Technology

Also Present: Kathleen Kelly, Terry Gist, CEA President

A quorum of the Sub-Committee being present, Ms. Cronin called the meeting to order at 9:10 AM.

Ms. Cronin in the Chair.

The Chair stated the purpose of the meeting is to review a technology policy with thought to the needs and uses within our district including communication from the schools to families, teacher to teacher communications, teacher to parent communications, data collection and tracking student performance from year to year. We have a lot of issues particularly in middle schools with cyber bullying on and off campus. Since our students have the opportunity to use their smart devices in the classroom, we need to know if there is a policy on it. Ms. Cronin also wants to know where we stand on the issue of embedding tech for our special needs students. She opened the floor to the presenters.

Mr. Maloney began the presentation by informing everyone that until about 5 years ago there were two different technology departments. There was the Educational Technology Department, headed by a Curriculum Coordinator and the Information Technology Department which handled all operations and interfaces with the web, financial systems and communications systems and about 75% of all of applications. When the Ed. Tech Coordinator retired, CPS engaged a consulting agency which confirmed they should combine the two departments and merge into one for better coordination. A phone system, which now has voice over internet protocol, was added to the ICTS Dept. Due to budget cuts, it was decided the Library Media Department be looked at and possibly changed, resulting in tech people replacing traditional librarians. There has been a marked change in parent attention and focus on education in the classroom through technology and more interest in privacy rights. There are many concerns such as class photos. Class Photos are very public, and parents are not quick to agree to have pictures taken of their children. More complex are the issues of student work in the classroom, student

records and communication to home and to teachers. There are a growing number of parents that are concerned about the different applications their children are using in the classrooms. Mr. Maloney stated that Mr. Smith will speak on how technology is vetted and Attorney MacFarlane will speak on the policy issues.

Steve Smith stated the new ICTS Department, with the presence of Ed Tech, Library Media & Technical Services all at the same table has had a huge impact on CPS being able to provide technology services throughout administration right down to the classroom. Over the last two years we have made great strides in providing adequate levels of access to technology in all classrooms K-12, as well as trying to develop a sustainable replacement model. There are great tools out there and we need to balance using those tools and ensure the privacy of our students when they are online. Mr. Smith stated that he tries to picture where our student data lives. We have a wide range of applications from core data systems, such as our student information system here at the high school in our secure data center, to the opposite extreme of agile applications that teachers want to use in the classroom, many of which are free, easy to sign up for and to use. The systems that are here in our data center are easy to secure, we have complete control over them and have confidence that the data is kept private. The other extreme is how do we enable teachers to use these wonderful applications online and still ensure that the data is kept private and protected without exposing our students to risks. This is what the web 2.0 procedure is designed to address. Web 2.0 is an old name and maybe the name of this policy needs to be changed.

Mr. Smith stated he would like to turn attention to the handout and focus on the different buckets of data. He asked the Committee to turn to page 8 entitled Online "Cloud" Services, which shows color coded graphics of balancing classroom innovation & student privacy. In going over this page, he explained what each bucket was and what each color meant. Turning attention to the page entitled Web 2.0 Request Status, toward the end of the handout, shows all of the applications that have gone through the vetting process. The ones shown at the top right corner are pending and have not been resolved yet. He explained that everything in the Black box has been declined. Yellow Green and Blue are different versions of our data breach that have student data breach contracts in place. Top right in Red is the area in which customized data breaches are in place and that teachers have to reach out to the parents for approval for students to use. Purple box has applications that are unusable and have been ruled out. ICTS wants to protect student privacy and make sure they do not lose anything technology based. We have teamed up with other organizations like Harvard University Law School and The National Association for Standards in Education Systems and SIFA, The School Interoperability Framework Association which started out creating the standard technology education systems that communicate with each other on a technology level. SIFA has been around for about 15 - 20 years and branched out to adopting standards for the actual data that is being exchanged. What does every data element mean, i.e. what it looks like, how it is exchanged and the student privacy standard that vendors have to adhere to?

