SCHOOL COMMITTEE

OFFICIAL REPORT

Regular Meeting **January 21, 2014**

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, and Mayor Maher

Also Present: Student School Committee Members Lucy Sternbach and Emily Gray

Mayor Maher in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 6:05 PM.

1. Public Comment:

The following individuals were heard:

- Karen Dobak, Allston St. re student services
- Pia Cistonino, Holworthy St., re student services
- Zina Gomez-Liss, Bay State Rd, re student services

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

On a motion by Mr. Osborne, seconded by Ms. Kelly, it was voted to suspend the Rules to recess the Regular Meeting to the Budget Sub Committee for the purpose of adopting the Budget Guidelines and the Budget Calendar. Mr. Fantini moved that the Superintendent's presentation be given before the Budget Subcommittee meeting to allow CPSD staff to leave due to the snow storm.

On a motion by Ms. Nolan, seconded by Mr. Harding, it was voted to re-enter the Regular Meeting for the purpose of hearing Dr. Greer's presentation.

2. Student School Committee Report:

Ms. Gray and Ms. Sternbach reported the following:

- ❖ Finals have been moved from Wednesday and Thursday to Thursday and Friday due to the snow storm
- ❖ The current semester ends on Monday
- ❖ The Arts Department has had several successful performances in recent weeks

3. Presentation of the Records for Approval:

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

- Special Meeting – October 29, 2013

- Special Meeting – December 13, 2013
- Regular Meeting – December 17, 2013
- Organization Meeting – January 6, 2014
- Regular Meeting – January 7, 2014

4. Reconsiderations: None

5. Awaiting Reports:

- Report by Spring 2013 on high school resource room, as recommended by WestEd review of special education services. (C12-061)(April 3, 2012)
- Report by Fall 2013 on AP program at CRLS (C13-133)(June 4, 2013)

Members passed over all Unfinished Business.

6. Unfinished Business/Calendar:

#14-02, Motion by Ms. Nolan that whereas the January Kindergarten registration period is about to begin, and whereas the Controlled Choice policy helps spread out choices geographically, which is helpful in light of the differences across the city in availability of seats in nearby schools, that families will not be encouraged or discouraged from putting a proximity school first choice and that a non-proximity school is put first that no family will be advised to consider changing the choice and that all families will be encouraged to select a school based on their own criteria.	1/7/14
#13-212, Joint motion by Ms. Nolan and Ms. Turkel that the December 2nd, 2013 response to School Committee Order #C13-147-Controlled Choice Policy item 2a, be amended to include more information on the process for developing the plan for change with a draft process shared with the school committee for input and guidance prior to finalization. The process will include how the entire community will have input, criteria for choosing the school(s) and how the initiative(s) proposed will achieve socio-economic balance.	12/17/13
#13-213, Motion by Ms. Nolan that whereas research suggests that taking a college level course helps prepare students for college, and whereas the District allows students to take classes at local colleges when appropriate, that the policy on students who take college courses be clarified and written into the course catalog: that four classes is a full course load and that at most one of the four classes each semester may be at a local college/university/community college, including Harvard Extension. Students, who want to take more than four classes, counting any outside college class including Harvard Extension, need to petition their guidance counselor since a balanced student workload is encouraged. Students taking a college class outside the regular school day will work with their guidance counselors on assignment during that period, if not at the beginning or end of the day.	12/17/13
#13-122, Motion by Mr. Fantini and Mr. Harding, that each of the elementary and middle schools be provided with feedback in the form of a written report, provided by an expert consultant retained under the Request for Proposal (RFP) process, as to the progress each school is making towards meeting the data-driven, high-quality improvement strategies as noted in the School Improvement Plans, other guiding documents and other indicators as designated by the Superintendent, including parent satisfaction. Further, that the Superintendent	10/1/13

shall provide copies of each report to the School Committee as part of its annual review of the School Improvement Plan as required by law. Further, the Superintendent shall provide analysis of the progress or lack thereof of student achievement

7. Superintendent's Report/Presentations/Consent Agenda:

Presentation:

✓ Student Support Report	Dr. Victoria Greer Assistant Superintendent for Student Services

