

Salem School Committee  
Regular Meeting Minutes  
Monday, August 17, 2009

A regular meeting of the Salem School Committee was held on Monday, August 17, 2009 at 7:00 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, Massachusetts.

**Members Present:** Mayor Kimberley Driscoll, Kevin Carr (8:10 p.m.), Mr. Nate Bryant, Dr. Janet Crane, Mr. James Fleming, Mrs. Kerry Martin Dr. Brendan Walsh

**Members Absent:** None

**Others Present:** Dr. William Cameron, Superintendent, Alyce Davis, Assistant Superintendent, Business manager John Danizio and Eileen Sacco, Secretary.

Mr. Fleming called the Regular Meeting of the Salem School Committee to order at 7:05 p.m.

**Approval of the Agenda**

Dr. Walsh moved to approve the agenda, seconded by Dr. Crane. The motion carried.

**Approval of Minutes**

The minutes of the Salem School Committee meeting held on Monday July 13, 2009 were presented for approval.

Dr. Crane moved approval of the minutes of the July 13, 2009 School Committee meeting. Dr. Walsh seconded the motion. The motion carried.

**Questions and Comments from the Audience**

There were no questions or comments from the audience.

**Superintendent's Report**

Dr. Cameron acknowledged that School Business Manager John Danizio has accepted a position as School Business Managers for the Winchester Public Schools. He noted that his last meeting will be in September.

Dr. Cameron announced that Mr. Robert Teel will be the interim principal at the Saltonstall School for the 2009-2010 school year.

Dr. Cameron reported that the Massachusetts School Building Authority has set a deadline of October 23, 3009 for Statements of Interest. He recalled that the MSBA visited the Collins Middles School last spring regarding our application for work to be done and we were to hear about that by the end of May. He notes that we have not heard about the status of that request. He stated that he would be contacting MSBA to inquire as to how to proceed.

Dr. Cameron reported that members received a report on Special Education Services in the Salem Public Schools in their packets. He recommended that the School Committee review the report at a future meeting.

Dr. Crane noted that she read the report and found the results very useful. She stated that this is an important issue and the matter should be referred to the School Committee of the Whole.

Dr. Crane moved to refer the Special Education Services report to the School Committee of the Whole. Mr. Fleming seconded the motion. The motion carried.

Dr. Cameron requested that the School Committee consider holding a School Committee meeting at Salem High School. He explained that he would like the School Committee to have a presentation on the Nova Net software and use of the computer lab is required for that.

Dr. Crane moved to schedule a future meeting of the School Committee at Salem High School. Dr. Walsh seconded the motion. The motion carried.

Dr. Cameron reported that He, Mrs. Davis and Mary Manning met with representatives of Teachers 21 who invited nine districts to be interviewed to possibly participate in a study that will involve teacher recruitment, mentoring and professional development.

Dr. Cameron reported that a Health Advisory Council meeting will be held prior to the opening of school to discuss actions that should be taken in regards to the H1N1 virus.

Dr. Cameron reported that the Readiness School Planning Committee has scheduled a series of meetings later this week. He noted that Mrs. Davis and Mrs. Martin are on the Committee.

Dr. Cameron reported that he has two matters to that he would like to refer to the Buildings and Grounds subcommittee. He explained that one matter is that of security at the Witchcraft Heights School and the other is the use of athletic facilities at Salem High School.

Dr. Walsh moved to refer the matter of security at the Witchcraft Heights School and the use of athletic facilities at Salem High School to the Buildings and Grounds Subcommittee. Salem School Committee

### **Curriculum Report**

Assistant Superintendent Alyce Davis reported that professional development activities have concluded. She noted that they were grant funded in partnership with Gloucester and Lynn.

Mrs. Davis reported that she and Loretta Cannistraci met with 31 staff members in preparation for an instructional technology program for staff that will be held in September 8, 2009.