Mr. Maloney asked Ms. MacFarlane to speak. She stated that everyone needs to take time and review all of the state and federal laws about privacy. It is not just one single law, they need to all be read as an integrated whole. Other national organizations like The National School Board Association and The Council of School Attorneys also have been thinking a lot about privacy in the cloud. The general recommendations say we should utilize a school structure similar to what our school district has in place where there is an effort to protect student privacy while balancing and encouraging innovation within the schools. The challenges are to make sure that student names and other identifiers that could lead to identity theft do not occur. There are growing concerns among individuals in wanting to protect the web history and web identity of an individual so they can make the determination when they are age 21 as to what their web identity and web history is as opposed to information being out on the web, even by a parent, on behalf of their child. The laws tell you how the data is going to be used. The indemnification provisions clause says if anything goes wrong, the vendor will pay for all liability. Ms. MacFarlane warned that we need also to be careful about international laws, not just domestic laws.

Mr. Maloney emphasized the fact that balance is a key word that keeps coming up when each person speaks. He wants to conclude with Gina Roughton and Dr. Huizenga speaking.

Ms. Roughton stated that our efforts are to support our teachers. We need to understand the laws, the teachers need to understand how to identify and use the technology tools. It can be overwhelming to understand all of the tools. Are all tools school based subscriptions or can they be used outside also, even after graduation?

Dr. Huizenga stated as we develop the curriculum, ICTS should be involved from the start not included later. We need to understand what the tools are for and how to use them.

The presentation ended and discussion took place as follows:

The Chair acknowledged we have been given a lot of information. She mentioned the privacy concern with cell phones seems to be something we can control the least. Cell phones are social media and academic tools that have the potential to breach privacy. She asked if we have a policy around cell phone use. How can we manage cell phone privacy and inappropriate use?

Mr. Smith responded that from a technical prospective, four or five years ago, we started building our infrastructure to support one to one bring your own device, (byod). We have a robust wireless network with separate wireless lands with different security protocols depending on who is connecting to wireless. We have a mobile device manager software application so we can manage and secure all school loaned mobile devices. As far as he knows, there is no policy on byod as a formal program. It is his understanding that there are instances where administrators and teachers are allowing student devices to be used in the classroom. It has been a building level or classroom level decision as to whether students will be allowed to use their devices. He suggested that Gina Roughton speak more on how cell phones can be used in the curriculum. Mr. Smith followed up on the security piece stating when we are vetting applications that are online and approved by the school district, we are also vetting so that the data still resides on the vendor server and is secure through an encrypted link, not downloaded to a home computer or mobile device. When it does need to be downloaded to a local device, we are currently looking at more advanced mobile device pieces, which would create a container to be installed on your device. It would be a Cambridge mobile device App. We are not at this point yet, but is where we are headed. An example is the first class email.

Ms. Roughton speaks to expectations: Learning opportunities online. Acceptable Use Policy is reviewed with students to know how they are behaving when using technology. BYOD is up to each teacher's comfort level.

Dr. Huizenga stated she believes building digital citizenship from the time they are in JK-K is imperative. Good behavior on the internet needs to be fostered from an early age and all through high school. Education and exposure are important ways to make sure all students know how to act.

Ms. Cronin stated she liked Dr. Huizengers' comments on embedding digital citizenship into our curriculum, and feels it is a good beginning. Ms. Cronin also wanted to know if we compare our system to Boston? Mr. Smith answered yes we have compared systems and there is a lot less control in Boston. Boston has looked at our Student Data Breach contract and will be reaching out to our vendors for adoption. We plan to form a coalition with them.

Ms. Cronin voiced more concerns on whether we have a standardized way of collecting data. The Chair stated that cyber bullying is still a large concern.

Mr. Smith answered the collecting data question as an ongoing project that has been in the works for years. The idea of a single source for a student performance data is a wonderful idea, but it is difficult for a number of reasons. One reason is that the measures of students' performance change over time, and the tools to measure them change over time. To have one tool to store that information and have it readily available as the sources change and the way it is measured change is very difficult. Aspen is a new student information system that only holds a certain amount of information.

The meeting stopped at 10:00 AM for an emergency evacuation.

