

**EAST LONGMEADOW SCHOOL COMMITTEE
MEETING MINUTES**



District Mission

"Our mission in the East Longmeadow Public Schools is to promote achievement and accountability in all endeavors as we educate today for the challenges of tomorrow"

DATE: February 26, 2018
TIME: 7:00 P.M.
WHERE: Superintendent's Conference Room
180 Maple Street, East Longmeadow

Meeting called to Order by: Deirdre Mailloux, Chair
Present: Richard Freccero; Gregory Thompson; Deirdre Mailloux; Gordon Smith, Superintendent of School, Elizabeth Marsian-Boucher, Valerie Annear, Asst. Supt. for Curr. & Instr.; Pamela Blair, Asst. Supt. for Business; Kathy Celetti, Recording Secretary; Student Rep
Absent: William Fonseca
Chair stated that this meeting is being both audio and video taped, and asked if anyone else was taping the meeting.

Approval of Minutes

2.1 Approval of the February 5, 2018 executive session meeting minutes.

Richard moved to approve the February 5, 2018 executive meeting minutes, Gregory seconded the motion

Richard: Do we always have such specific language? In the past I thought we talked about positions and not specifics, is this new.

Chair: No

Mr. Smith: We usually have the percentages in there

Gregory: Leave that in there, stands correct

Chair: Any further discussion? Hearing none, all those in favor say aye (4), oppose (0), (1) abstention, that carries forward (4-0-1)

2.2 Approval of the February 5, 2018 regular session meeting minutes.

Gregory moved to approve the February 5, 2018 regular meeting minutes with one amendment to the approval of minutes 2.1. Mrs. Celetti pointed out it out, it should be regular session minutes instead of executive, Richard seconded the motion

Chair: Any further discussion? Hearing none, all those in favor say aye (4), oppose (0), (1) abstention, that carries forward (4-0-1)

Committee/Sub-committee Communications

Student Rep: Friday we have "Read Across America" where high school juniors and seniors will be going to Meadow Brook to read to the students. The girls' basketball team is in their quarter finals on Thursday, it's a home game. We are also celebrating Black History Month. Next month will be Women in History month. Spartanum is next Friday and Saturday.

Chair: I did get my phone call about the basketball game

William: Congratulations to all the award winners from the ELEE F Winter Dinner Dance event, congratulations to the teachers. I attended a very successful Equity Symposium and Federal Advocacy Conference in Washington, D.C., that's why I wasn't at the last meeting. A lot of good points made. We did spend the Day on the Hill and I did meet with the MASS. Congressional Delegation to further our educational goals and what we are looking for. The Poverty Summit is next Friday, March 9th at Clark University; I'll let you all know how that goes.

Richard: I'm immersed in meetings. Mr. Thompson and I continue our negotiations with Unit A. Mr. Fonseca and I were involved in an Athletic Sub-committee meeting regarding agenda item 7.2 "Hockey 8th Grade Waiver".

Gregory: On Valentine's Day, I had a date with Mr. Smith, Ms. Marsian-Boucher and Ms. Blair. We went out to the Massachusetts School Building Authority meeting. Very productive I thought. We learned a lot from the process. This is for the project at Meadow Brook; we took a lot out of it. How to go forward with our CORE project in term of what we might ask for, strategies based on what the committee had said and state treasurer has said and others. Certainly a fruitful day, it productive to go out there. Thank you

Mr. Smith: The board approved the 2.7 million for the project, with 55% reimbursement.

Deirdre: Thank you for going

Elizabeth: That meeting was eye opening. It was fascinating, that whole process. ELEE F was really a wonderful event, they sold out. I don't know what they took in at this point, we haven't had another meeting since then, but I think they feel it was successful. Some interesting auction items, curious to know how the parking spaces, the car line, principal and custodian for the day go. It was a good evening. Also we will be starting policies this week.

Gregory motioned to amend the agenda to move up items 7.2 and 7.3 as our next order of business after Opportunity for visitors to Address the committee, Richard seconded the motion.

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

Opportunity for visitors to Address the committee - No one wished to address the committee

7.2 The 8th grade Hockey Waiver was presented by Mr. Magee and Coach Reid. We finished the year with 19 players. First time in a long time that we had no JV team. MIAA suggest numbers that are below 23, should think about getting an 8th grade waiver. We really want to get the JV program back and get above that 23 number that MIAA suggest.