The Superintendent introduced Dr. Victoria Greer, Assistant Superintendent for Student Services. Dr. Greer first introduced the Members of her Student Services Leadership Team:

- Jean Spera, Director; Rebecca Altepeter, Coordinator; Richard Whitehead, Program Manager; Rob Kelley, Teacher-in-Charge-Rindge Ave.; Chris Deyeso-Trevisone, Teacher-in-Charge; Katie Donlon Teacher-in-Charage; Shelagh Kelly-Walker, Teacher-In-Charge-Special Start; Jennifer Materazzo (Turner), Teacher-in-Charge-504; Joyce Dvorak, Lead Teacher-Out-of-District Placements; Stephanie Barney, Lead Teacher-Autism.

Dr. Greer walked Members through the following PowerPoint presentation (copy on file in the School Committee office):

- Key Take Aways
- Service
- Our Primary Business
- The Faces of CPS
- Office of Student Services 2014
- Office of Student Services – 6 Months in Review
- History…Timeline
- Entry Activities
- Team Development and Dynamics
- Data Review
- Number of Students Identified as SpEd per school-October 1, 2013
- Enrollment by School
- Gender and Ethnicity
- Gender and Ethnicity All Schools
- Gender: SpEd and Gen Ed (All Schools)
- Gender and Ethnicity
- Out-of-District Placement Breakdown by School Year – October 1, 2013
- Out-of-District
- Out-of-District by Grade
- Out-of-District Primary Disability
- Autism Spectrum Disorder program
- Entry Data
- Demographics
- Core Strength
- Key Issues
- Top 4 Needs
- Additional Recommendations
- Overview of Programs and Services
- Special Start
- Levels of service
- Special Start Data

- What I Like (video)
- Least Restrictive Placement in the Continuum of Services
- Out-of-District Services
- Private and Independent Schools
- School Aged Services in the District
- Services and Programs
- Moving Forward
- Build Upon Our Strengths
- Address Areas of Need (dashboard)
- Refocus
- Universal Summer Camp
- Kindergarten Integration Proposal (see above)
- Year 1 Goals and Action Steps

Year 1 Goals – 2013-2014
- OSS Year 1 Goals – Dashboard (draft)

Kindergarten Integration – Draft Proposal
- OSS Year 1 Goals – Dashboard
- Rationale
- Description
- Guiding Laws
- Implementation Timeline

Dr. Greer responded to questions and concerns from the Committee. The Chair, Dr. Young and the Members thanked Dr. Greer and her team for an informative presentation.

6a. Innovation Agenda:

6b. Consent Agenda:

On a motion by Ms. Kelly, seconded by Mr. Harding, it was voted to bring forward the Superintendent's Consent Agenda for discussion.

On the following roll call, it was voted to adopt items **#14-03** through **#14-05**:

#14-03, Contract Award: that the School Committee award a contract to the following vendor for wireless computer network equipment and installation services, funds to be provided from the Grant Fund Budget, Chapter 30B of the laws of the Commonwealth of Massachusetts having been complied with:

> Integration Partners, 24 Hartwell Ave., Lexington, for the period January 27, 2014 to June 30, 2014, in the amount of $44,250.00.

#14-04, 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 on 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:

1 student	Bay Cove Human Services	$35,382.32
1 student	Boston Public Schools	45,119.93
1 student	The Gifford School	28,145.67
1 student	Kennedy Day School	39,525.80
1 student	Schools for Children	32,855.75
5 students		$181,029.47

#14-05, Grant Awards: that the School Committee accept and approve the grant awards in the amounts and for the periods indicated:

1. Cambridge Community Foundation-CRLS/Biogen Idec Foundation, for the period January 15, 2014 to June 30, 2014, in the amount of $9,720.00. Project/Grant SC14100.
   Description: The Cambridge Community Foundation is the fiscal agent for 8 Biogen Idec Micro Grants in Science Education for a range of projects in the CPS schools from grades K-12.
   CPS Target Population: CRLS/RSTA students in Robotics; Physics students at CRLS; Kindergarten students at FMA; Gr. 6-8 students at Putnam Ave.; and Gr. 4-5 students at Tobin Montessori.
   Outcomes and Measures of Effectiveness: Students will have experience with sophisticated science tools to engage in data driven lab activities that promote a deeper understanding of scientific concepts.