The meeting resumed at 10:30 AM

Dr. Huizenga spoke on the question of what is the warehouse that data will be stored in. We do not have one in place yet; this will take a cultural change, but it will come along. Montgomery County has achieved a lot of what we are talking about here.

The Chair asked someone to address assistive technology and our special ed. students. Mr. Smith responded that we have 2 tech specialists in OSS. They are not part of the ICTS team, but are included in the ICTS meetings.

The Chair asked about the CPS App. It was explained that this is a mobile app for our smart phones for emergency notifications which is not up and running yet. There is a link to resources that are on the web now.

Ms. Nolan stated that cell phones are a concern for her when used inappropriately, how do we lessen the usage? Ms. MacFarlane explained that what a student does with their own device is not addressed in our policy. Mr. Maloney stated this is not limited to phones, laptops and tablets lend themselves to cyber bullying also. The use of personal devices is not unheard of in terms of cyber bullying. He emphasized again the proper use of balance.

Ms. Nolan also mentioned technology in Montgomery County, which is close to the size of NY, how we vet with other districts on the education and app side to make sure what we approve and use is the best that is out there. Ms. Roughton answered we do so by staying up to date with current trends in educational technology through collaborations with neighboring districts, through conferences and workshops. National vetting is also used. Graphite.org is a go to place to see what is out there for digital citizenship. Google also puts their stamp of approval on certain tools. Ms. Nolan also mentioned that we want to make sure other kinds of learning happens along with technology so that we are providing balance.

Ms. Nolan also asked about data integration, and if the whole world of technology can be emptied into one system. Will it include assessments? Mr. Smith stated that the value of that assessment tool outweighs the technical need of integrating. When we come down to selecting very robust assessment tools that will be great in the classroom and help the educators, the fact that it will take many hours integrating it is the deciding factor. He stated that the Teaching and Learning Systems Steering Committee is trying to make it all happen. We are looking for a district tool for this. Aspen for everything means there has to be strength and weakness. As it stands, the sacrifice is on the curriculum side.

Mr. Fantini asked the following questions: Do we know how many parents use all of these various (20) programs? Mr. Smith stated doesn't have a source for this information. He stated that the Integration Specialist at the Peabody School did a Parent Workshop. Parent Workshops might be a good way to know what parents are using. Are applications free? It was answered that some software applications cost money, some are free. The cost is generally \$1.50 per student to \$4.00 or \$8.00 per student license. Do we support Virtual schools where students can take courses? The Extension School uses Ingenuity as software for credit recovery. We stopped using virtual schools about 7 years ago.

Ms. Cronin asked if you can put a dollar amount on the cost of the technology budget?

Ms. Nolan appreciates the legal ramifications on technology, and recognizes that it takes a lot of time. She is glad to know that Ms. MacFarlane knows what some of the releases allow. It was noted that we have not had any privacy breaches.

The Chair thanked everyone for a great presentation. In closing, she brought up a few more points: Code of conduct needs to be explored. How can we help our families further reinforce appropriate use of technology? Develop curriculum on digital citizenship. All buildings are adaptable to Wi-Fi. Ms. Nolan asked how many teachers are aware of what is out there to use. Ms. Roughton answered that there is a web site available for teachers to use. Mr. Maloney stated that Lisa Waters is also a member of the family engagement team.

On a Motion by Ms. Nolan, seconded by Mr. Osborne, the meeting was adjourned (11:05 AM).

Dosha Ellis Beard
Confidential Secretary

Distributed Documents (on file in the School Committee office)

Balancing Classroom Innovation & Student Privacy (Cambridge Public Schools)

#15-10 Report of the Meeting of the November 25, 2014 Community Relations Sub-Committee

Meeting of the Community Relations Sub-Committee
Tuesday, November 25, 2014
School Committee Conference Room
4:30 PM – 6:00 PM

Called for the purpose of reviewing the results of the survey of withdrawals and charter school students, discussing a future survey of families and parents, reviewing the controlled choice report and any other business that may properly come before the Committee.

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

Also Present: Mr. Fantini, Mr. Maloney, Chief Operating Officer; Ms. Rippey, Family Communications Manager

A quorum of the Sub-Committee being present, the Chair called the meeting to order at 4:40 PM. The chair stated the purpose of the meeting and began with the Agenda.

