SCHOOL COMMITTEE

(Official Report)

Special Meeting **October 28, 2014**

Called for 5:30 – 6:00 PM in the Dr. Henrietta S. Attles Meeting Room, Cambridge Rindge and Latin School, 459 Broadway, Cambridge for the purpose of addressing unfinished business from the October 21, 2014 Regular School Committee Meeting.

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

Mayor Maher in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 5:30 PM.

Mayor Maher explained that the purpose of this Special Meeting was to vote on several items left on the agenda from the October 21st regular meeting since the next regular meeting is not until November 18, 2014.

The Superintendent made a brief announcement that all 12 elementary schools received bronze awards for the Healthier US Schools Challenge. Cambridge has the highest number of award winning schools in Massachusetts. Dr. Young also recognized Claire Spinner, Chief Financial Officer, and her staff for receiving the distinguished Budget Presentation Award for the FY2015 Budget from the Government Finance Officers Association (FGOA).

Mr. Harding joined the meeting 5:42 PM.

Unfinished Business/Calendar:

The Chair brought forward the following unfinished business for discussion and adoption:

#14-213, acceptance of M.G.L.c.71, section 47, as pertaining to Student Activity: that the School Committee authorize the provisions of M.G.L.c.71, section 27 as follows:

That school principals/upper school heads may receive money in connection with student activities, which are defined as extra-curricular student programming identified by the principal and approved by the Chief Financial Officer;

That each school principal/upper school head may deposit such money into a Student Activity Agency Account held by the City Treasurer and established for each school;

That interest earned by such Student Activity Agency Accounts may be retained and expended on student activities as directed by each school's principal/upper school head;

That the City Treasurer may establish a Student Activity Checking Account for each school, to be operated and controlled by each school's principal/upper school head, once the principal/upper school head has given bond to the City;

That the maximum balance for Elementary and Upper School Student Activity Checking Accounts be $5,000, and that the maximum balance for the High School Checking Account be $25,000;

That Student Activity Accounts be audited annually by the Chief Financial Officer or a qualified designee as assigned by the Chief Financial Officer;

That otherwise undesignated balances in Student Activity Accounts inactive for more than one year be transferred to the City's Scholarship Trust Fund. (Second Reading).

Ms. Kelly asked Ms. Spinner for clarification on **#14-213**. Ms. Spinner noted that they are trying to implement in the Cambridge Public Schools what is allowed by State Law in having student activity checking accounts in the schools. Any funds collected by students belongs to the students but this law allows principals to hold and sign off on the funds for the expenditure of the specific designated student activities. Mr. Fantini expressed concern about the last line of the policy: "the undesignated balances in Student Activity Accounts inactive for more than one year be transferred to the City's Scholarship Trust Fund". He feels there should be more time before the transfer of the funds to another area. On a motion by Mr. Fantini, seconded by Mr. Harding, it was voted to amend the last line of the policy as follows: "the undesignated balances in Student Activity Accounts inactive for more than two years be transferred to the City's Scholarship Trust Fund". On the following roll call, it was voted to adopt **#14-213 as amended**: Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Mayor Maher YEA. Ms. Nolan YEA; Mr. Osborne YEA.

#14-217, Contract Award: that the School Committee award a contract to the following vendor for Digital Color Press; 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.

> Xerox Corporation, 45 Glover Avenue, Norwalk, CT, for the period:
> November 1, 2014 to June 30, 2015 in the amount of $21,382.80; July 1, 2015 to June 30, 2016 in the amount of $32,074.20; July 1, 2016 to June 30, 2017 in the amount of $32,074.20; July 1, 2017 to October 31, 2017 in the amount of $10,691.40. Total contract: $96,222.60

On a motion by Mr. Fantini, seconded by Ms. Nolan, it was voted to refer **#14-217** to the Curriculum Sub-Committee.

#14-219, Contract Award: that the School Committee award a contract to the following vendor for Temporary Clerical Services; 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.

> The Resource Connection, 161 South Main Street, Middleton, for the period July 1, 2014 to June 30, 2015 in the amount of $90,000.00

Ms. Nolan asked if this contract has been discussed with the CEA clerical unit and expressed concern on the expenditure of these funds on temporary clerical services given that there have been clerical layoffs in the past. She asked if hiring another floating clerk could be better use of these funds. Ms. Allen responded that they have not had direct discussion with the CEA but language in the clerical contract speaks to the administrator's right to use temporary help where needed. Ms. Spinner explained that we would only spend what we need but that the City is requiring us to have a contract to pay bills over a certain amount. Ms. Spinner acknowledged that the hiring of the floating clerk has worked out well. Mr. Fantini made the following suggestions: that between now and November 18th, the amount of the contract be reduced to specify what we will actually spend; that the Human Resources Department indicate when all 5 clerical position vacancies will be posted and filled; and that the administration meet with the clerical union regarding plans for these vacancies. He is fully aware of the importance of the clerical staff and noted that they are highly regarded by both the School Committee and the Administration. Mr. Maloney indicated that they have invoices which need to be paid. On a motion by Mr. Fantini, seconded by Ms. Cronin, it was voted to place **#14-219** on the Calendar.