Gregory: Coach Reid, any reason why the numbers are so low?

Coach Reid: I honestly don't know I've never seen anything like this.

Richard: The Athletic Sub-committee is recommending this. I just happened to have the opportunity to bump into Lou Conte, PVIAC Exec. Secretary, he said that we are on the cutting wave; there are other schools that are doing the same next couple of year.

Beth: Maybe this is something we should have a conversation with the Rec Dept. about.

Gregory moved to approve the 8th grade Hockey Waiver as requested, Elizabeth seconded the motion

Chair: Any further discussion?

Richard: Next year 's 8th graders

Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

7.3 Ms. MacGillivray and Ms. Rivera presented the ELHS Science Dept. field trip to Costa Rica on April 12-21, 2019.

Richard motioned to approve Costa Rica trip the week of April 12-21, 2019 with Ms. MacGillivray and Ms. Rivera returning once they have finalized all the details, Elizabeth seconded the motion

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

Superintendent's Report:

5.1.1 The District-wide Mid-cycle presentation was presented by the Leadership Team.

District Benchmark Assessment Updates

- All grades continue to utilize data from 2 to 3 DBAs in ELA, Math Science and other content areas to adjust instruction
- All schools continue to work on creating collaborative data team meeting times for departments
- Grades 4 & 5 will take the first tech-enhanced DBAs in ELA and Math in March
- All ELA and Math DBAs in grades 3 through 10 will be tech-enhanced by fall 2018

Summary of the district data

- District continues to achieve well across all grade levels in ELA and Math
- STAR Reading and Math aggregate results show improvement from fall to winter
- Student Growth Percentile on STAR assessments continue to be above average for grades 2-5
- The DESE DART comparison shows ELPS achieving near the top of similar districts on the new Next Generation MCAS for grades 3-8 in ELA and Math

District SMART Goal #1: All students will be challenged and supported to achieve a high standard of academic performance and growth through the implementation of a standards-based instructional program aligned to MA Curriculum Frameworks.

Key Action Steps #1:

- ELPS Leadership Team is reviewing the new Digital Literacy and Computer Science Frameworks and beginning to develop a district-wide implementation and support plan
- ELPS Social Studies Dept. with the Asst. Supt. for Curriculum, Instruction and Assess. Are reviewing the draft of the new DESE standards, they are preparing to comment on them during the public comment period (January 23-April 2)
- Schools will continue to incorporate a peer observation and reflection process; schools are using quick visits with pairs or groups visiting a class for up to ten minutes along with colleagues individually observing other colleagues for a full instructional block

Elementary Action Step Goal #1:

- Staff will meet regularly in grade level/subject area teams to analyze data to plan instruction and meet student needs
- Students will create, collaborate and/or communicate utilizing technology
- Staff will participate in a process that allows for peer observation and reflection

Middle School Action Step Goal #1:

- All content areas are implementing a series of common assessment (DBAs) and are working to align more closely to Next Generation MCAS, especially in ELA and Math. Many DBAs are taken on computers
- Peer observation: One staff walk around in October; teachers have conducted one peer observation so far. Six other schools visited in the first round. 2nd round, peer observation takes place in February - May. Debrief in small groups
- School-wide focus on argumentative writing, taking the research skills from last year's focus to now teach kids, across content areas, formulate an argument, and back it up

High School Action Step Goal #1:

- Cross curricular curling activity blends math, science and physical education
- Student vignette reading in ELA class highlights inclusive practices, cross-curricular planning and collaboration with ESL students

District SMART Goal #2: 100% of ELPS teachers will engage students in productive and innovative 21st Century learning experiences to ensure that all students are prepared to contribute responsibly in a global society.