Mrs. Davis reported that on September 1, 2009 the Salem Public Schools will welcome 30 new teachers. She explained that the mentor day will include a trolley tour of Salem, a visit to the Peabody Essex Museum and a luncheon at Collins Middle School.

Mrs. Davis reported that throughout the month of September, Salem residents and their families are invited to visit the Boston Museum of Science free of charge. She explained that a mailing has been sent out to Salem residents with details. Mayor Driscoll noted that this opportunity is made possible by the generosity of the Read Family Charitable Trust and includes admission to the Mugar Omni Theater as well as the museum.

Dr. Crane commended Mrs. Davis on the quality of the professional development programs that were offered to Salem teachers.

### **Finance Report**

Finance Director John Danizio reviewed the final spending report for FY2009. He also reported that there was a surplus in the electrical line of \$101,225. He explained that the savings allowed the School Department to cover the cost of snow and ice removal bills for the school department. He noted that these bills were originally paid by the DPW and were part of the substantial snow and ice deficit accrued by the city during FY09. He explained that moving these bills back to the School Department budget would decrease the deficit and allow the City to decrease the amount needed to be raised on the tax rate.

Mr. Danizio also explained that there was a \$175,000 that was unused in the out of district tuition line and was used to pay the North Shore Medical Center contract. He explained that during the FY08 mid year budget struggles we were able to negotiate a new contract agreement with the hospital. He noted that this agreement allowed us to forego payments for the last 6 months of FY08 in exchange for management fees to be paid in the following years. He explained that it was recommended by DESE auditors that we pay off that contract and negotiate a new contract with no management fees. He noted that our fee for FY10 would have been \$175,000 and we were able to apply the tuition savings realized from tuition that was not charged because a student did not attend for a good portion of the year.

**Approval of School Department Warrants:**

July 16, 2009 in the amount of \$ 30,651.15  
July 23, 2009 in the amount of \$403,267.27

Dr. Walsh moved approval of the warrant as submitted. Dr. Crane seconds the motion. The motion carried.

**Budget Transfer Request**

**The following Budget Transfers are respectfully requested:**

**Amount: \$101,225**

From:	13530121-5211	Electricity	\$101,225
To:	13530121-5292	Snow Removal	\$101,255

Reason: This transfer is requested in order for charges to be applied to the appropriate general ledger account. The snow removal bills during the year were paid by the an account on the City side of the ledger. The school department was able to realize significant savings in the electricity account, and would like to transfer the charges to the proper account.

Mr. Fleming expressed concern about transferring money to the city budget from the school department budget. Mr. Danizio explained that it is for snow removal that was done for the school department.

Mr. Fleming moved to hold out \$40,000 and use it to hire a second ROTC instructor, and transfer \$61,225 to the city. Mayor Driscoll ruled the motion out of order noting that the funds were from FY09 and cannot be used for FY10. Discussion ensued regarding the snow removal deficit and the transfer of funds.

There being no further questions or comments regarding this matter, Dr. Walsh moved to approve the transfer of \$101,225 as requested, seconded by Dr. Crane. The motion carried (5-1) with Mr. Fleming opposed.

**Amount: \$140,000**

To:	13640160-5125	Salaries District Wide	\$140,000
From:	13640161-5302	Medical Contract	\$140,000

Reason: This transfer is requested by the Sped Director. The goal is to move away from contracting with the hospital and to hire our own Speech and Language Professional staff. We have been more successful with hiring and retaining staff than the hospital has, and employing our own staff allows for more flexibility with service hours.

Dr. Walsh moved approval, seconded by Dr. Crane. The motion carried.

**Amount: \$3,500**

To:	13570721-5421	General Supplies	\$2,000
To:	13990710-5150	PD Stipends	\$1,500
From:	13570721-5511	Textbooks	\$3,500

Reason: This transfer is requested by the building Principal who wishes to transfer these funds in order to make purchases from appropriate line item.

Mr. Fleming moved approval, seconded by Dr. Crane. The motion carried.