#14-220, Grant Award: that the School Committee accept and approve the grant awards in the amounts and for the periods indicated:

1. **Early Literacy Intervention**, for the period September 1, 2014 to June 30, 2015, in the amount of $57,535.00. Project/Grant SC15632
   Description: These funds support ongoing professional development in Reading Recovery for Early Literacy Interventionist teachers who provide individual tutorial assistance to at-risk first grade students. The .38 FTE Teacher leader, in addition to part-time teaching duties, supervises, trains, and conducts professional development for reading recovery teachers both in district and out of district.
   CPS Target Population: All first grade students in all schools.
   Outcomes & Measures of Effectiveness: The short term, tier 3 intervention of Reading Recovery will result in an increased number of students attaining grade level reading proficiency and fewer referrals for special education services.

2. **Literacy Partnerships**, for the period September 1, 2014 to June 30, 2015, in the amount of $16,963.00. Project/Grant SC15868
   Description: This grant will help support the work of the Understanding by Design (UbD) consultants, Authentic Education, in re-writing the district ELA curriculum units. In addition, the grant will help support teachers in their work implementing the model units designed by the Massachusetts Department of Education, as well as internal professional development.
   CPS Target Population: ELA Coaches and K-8 ELA teachers in all schools.
   Outcomes & Measures of Effectiveness: This grant will result in increased reading and writing proficiency as measured by the MCAS, especially in the subgroups of special education and low income students.

3. **21st Century Community Learning (Revised)**, for the period of July 1, 2014 to August 31, 2015, in the amount of $165,000.00. Project/Grant SC15854
   Description: This is the first year of a three year 21st Century Community Learning Center grant. The Putnam Avenue Upper School (PAUS)/East End House (EEH) Out-of-School-time (OST) partnership Program will engage and address high needs PAUS students' learning and developmental needs as well as contribute to meeting elements of the CPS Improvement Goals. A .66 FTE Data and Grant Projects Specialist will provide administrative support to fulfill all grant requirements and deadlines, including attending periodic statewide and regional meetings, administering data collection tools including surveys and other site-based assessments, and preparing grant reports.
   CPS Target Population: Students in grades 6-8 at the Putnam Ave. Upper School.
   Outcomes & Measures of Effectiveness: Through engaging in complementary learning enrichment activities designed in collaboration with the Cambridge Public Schools, middle grade students will make strides in their academic and social development as measured by a variety of tools and criteria specified by the MA DOE Evaluation team.

Ms. Kelly thanked the administration for providing the requested information and she stated that she would appreciate this information in advance. Mr. Fantini requested that competitive grants come before the Committee for discussion before being submitted to the agency for funding. Ms. Cronin expressed concerns that Reading Recovery does not support the literacy training for our students but phonemics does. What is the value of continuing to invest in Reading Recovery? Ms. MacDonald responded that Reading Recovery teachers teach .5 reading recovery and the other half is to do Level Literacy Intervention (LLI). A team has been formed which will be reviewing data on specific skills of phonemic awareness and phonics and will be coming forward with recommendations. Ms. MacDonald indicated that she is reviewing the LLI report and will forward it in the Weekly. She will follow-up on the Reading Recovery Report as well. On a motion by Kelly, seconded by Ms. Cronin, on the following roll call, it was voted to adopt **#14-220**: Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA; Mayor Maher YEA. Ms. Nolan YEA; Mr. Osborne YEA.

#14-222, **Motion by Mayor Maher**, whereas four Cambridge Rindge and Latin School students, Isabella Pestovski, Lorenzo Boni-Beadle, Ellery Buntel and Sam Nguyen interned at Draper Laboratory this summer and worked on various projects with their scientists and;

Whereas their projects are listed below:

Isabella Pestovski
- Worked in a software and algorithms engineering group developing software platforms that can create applications for computers, phones and tablets

Lorenzo Boni-Beadle
- Analyzed forces that could damage an Autonomous Underwater Vehicle as it is lifted from the water using Solidworks and 3D modeling software

Ellery Buntel
- Assisted team in design and assembly of sensor data capture device including electrical design and layout of printed circuit board.

Sam Nguyen
- Worked with engineering team to design calibration equipment. Work included creating a graphical user interface though use of and Win32/ C++

And whereas these students will be invited to showcase their summer projects with Draper Laboratory at the Cambridge Science Festival on April 18th;

Now therefore we ask that that a letter of recognition be sent to Ms. Pestovski, Mr. Boni-Beadle, Mr. Buntel & Mr. Nguyen congratulating them on their achievements.

On a motion by Mayor Maher, seconded by the entire Committee, it was voted to adopt **#14-222**.

Late Orders:

On a motion by Ms. Nolan, seconded by Mr. Osborne, it was voted to send a letter of congratulations and recognition to CRLS Math Teacher, Kate Sorenson, who recently won two World Titles in the sport of diving at the Masters World Championships in Montreal.

On a motion by Mr. Osborne and the entire Committee, it was voted to send letters of congratulations to Claire Spinner, Chief Financial Officer and her staff members: Miranda Fasulo, Assistant Director Budget and Finance, Nancy Madeiros, Position Control Specialist and Patricia Rousseau, Senior Budget Analyst, for receiving the Distinguished Budget Presentation Award for the FY2015 Budget from the Government Finance Officers Association (GFOA).

On a motion by Mr. Harding, seconded by the entire Committee, it was voted to send a letter of condolence to the family of Frances Cooper-Berry, long-time employee of the Cambridge Public Schools.

On a motion by Mr. Harding, seconded by Ms. Kelly, it was voted to adjourn (6:27 PM)

Judith T. Martin
Executive Secretary to the School Committee