2. Mass. Cultural Council-STARRS, for the period January 15, 2014 to June 30, 2014, in the amount of $5,000.00. Project/Grant SC14114.
   Description: This grant will support a residency at the Fletcher Maynard Academy with "e" inc., an environmental science education group that will work with teachers and students in Grades K-5 on the topic of water conservation, culminating in a final arts installation demonstrating student learning.
   CPS Target Population: Students in grade K-5 at the Fletcher Maynard Academy.
   Outcomes and Measures of Effectiveness: This enriching experience will invigorate student understanding of curriculum and increase their engagement in learning. The level of commitment and enthusiasm evident in the culminating performance will indicate the effectiveness of the program.

3. SPED 94-142 Transition, for the period December 20, 2013 to June 30, 2014, in the amount of $3,211.00. Project/Grant SC14115.
   Description: The CRLS OSE's Self-Contained classes will adopt a curriculum to assist students in developing self-determination skills relative to their transition process from school to their adult lives in the community.
   CPS Target Population: Upper grade and post-grad students in OSE's Self-Contained classes at CRLS.
   Outcomes and Measures of Effectiveness: Targeted students will explore post-secondary options and develop the skills to enable them to make a smooth transition to their adult lives.

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

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

On a motion by Mr. Harding, seconded by Mr. Harding, it was voted to bring forward the School Committee Agenda for discussion.

The following was placed on the Calendar: **#14-06, Joint Motion by Mr. Harding and Mr. Osborne**, that the Superintendent consult with the high school principal and staff around making a change to college preparatory designation for all classes at CRLS. Further, that any potential change of the course name be implemented by the 2014/15 school year.

Mr. Fantini distributed his supporting data on his motion **#14-07** (copy on file in the School Committee office). On the following roll call, it was voted to adopt **#14-07, Motion by Mr. Fantini** that the School Department provides information to all 8th graders relative to vocational programs available: Mr. Harding

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

It was voted to accept, as presented, **#14-08 the Report of the December 11, 2013 Meeting of the Inauguration Ad-Hoc Committee**:

Meeting of the Ad-hoc Committee on the School Committee Inauguration
December 11, 2013

Called for the purpose of discussing the January 6, 2014 School Committee Inauguration

Members Present: Mr. Harding, Chair; Members Elect: Ms. Cronin and Ms. Kelly

Also present: Mr. Fantini

A quorum of the Sub-Committee being present, Mr. Harding called the meeting to order at 5:04 PM

Mr. Harding in the Chair.

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

- Location
  - Pros and Cons: City Hall or Cambridge Public Library
  - It was decided to have the Inauguration at the Cambridge Public Library Lecture Hall. The collation will follow at the CRLS Main Cafeteria. Parking will be available at the CRLS Garage. Permit has been approved.
  - Appropriate signage and student usher should be arranged
- Formal Invitations will be printed and sent to City Councillors, Superintendent, Members' family and friends. (Each Member will be allotted 29 invitations)
- Invitation letter to City Department Heads and School Department Administrators and Staff (leave to discretion of Executive Secretary)
  - School Committee Office address should be removed from invitation so as not to have confusion on location of inauguration
- Master(s) of Ceremony
  - Ask Student School Committee members
  - Provide MC with updated guidelines and prompts
  - MC will introduce City Clerk
- Clergy
  - Have one member of clergy to open ceremony and one to close
  - Ms. Cronin will arrange Rabbi; will ask Rabbi Elaine Zecher, Temple Israel
  - Ms. Kelly/Mr. Harding will ask Bishop Brian Greene, Pentecostal Tabernacle
- Guest Speaker
  - Possible guest speakers were discussed
  - Members felt they needed more time to decide and will make contact with possible speakers
  - Speaker's message should be about working together towards a common goal
  - Decision will be made by Wednesday, December 18, 2013; Executive Secretary needs time to send a formal letter to the guest speaker
- Catering
  - Decided on Portugalia as the caterer for the collation following the inauguration
- Photographer
  - Executive Secretary has contacted Photography teacher at CRLS to arrange hiring of a CRLS student
- Music