**Action Items**

- a. Deliberation on the approval of the Agreement with the Salem Teachers Union for the Nurse Coordinator for 09/10

Mr. Fleming moved approval, seconded by Dr. Walsh. The motion carried.

- b. Deliberation on the approval of the Agreement with the Salem Teachers Union for the Title I Literacy Coordinator for 09/10

Mr. Fleming moved approval, seconded by Dr. Walsh. The motion carried.

- c. Deliberation on the approval of the format for proposals for a Strategic Plan Consultant to facilitate development of a 2010 – 2014 Strategic Plan for the Salem Public Schools.

Mr. Fleming moved approval, seconded by Dr. Walsh. The motion carried.

**School Committee Reports**

**Personnel**

Mr. Fleming reported that the personnel subcommittee meeting met this evening and reported on the following matters:

Mr. Fleming reported that the Subcommittee reviewed an arbitration settlement in the Nadeau grievance. He reported that the settlement recommends that a \$1.00 per hour differential for "Custodian In Charge". He noted that the Personnel Subcommittee recommends that the School Committee approve this settlement.

Mr. Fleming moved to approve the arbitration settlement in the Nadeau matter. Dr. Walsh seconds the motion. The motion carried.

Mr. Fleming reported that the Personnel Subcommittee reviewed an addendum to the Paraprofessionals Contract for the payment of \$100 per month for additional duties required when working with severely handicapped students. He stated that the Personnel Subcommittee recommends approval.

Dr. Crane moved to approve the recommendation of the Personnel Subcommittee and approve the addendum to the Paraprofessionals contract. Mr. Bryant seconded the motion. The motion carried.

Mr. Fleming reported that the Personnel Subcommittee reviewed a memorandum of understanding with the teachers union regarding part time training. He explained that the Committee voted to recommend approval to pro rate prep time and administrative time when a teacher must be present.

Mr. Fleming moved to accept the recommendation of the Personnel Subcommittee and approve the memorandum of understanding regarding part time training. Mr. Bryant seconds the motion. The motion carried.

Mr. Fleming reported that the Personnel Subcommittee reviewed a request from the Superintendent for an additional \$6,000 stipend for the Coordinator of Nursing Services and the Coordinator of Title I/K-8 Literacy. He explained that the positions require additional days before the start of the school year and again at the end of the school year and the Subcommittee recommended that a one year addendum to the Collective Bargaining agreement be approved.

Mr. Fleming moved to approve the addendum to the collective bargaining agreement for the Salem Teachers union for an additional \$6,000 stipend for the Coordinator of Nursing Services and the Coordinator of Title I / K-8 Literacy Coordinator.

Mr. Fleming reported that the Personnel Subcommittee reviewed the request of the Superintendent to change the title of the head of the Parent Child Home program from Lead Teacher to Coordinator and change the salary from \$67,000 to \$70,000. He explained that the responsibilities of the position have changed and the title of coordinator is more appropriate and the Personnel Subcommittee recommends approval of the request.

Mr. Fleming moved approval of the change in title to Coordinator of the Parent Child Home Program, seconded by Dr. Walsh. The motion carried.

### **Buildings and Grounds Subcommittee**

Mr. Bryant reported that the Buildings and Grounds subcommittee met on July 22, 2009 regarding the request of the Salem City Clerk to use Witchcraft, Saltonstall, and Salem High School as polling places for the upcoming elections. He explained that they met with City Clerk Cheryl LaPointe and Mr. L'Heureux and discussed the locations and addressed concerns that were raised.

### **Curriculum Subcommittee**

Mrs. Martin reported that the Readiness School Committee will be meeting on Wednesday, Thursday and Friday of this week to review the proposal.

### **School Committee Concerns and Resolutions**

#### **JROTC**

Mr. Fleming expressed concern about the need for a second JROTC instructor at Salem High school and requested that Mr. Danizio review the salary budget for possible savings that could be used for a second JROTC instructor. He noted that we have a contract to provide all of the support and services to make the program successful.