Key Action Step #2:

- Two full-day PD days provided approximately 28 individual workshops, and two keynote speakers to support ELPS staff in implementing strategies to engage students in 21st Century learning, concentrating on critical thinking, collaboration and problem solving
- 1:1 Initiative Committee established and developing plan for 1:1 implementation
- Teachers are moving towards more project-based and inquiry-based instruction. Work on alignment to new standards in different content areas helps move this work forward
- Recent classroom furniture purchasing has maintained a goal of allowing for easy student-to-student collaboration and group work

Elementary Action Step Goal #2:

- Implement PD to support 21st Century Learning skills and experiences
- Establish physical learning spaces that are flexible and adaptable; enable collaboration, interaction and information sharing
- Create project-based learning opportunities for students

Middle School Action Step Goal #2:

- Flexible, adaptable and collaborative work spaces
- Innovative learning experiences
- DLCS work-discussing more with you in two weeks
- Working towards 1:1

High School Action Step Goal #2:

- Continuing to increase STEAM opportunities
- Working towards 1:1 innovation team

District SMART Goal #3 All ELPS staff will create a safe, nurturing, and respectful learning/working environment resulting in an educational experience that supports the whole child by fostering social, emotional, and academic skill development throughout all grades.

Key Action Step #3

- Each building utilizes funds designated in this budget to expand support for students to develop strong decision-making and interpersonal skills. To provide more specific support where greater challenges have been identified
- The district continues to forge new partnerships in order to increase support for ELPS students: (Dr. Welch, established a partnership with Bay Path Graduate Program); (establishing a partnership with Springfield Recovery HS - Liberty Preparatory Academy)
- Working with school psychologist and consultant to better define diversity and inclusion with staff and students

Elementary Action Step Goal #3:

- MB - School-wide Character Traits; Family Bingo/Pizza Night, Book Fair; Parent workshop "Let's get Organized" Executive Functioning in Children
- MV - Social/emotional development (Someone Special Dance; Pioneers collection for Veterans; breakfast with ELPD)
- MS - Social/emotional development (Culture committed to professional learning and growth for students)

Middle School Action Step Goal #3:

- Advisory program on Thursdays focused on the 5 competencies of social emotional learning
- Student council raised over \$2,500 for Alex Blaise and family
- Proactive student support through SAM process counseling team, and two student mentors

High School Action Step Goal #3:

- Focus on social emotional and school refusal
- Focus on Civics Model Congress
- Spartan Block
- Diversity Committee

Mr. Freccero complimented the Leadership Team saying he really liked the presentation, it was organized. I learned a lot on all three goals, very impressive.

Mr. Thompson asked Dr. Flanagan if student safety in school has come up.

Dr. Flanagan: At our last advisory meeting, which was the day after the incident happened, we brought the conversation up with our kids, our goal was to hear them out, but also kind of pick their brains on how they are feeling. It was very good for us to hear their voices. We are going to continue those conversations with our students. I'm meeting with Student Council next week, kind of call to action meeting, to have an in-depth conversation on how we as a school community can work on school safety. One of the things we are trying to focus on is the mental health and isolation piece. We have a lot of kids in our school who don't have a lot of friends and we want to make a change and reach out to those kids so that they don't feel that they are the outsiders. That they are part of a bigger community. How we as a school community can embrace each other. We also have been working with the ELPD and Superintendent of Schools. We met with officer Manning and officer Ingells last week. Anytime something like this happens, it's a great opportunity for us to review what's playing in our school, great conversation came out of that as well.

Mr. Thompson asked that Dr. Flanagan keep the committee updated.

Mr. Fonseca said that the mental aspect is something that we can work on.

Mr. Smith said that in their discussion with the police department they too were centered on that, it's about the relationships, support and communications.

Dr. Flanagan: Kids have to feel that their differences are respected and valued. That is why it's in part of our SMART goals.

Keep doing what you are doing, thank you.

Gregory motioned to move up agenda item 7.1 to next order of business, William seconded the motion.

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

New Business

7.1. Changes to the ELHS Social Studies Elective "Contemporary Issues" were presented. Dr. Flanagan said that they revamped Contemporary Issues to make it more structured, relate to Civics. We are taking Contemporary course and making it more specific focused.

Gregory moved to accept changes to the Social Studies Elective "Contemporary Issues" as presented, William seconded the motion.

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

Assistant Superintendent of Business :

5.2.1 BP gift donation of \$800 from Dr. Margolis from the Margolis Miler for Music 5K Race in October 2017. The gift will be used for the BP music dept.

Gregory moved to accept the gift donation for BP music department, from Margolis Miler for Music 5K race for \$800, Elizabeth seconded the motion

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

5.2.2 The ELEEF Grants for 2017-2018 was presented by Ms. Blair. A total of eight grants were awarded. (2) At MS; (1) at BP; (2) at MV; (2) at MB and (1) at the HS, totaling \$23,166.59.