- The Members chose to ask Elaine Koury, VPA Coordinator, for her recommendation for an Upper School and a High School musical group
- Member Biographies
  - The Executive Secretary needs these as soon as possible
- Flowers
  - Executive Secretary will order boutonnieres, corsages and floral centerpieces from Sal's Florist
- Roll Call Stamp has been ordered
- Cambridge Chronicle Notice has been sent
- Business /Organization Meeting follows the Inauguration to elect Vice-Chair and to adopt the Rules of the School Committee
- First Regular Meeting will be held January 7, 2013; Members suggested that the Agenda be limited to the Superintendent's Agenda
- Members plan to call another Inauguration Ad-Hoc Committee Meeting
  - Student School Committee Members should be invited to discuss their responsibilities

The Inauguration Ad-Hoc Committee gave the Executive Secretary approval to go forward with plans as discussed.

Adjourned (5:37 PM)

Adjourned
Judith T. Martin
Confidential Secretary
to the School Committee

9. **Non-Consent Agenda**:

10. **Resolutions (letters of congratulations, letters of condolence)**: None

11. **Announcements**:

Dr. Young announced that all CPSD schools will be closed tomorrow due to the snow storm.

12. **Late Orders**: None

On a motion by Mr. Harding, seconded by Mr. Osborne, it was voted to recess the Regular Meeting and enter into the Budget Sub-Committee (Committee of the Whole) meeting.

Recessed (8:20 PM)

Budget Subcommittee Meeting (Committee of the Whole)
January 21, 2014

Called for the purpose of discussing the Budget Guidelines and the Budget Calendar.

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

Mr. Harding and Mr. Osborne co-chairs.

A quorum of the Budget Subcommittee (Committee of the Whole) being present, the meeting was called to order at 8:21 PM.

Members discussed the components of the budget guidelines:

- Student Achievement
- Elementary Schools
- Upper Schools
- High School
- Program & Curriculum Evaluation
- Special Populations
- Family Engagement and School Climate
- Operations and Long Range Planning

Discussion took place around the guidelines. Ms. Nolan offered the following change in language for Student Achievement: In the second sentence delete "reducing achievement gaps that exist for students in certain sub-groups" and replace it with: "*raising achievement for all students, with accelerated achievement growth for students in certain sub-groups to reduce achievement gaps*." The Committee accepted Ms. Nolan's amendment.

Ms. Cronin suggested the following language change to Special Populations: at the end add: "*as well as educates students in inclusive environments based on their individual needs.*" Ms. Cronin's amendment was accepted by the Committee.

Discussion took place around public input. Members expressed concern around sufficient time for the public to speak to the budget. The consensus was that another meeting should be scheduled for public comment. Mayor Maher called for a Special Meeting January 28, 2014, 6:00 PM, for the purpose of hearing public input on the FY 15 Budget. The Special Meeting will be followed by a Budget retreat. The March 11, 2014 Superintendent's presentation of the proposed budget to the School Committee was changed to Thursday, March 13 to accommodate the Mayor's schedule. April 8, 2014 was included, if required. This will occur only if the School Committee does not adopt the FY15 budget on April 1, 2014.

The Budget Sub-Committee referred the amended guidelines and calendar to the Committee of the Whole.

Adjourned (8:54)

Patricia A. Berry
Executive Secretary to the School Committee

The time for recess having expired, the Chair returned to the Regular Meeting. On a motion by Mr. Fantini, seconded by Ms. Cronin, it was voted to suspend the Rules for the purpose of bringing before the Committee the Budget Guidelines and the Budget Calendar for adoption. The Rules having been suspended for the purpose stated, on a motion by Mr. Harding, seconded by Mr. Osborne, the FY 15 Budget Guidelines were adopted as amended. On a motion by Mr. Osborne, seconded by Mr. Harding, it was voted to adopt the FY 15 Calendar as amended.

The Chair turned the meeting over to the Superintendent for a special announcement. Dr. Young announced that Cambridge Public Schools will be closed tomorrow, Wednesday, January 22, due to the inclement weather.

On a motion by Mr. Fantini, seconded by Ms. Kelly, it was voted to adjourn (8:57)

Patricia A. Berry
Executive Secretary to the School Committee