Ms. Nolan in the Chair.

Agenda

1. Survey of charter students and withdrawals:
 - Review results, discuss lessons learned and what needs to be shared
 2. Plans or exit interviews
 - Recommendation to do catch-up, and then every time a student withdraws
 3. Plans for future survey: modeled on 2007 Opinion Dynamics survey.
 - Discuss approach – including how broad, focus groups,Groups last round:
Incoming families (K registrants)
Public school currently enrolled
Public school withdrawn
- IF TIME:
4. Controlled choice report:
 - Review last years, schedule time to review this years

The Chair stated that CPS did two exit surveys, the goal, in one survey, being to reach out to all students that have withdrawn for at least a full year from July 10, 2013 to March 10, 2014 and another survey of all students who are enrolled in charter schools who are Cambridge city residents. They were both written surveys.

Mr. Maloney referred everyone to the handout and spoke on page 2 of the handout. Couples starting families move to communities that, although not cheap, have lower housing prices than Cambridge. He moved to page 5, the Charter Schools Survey, and then moved on to pg. 9-11 - what are the motivating factors: better discipline, more structure for college, uniforms etc. He stated that we should not try to be a monopoly; charter schools are here to stay and are attractive for multiple reasons. Charter schools are public schools.

Ms. Nolan stated that the demographics of withdrawing students show more white and middle class students than black and low income students; this being based on who turned in the survey. It must be acknowledged that all families do not do the surveys; in fact the response rate is low. It was brought up that we cannot compete with the families that move out of state or across state for jobs. We want to focus on the families that stay within our city and choose charter or private schools. We are at the 10th lowest percent in the state of having students who attend public schools. It is okay to track the number of students who left and where they went, but it is more important to focus on why they left. Usually, the answer from about half of the parents to why they left is quality education. Ms. Rippey stated that since this is a survey of students who were enrolled in our public schools and left, what is a realistic goal for a response rate for an exit survey? How do we increase it? She suggested phone surveys as a way to increase responses. Ms. Nolan feels that if the survey is not too long, more people will respond.

Mr. Maloney spoke on the first item on the agenda; referring to a handout, and by stating that statistically, if you look at the annual demographic data, our frame is about 55% for the lottery. A significant percentage of surveyors agreed they feel welcomed by their school, which is a good sign. Housing is still an issue as to why families leave our city.

Ms. Cronin had a question on page 9 regarding how many students left our public system and enrolled in a different system and how many students never enrolled in public and started school in the charter or private system. Mr. Maloney stated the Community Charter School dropped grades K through 6 about the same time we went to the innovation agenda, which may have some impact. Charter schools have a low tolerance for problem kids. Ms. Cronin asked about the mobility for the of 6, 7 & 8 grade range. On page 14, it shows that the Banneker School went down to elementary grades only and no longer includes middle grades. Mr. Maloney stated that some students are bounced back here when it does not work in charter schools, usually because of individual issues. We do not want to reject returning students, but these are the students that have the greatest issues and disrupt classes.

Mr. Osborne stated the survey questions should produce answers, but it is difficult to actually get answers. Charter schools are staffed and run differently, however they are not necessarily better schools. They face the same challenges, but they approach their issues differently. They do not have all the answers. He agreed that we should examine more closely the reasons why students are leaving rather than how many are leaving. The solution to fix what is wrong with one school system is not by going to another. If we want to know why people are leaving our schools; and our goal is to retain them, the reason is because other schools have a higher standard in academics and more challenges. He states that classroom size is not the problem that it is made out to be, it should be noted that it is also important who is at the front of the class – no matter the size. A good mix of veteran and new teachers is important. Mr. Osborne wants people to visit charter schools and actually know how they feel and operate.

Ms. Cronin stated that emotion is important and if you are happy, you are not leaving. Some parents believe the grass is always greener, but the dollar sign matters also. We pay \$10 million to the charter schools for the education of our students.

Ms. Nolan stated she has visited all three of the charter schools in Cambridge, and thinks they would welcome a partnership with us. Teachers have learned from us about how to deal with LGBT issues.