Elizabeth moved to accept the ELEEF Grants funds in the amount of \$23,166.59, William seconded the motion.

Chair: Any further discussion? h earing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

Assistant Superintendent for Curr. and Instruct.

Ms. Annear gave feedback from the February 18th PD. This was the first year having the two PD with guest speakers, and our own staff running PD sessions. It was extremely successful; we are hopefully going to continue with PD.

Old Business :

6.1 An update of ELHS Greece/Italy field trip on April 12-20, 2018 was presented.

Richard moved to approve the ELHS Greece/Italy field trip on April 12-20, 2018, Gregory seconded the motion.

Chair: Any further discussion? h earing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

6.2 An update on the ELHS music dept. field trip to Williamsburg, VA on April 12-15, 2018 was presented.

William moved to approve the HS music department field trip to Williamsburg, VA on April 12-15, 2018, Elizabeth seconded the motion.

Chair: Any further discussion? h earing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

6.3 An update on the ELHS Vex Robotic World Championship on April 25-28, 2018 to Louisville KY was presented.

Gregory moved to approve the Vex Robotic World Championship on April 25-28 in Louisville, KY pending qualifications, Richard seconded the motion.

Chair: Any further discussion? h earing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

7.4 Superintendent's Mid-cycle review was presented by Mr. Smith. Mr. Thompson said things are going well, we are in great shape. Send comments to the Chair for our next meeting on March 12th.

7.5 Memorandum of Understanding with the ELPS bus Drivers and UFCW was presented

Gregory moved to accept the MOU with the ELPS Bus Drivers and UFCW as presented, William seconded the motion

Chair: Any further discussion? Hearing none, all those in favor say aye (5), oppose (0), that carries forward (5-0)

Gregory asked if this is now official and Mr. Smith stated its official.

Gregory: Next year we will be looking to another service for bussing.

Mr. Smith: We will be transitioning our transportation services to the Lower Pioneer Valley Educational Collaborative (LPVEC). The negotiations and MOU that you just voted and discussed in executive session really paves the way for us to not only honor our drivers who have given us years of service, but it also helps us start to develop an agreement with the LPVEC where we feel most if not all of our drivers will end up working for the LPVEC and doing our runs.

Gregory: Similar to runs they are doing now

Mr. Smith: Very similar

7.6 School Safety was discussed.

Chair: I know we have already touched on this a little when Dr. Flanagan was here, but I know in light of the most recent tragedy in Florida we felt it was just nice to have this on the agenda tonight. So that parents and our community understands what we are doing to keep our students safe and secure in our schools.

Mr. Smith presented some talking points that we do here ELPS

- District and building SMART Goal #3 is a significant factor in keeping students safe and secure. Relationships and communication are the two most strategic components to keep students supported and safe
- Expanded social and emotional support this year has added to the actions taken under this SMART Goal, we plan on continuing to expand this effort in all buildings.
- ELPS works with ELPD and ELFD very closely to develop safety plans for the district and each building; a shared digital folder of all newly revised safety plans is shared each year with the ELPS Leadership Team, ELPD and ELFD
- ELPS is working closely with MA State Police on revising safety plans and adopting most current practices; MA State Police provides training for ELPS staff and has been part of building safety drills with ELPD
- We meet monthly on health and safety issues with the Leadership Team, Nurse Leader, and ELPS Resource Officer
- Each building has perimeter cameras that can be monitored by the building main office, Central Office, IT Dept. and ELPD
- Each building front entrance has a security buzzer system controlled in the main office
- Each building has one or more panic buttons to immediately alert the alarm company and ELPD

Richard: Some schools practice Active Shooting Drills, are we in that range?

Mr. Smith: Our drills basically haven't been designated as Active Shooting, but our lockdown protocol, basically what we are preparing for is some type of armed intruder. We want our classroom teachers, paraprofessionals and students working together differently. In the past basically you are quiet and out of sight. We are still quiet and out of sight, but each classroom is looking to gain information periodically so that they can make decisions within that situation to become active.

William moved to adjourn at 9:25 PM, Gregory seconded the motion.

Chair: Thank you Mr. Maki

Chair: All those in favor please say aye (5), oppose (0), that carries forward (5-0)

Minutes Recorded by: Kathy Celetti

Respectfully submitted by: Superintendent Smith

Signature