Dr. Walsh expressed concern that there is a list of positions in other areas of the budget that should be addressed as well and he could not single out the JROTC program.

Dr. Cameron reported that he had a discussion on the phone with Dr. McHenry of the Marine Corp and he was led to believe that if we cannot find the resources for an additional instructor they would not close down the program during the school year.

Mr. Bryant asked if an additional instructor is not hired if the program would be shut down or would the number of students allowed to participate be reduced. Dr. Cameron stated that the program would end unless an additional instructor is hired. Mr. Bryant stated that while he is concerned about this program he noted that he does not want to jeopardize what happens in the classroom, and teaching positions would have to come first.

Mr. Carr stated that he thinks that we have a little time to solve this and noted that we are trying to make the most of our resources. He suggested that the School Committee wait and see what happens.

Dr. Walsh suggested that the School Committee wait until next year and try and put the additional position in the budget. He also stated that he did not think that this was the only program at Salem High School that is keeping kids from dropping out of school. He stated that it is a matter of equity.

Mr. Fleming moved to request that Mr. Danizio review the salary line in the budget for possible savings and report to the School Committee at the next meeting. Mrs. Martin seconded the motion. The motion carried.

### **NS Regional Vocational High School**

Mayor Driscoll reported that the proposed merger of the North Shore Regional Vocational School and Essex Agricultural School will eventually require approval of the School Committee. She explained that she would be providing further information on this to members. She explained that each community will have to approve this and explained that the new building will cost Salem approximately \$400,000 per year. She recommended that a joint City Council / School Committee meeting be held to review a presentation on the project.

### **Superintendents Evaluation**

Dr. Crane moved to initiate the annual evaluation of the Superintendent of Schools and that the task be completed by January 1, 2010. Dr. Walsh seconded the motion. The motion carried.

Mayor Driscoll suggested that the School Committee use the same format as last year and that the Vice Chair, Mr. Carr coordinate this.

Dr. Crane requested that members make comments for "fails to meet expectations" and "exceeds expectations" rankings.

### **School Committee Self Evaluation**

Dr. Crane suggested that the School Committee do a self evaluation. She stated that she could see a lot of value in that.

### **Questions and Comments from the Audience** regarding the 8/17/09 agenda

Major David Flores addressed the School Committee and expressed his concern about not hiring an additional instructor.

Several students of the JROTC program addressed the School Committee and expressed their concerns and feelings about the JROTC program.

Roger Leger of the Salem Veterans Council addressed the School Committee and expressed his support for the JROTC program. He also noted that the Salem Veterans Council would do whatever they could to help the program go on.

John Wilkinson the Jr. Vice Commander of the Salem VFW addressed the School Committee and expressed his support for the JROTC program. He noted that the JROTC students participate in Memorial Day and Veteran's Day celebrations held in the city and they are a big asset to the community.

Ward Four Councillor Jerry Ryan of 4 Nichols Street addressed the School Committee and expressed his support for the JROTC program.

Tim Ready addressed the School Committee and urged the School Committee to honor their contract for the program, noting that we don't want to lose the program.

**Adjournment**

There being no further business to come before the School Committee this evening, Mr. Fleming moved to adjourn to Executive Session for the purpose of discussing a matter of contract negotiation, and the School Committee will not be returning to open session this evening. Dr. Walsh seconded the motion. Mayor Driscoll called for a roll call vote as follows:

Mrs. Martin	Yes
Dr. Walsh	Yes
Mr. Fleming	Yes
Mr. Carr	Yes
Dr. Crane	Yes
Mr. Bryant	Yes
Mayor Driscoll	Yes

The motion carried (7-0).

The meeting adjourned at 9:30 p.m.

Respectfully submitted by:

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Eileen M. Sacco, Secretary  
Salem School Committee

**APPROVED BY THE SALEM SCHOOL COMMITTEE ON SEPTEMBER 8, 2009**