Maloney says it is tricky to learn from each other. Getting past the funding issue in order to form a partnership with other school systems is not an easy thing to do.

Ms. Rippey, stated that we need to work on improving the school district, and work on image.

Number 2 on the agenda is Plans for Exit Interviews. There are about four different Policy Orders that say we are supposed to be doing exit interviews. Ms. Nolan brought up the idea before we give them their transcript; take an exit survey from them. Getting a current response is also a good idea because 6 months later, for example, it will be hard to find any motivated, honest responders. On the issue of talking in an individual interview, people are less inclined to say what the issue is. There does need to be distance, rather than face to face.

All in attendance agreed to recommend CPS do a catch up survey every time a student withdraws. It may help to reword the survey so that we can get more information. Right now we have responses that don't tell us anything. Why not ask them to state in their own words, instead of multiple choices? Online surveys and short surveys were also suggested.

Ms. Rippey suggests different surveys for different families/students. Students going to private schools get a different survey than students going to charter schools. It was also brought up that when they come back, they should be given an entry interview.

Ms. Cronin mentioned that independent school students are coming here rather than going to charter and private schools. We should try to find out what we have that appeals to these independent students. It was stated that we attract a lot of students at the high school level, but we do not know why. Mr. Maloney feels it was both Dr. Sybil Knight and Mr. Chris Saheed, as Principals, who improved the climate of CRLS, which may be why CRLS has such a strong attraction.

Mr. Osborne stated that the kindergarten parents are changing dramatically from what we are used to. The concerns that come up a lot are the lottery, test results and student data privacy issues. He also suggested that we give the same survey to a small number of families every year for 5 or 6 years and see if their responses change.

Ms. Rippey spoke on number 3 of the Agenda, plans for future survey and passed out a draft document for review of Leavers Survey and Charter School Survey July to March 2014 which included withdrawal data. She noted when compared to other university towns, we have the same above average attrition rates as they do. As an international state we have many families on sabbatical, which contributes to why families are in our system short term.

Ms. Nolan spoke on the future survey and the catch up survey, they are both quick. Opinion Dynamics survey is very extensive, published in 2007 and focused on 4 different focus groups to figure out what questions to ask on surveys. They focused on incoming children for kindergarten, withdrawn students, students currently in the system and private schools. Mr. Maloney said the Opinion Dynamics survey was very expensive. Back in 2007, the cost was around \$50,000 or \$60,000. We do not have that much money in our budget to spend on a survey again. Ms. Nolan stated we have the surplus to cover it.

Ms. Nolan suggested another meeting to discuss what kinds of surveys we want, bring in what has already been done and then also talk about controlled choice report.

On a motion by Ms. Cronin, seconded by Mr. Osborne the meeting was adjourned (6:05 PM).

Dosha Beard
Confidential Secretary

Distributed Documents (on file in the School Committee office)

Agenda

- 1) Report on Leavers Survey and Charter School Survey – Submitted to School Committee on July 25, 2014
 - Conducted for City Council, Never discussed with City Council or School Committee
 - Survey covered dates 7/1/14-3/10/14
- 2) Exit Surveys Proposal
- 3) Draft Survey Questions for Review & Edit

**#15-11 Report of the Meeting of the December 9, 2014 Budget Sub-Committee
(Committee of the Whole)**

Budget Sub-Committee Meeting (Committee of the Whole)
December 9, 2014
Dr. Henrietta Attles Room
4:00-5:30 PM

Called for the purpose of a public hearing inviting the input of teaching professionals and members of the public regarding the FY15-2016 budget guidelines and priorities.

Members Present: Mr. Harding, Co-Chair; Mr. Osborne, Co-Chair; Ms. Cronin, Mr. Fantini, Ms. Kelly, Ms. Nolan, Mayor Maher

Also Present: Dr. Young, Superintendent; Dr. Turk, Deputy Superintendent; Dr. Huizenga, Assistant Superintendent of Curriculum, Instruction & Assessment; Ms. MacDonald, Assistant Superintendent for Elementary Education; Mr. Maloney, Chief Operating Officer; Barbara Allen, Executive Director of Human Resources; Claire Spinner, Chief Financial Officer; Terry Gist, CEA President

A quorum of the Budget Sub-Committee (Committee of the Whole) being present, the meeting was called to order at 4:10 PM.

Mr. Harding and Mr. Osborne, Co-chairs.

Mr. Harding welcomed everyone to the Budget Sub-Committee meeting and opened the hearing on the FY15-16 budget guidelines.

Mr. Osborne stated that he wants to hear what is important to teachers; their voices are what matters to School Committee Members.

Public Hearing on Budget FY16 Budget Guidelines:

- Mary Gallagher, Graham & Parks – furniture & technology for G&P, district wide interventionists, social & emotional learning
- Sheila Dillon, Graham & Parks - furniture & technology for G&P, district wide interventionists, social & emotional learning, cap of 18 students for SEI classes
- Cindy Weisbart, CRLS History – Instructional coaching, more professional development and smaller class sizes
- Lynn Brown, Cambridge Street Upper School – more subs, counseling, more staff in middle schools
- Elaine Koury, VPA Coordinator- Kodaly Music Program - benefits of math & language through music
- Susan Holm, TIC, K-12 VPA – Kodaly benefits of math & language development through music
- Sharon Hamel, Amigos – Kodaly Music Program
- Meg Moloney, Haggerty grade 4 – slow down high speed agenda, professional development for teachers, referred to Marshall memo article dated 12/1/14

- Tanya Trayer, CRLS English – the achievement gap, 24 students in every class is not working, letter from a student on why she is in CP. Suggested an Embedded Honors Option
- Barbara Best, Antrim Street parent - proud of the conflict mediation program
- Anne Cardoso, Peabody School – more trained staff for interventions
- Liz Soeiro, Cambridgeport Librarian, & parent - money for more staff – full time art, technology and music teachers. Would like to see \$11.00 per student for books as recommended by the American Association for School Libraries.
- Ellen Davis, Amigos Upper School math teacher 6-8 grades – closing the achievement gap. Digital divide, create a donation program of computers for student's families so students can work at home on computers instead of coming in early or going to the library. Provide teachers for interrupted formal education students at the middle level. Provide district wide tutoring and afterschool resources for students, and a summer program for struggling students
- Eva Jaffe, Tobin Montessori Staff – more intervention support staff, support for above and below grade level students, full time art and tech teacher
- Jesse Kaplan, CEA Vice President, Sp. Ed. Teacher, Oss request for smaller class size; read an email from Danielle Corke, CRLS teacher
- Jeff Konigsberg, Tobin & CPort art teacher – suggested the following: an idea for the furniture issue is to create a district wide excess furniture storage room, since we don't know where technology will be 20 years from now, we should spend less on devices that will be obsolete, and there should be an equal mandatory minimum budget across the board for all schools.

Mr. Harding asked if there was anyone else who wants to speak. Hearing none, he thanked everyone for sharing their voices. They will take it all into deliberation as they move forward in their process.

Mr. Osborne stated some very good themes came up and indicated that the Budget Co-Chairs are committed to providing more opportunities for the public to be heard during this budget process.

Adjourned (5:20 PM)

Adjourned
Dosha Ellis Beard
Confidential Secretary

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

- Budget Priorities – Cindy Weisbart
- Letter from Mary Gallagher and Sheila Dillon
- Letter from Meg Maloney: Marshall memo Article (12/1/14)
- Email from Danielle Corke
- Kodaly in Cambridge – Elaine Koury

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

It was voted to adopt Items **#15-12 through #15-17**.

#15-12, Motion by Mr. Fantini, that the School Committee send letters of congratulations to the following students in RSTA's Creative Design class taught by Michele Watson Maxwell, who recently competed in Cambridge's "Martin Luther King Day of Service" poster contest sponsored by the Many Helping Hands 365:

Poster Winners:

Esmeralda Asprilla, Junior, First Place
Ean McDonald Wojciechowski, Sophomore, Second Place
Stephanie Walsh, Senior, Third Place
Noah Zibello, Senior, Fourth Place

Honorable Mentions:

Jahad Aubourg, Sophomore, Honorable Mention
Olivia Bromander, Freshman, Honorable Mention
Alec Nicholson, Sophomore, Honorable Mention
Nathan Habtom, Freshman, Honorable Mention

#15-13, Motion by Mayor Maher, that the School Committee send letters of recognition to the 4th grade students and teaching staff in classrooms 206 & 207 at the Kennedy/Longfellow School for organizing a “Cider Stand” in support of UNICEF, the world’s leading advocate for children. These amazing students raised \$224.00 for this global humanitarian effort and should be recognized for their passion and commitment to a worthy cause.

#15-14, Motion by Mayor Maher, that the School Committee send letters of recognition to Morse School students for reading 1,056 books and raising over \$350.00 in a Thanksgiving read-a-thon. All funds raised from this school-wide literacy effort will purchase food for local food pantries which will help needy Cambridge families this holiday season.

#15-15, Motion by Mayor Maher, that the School Committee send a letter of commendation to Morse School staff member Maureen VanStray. Ms. VanStray is the force behind the annual Thanksgiving read-a-thon at the Morse School. Ms. VanStray wrote and illustrated a children’s book about Tom Turkey, which is instrumental in kicking off the read-a-thon and creates excitement around reading, as well as giving back to one’s community. Ms. VanStray has been leading this fundraising effort for twenty-four years. All funds raised from this school-wide literacy effort will purchase food for local food pantries which will help needy Cambridge families this holiday season.

#15-16, Motion by Mayor Maher, that the School Committee send a letter of recognition to Cambridgeport School Assistant Principal Audrey Sturgis for helping her 3rd and 4th grade students (known as “Audrey’s Amazing Eight”) organize a toy drive this Holiday season. The toys were donated to children at the Greater Boston Sickle Cell Disease Association’s 19th annual Christmas party held on December 13th, 2014. In total, 317 toys were collected by the following organizations and individuals: Cambridge Police and Fire Departments, various local and state elected officials, Cambridge Public School administrators and students from the Cambridge Rindge and Latin School. We appreciate Ms. Sturgis’ efforts to teach these students that it is never too early to start volunteering and giving back to one’s community and that they are not too young to make a difference.

#15-17, Motion by Mayor Maher, that the School Committee send a letter of recognition and appreciation to Dr. Joan Abrams at CRLS for researching, developing and securing a \$100,000 grant from the Massachusetts Life Sciences Center. The collaborative grant will be split with the Massachusetts Academy of Math and Science (MAMS) at WPI. RSTA will be working with a biotech company, IOMICS Pathways Initiative.

The funding enables RSTA students to participate in a massive research project aimed at mapping genetic networks in yeast, which may be relevant in treating human disease. This represents real-world, project-based experience for students through biotechnology and biology electives. This grant will permit the RSTA Biotech program as well as the CRLS Science department to refine and expand their science labs, and also give students experience in learning available in very few schools.

11. Announcements:

The Chair announced that the location at Harvard for the School Committee Retreat being held on January 7th has been changed from Larsen Hall to the Gutman Library. The Notice of the Meeting was revised to reflect the change and there will be appropriate signage at Larsen Hall to direct people to the proper location.

12. Late Orders:

It was voted to adopt the following:

Motion by Mr. Harding, seconded by the entire Committee, that the School Committee send a letter of condolence to Cambridge Police Officer Carl Jones on the sudden passing of his son, Keith J. Goodrich, former CRLS student.

Motion by Mayor Maher, seconded by the entire Committee, that the School Committee send a letter of condolence to George Hinds, Jr., retired senior custodian at the High School, on the passing of his father, George Hinds, Sr.

Motion by Ms Nolan, seconded by Mr. Harding, that the School Committee send a letter of congratulations to Principal Damon Smith on the recent arrival of his new baby.

On a motion by Mr. Fantini, seconded by Ms. Cronin, it was voted to adjourn (7:40 PM).

Judith T. Martin
Executive Secretary

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

- Financial Forecast & Enrollment Projections, Fiscal Years 2016 – 2020
- FY 2016 Enrollment & Budget Projections
- Cambridge Public Schools SIP Update 2014-2015
- Corrected Versions of the King and King Open School Improvement Plans
- Letter from CPAC co-chairs