

Minutes - Regular Meeting February 28, 2017

Pursuant to notice February 28, 2017 at the High School Media Center at 6:30 PM

Members Present: Mr. Doyle, Dr. Cammarata, Mr. Sjoberg, Mr. Hayman. Mrs. Presser absent

Others Present: Mrs. Tremblay, Mrs. Borseti, Mr. Cyr, Mrs. Mauro, Mrs. Iannibelli, Mrs. Robertson, Mrs. Fennessy, Mr. Bemiss, Mr. Hurray, Mr. Ralston, Mr. Cleary, Mrs. Judkins, Mrs. Owens and two members of the press

6:35

1. Minutes presented for approval; [Regular meeting February 7, 2017](#)

Dr. Cammarata moved to approve the Minutes for the regular meeting February 7, 2017. Mr. Hayman seconded the motion; Mr. Doyle, Mr. Sjoberg, Mr. Cammarata and Mr. Hayman in favor. Mrs. Presser absent.

6:36

2. [School Calendar 2017-2018](#)

Mrs. Tremblay presented the proposed 2017-2018 School Calendar to the committee highlighting:

- First day for students is 8/30/17
- Tentative last day is 6/20/18
- November is the most hectic month due to conferences
- Teachers report to school on 8/28/17 for 1 ½ PD days

Mrs. Tremblay would like to bring the proposed calendar to the next Professional Development Steering Committee meeting to review the Wednesday half days.

Mr. Doyle pointed out this is not a major voting year so the full day Professional Development Day would be in October following Columbus Day.

Mr. Hayman suggested moving the first Elementary & Middle School Conference day from November 8th to November 7th so students do not miss as many Wednesday afternoon classes.

Mrs Tremblay is going to report back to the committee after reviewing the calendar with ALT and the PD Steering Committee and checking the contract language.

6:40

3. [Makerspace: LMS and HHS](#)

Mrs. Judkins, LPS Digital Learning Coach, and Mrs. Owens, Media Specialist at HHS, updated the committee on the new Makerspaces at LMS and HHS and how Makerspaces align with the District Strategy and the Lynnfield Public Schools Mission Statement. The Makerspaces are located in the Media Centers at the schools and are centers for creative play.

HHS student projects to date include the popular zip lines, a lego wall, gingerbread man traps, weather stations and electric circuits. A large donation of copper tape, stickers and batteries from a family made the electric circuits projects possible.

The LMS Makerspace launched in January 2017; utilized time in the schedule for student and staff orientation where they engaged in maker project; Stop Motion Animation.

Mrs. Judkins said the Hour of Code that was held at the schools was followed up by a Night of Coding at LHS which had a great turnout and high school students assisted with both. They plan to hold another Night of Coding next year.

Mr. Cyr, Mrs. Judkins and Mrs. Owens gave examples of the CLE's that have integrated with Makerspaces this year.

Mrs. Judkins said educators from other school systems have come to Lynnfield to visit the spaces and they now have a list of additional planned visits.

7:17

4. [School Improvement Plans- Update](#)

Mrs. Tremblay introduced each group before they presented and shared that the presentations will include updates on two District Wide goals and progress on the goals for each school. Mrs. Tremblay

stated everything in the presentation directly correlated with the strategic objective, curriculum and instruction.

Vocabulary District Wide: Mrs. Iannibelli, Mrs. Robertson and Mrs. Fennessy

Mrs. Robertson reviewed how the middle school English Language Arts Department used a PD day to review strategies, build a word list and then created specific lessons for different words. Teachers broke off into teams to create lessons or refine the list of words. Through their work the teachers created a list of words referred to as the “Lynnfield Power Words list” that are being used district wide at every level. Teachers will continue their work to refine the lists and lessons in Rubicon Atlas. During the March PD day they will look at the assessment piece and MCAS 2.0.

Mrs. Iannibelli said the high school English and Latin teachers looked at the list of power words and developed a CLE which can be accessed by all teachers. Facilitators worked with their departments prior to the February 1st PD day to identify a vocabulary strategy to be used, practiced with it and shared database of strategies in portal. During the PD day strategies were showcased for the rest of the departments. The March PD day will be utilized to identify an assessment to go along with the strategy.

Mrs. Fennessy spoke about the elementary updates and how the UBD list was connected at the elementary level. Teachers benefited from hands on activities with the words at the February 1st PD day. In March the teachers will create the lessons.

Mrs. Fennessy also said she, Mrs. Iannibelli & Mrs. Robertson have been able to model best practices by getting together, visiting classrooms, having discussions and create additional strategies for teachers. At the elementary level they would like model best practices by empowering teachers to become teacher coaches as a resource for their individual teams and other grade levels across the schools. A goal for the future is to create a district guide for best practices.

7:40

UbD District Wide: Mr. Cyr

Mr. Cyr updated the committee on UBD which is a multi year goal. LCC developed a five year Implementation plan for k-12. The focus of LCC & ALT is the 5 year plan and planning the pd days. The September PD day was a refresher for teachers on how to navigate the atlas tool and lead atlas teachers at each school were designated. LCC is looking ahead to March where they will look at quality mapping, rubrics, essential questions; making sure what is being worked on translates into the classroom. Mr. Cyr said the specialists in the district have benefited from the restructured LCC meetings.

8:13

Preschool: Ms. Mauro

Mrs. Mauro and Mrs. Fennessey updated the committee on the progress made at the Preschool. Mrs. Mauro said the Preschool continued work on the Professional Learning Community Goal due to the changes in location and the relatively new preschool staff during the past two years. Strong priority and focus during the first half of the year with professional relationships. Team has prioritized meeting as a group for discussion on students and to look at instructional strategies; on solid ground.

Continued efforts for improvements to family outreach such as local preschool events, registration night, open house and through weekly communications and monthly newsletter.

SSS: Greg Hurray and Kara Mauro

Mrs. Mauro and Mr. Hurray updated the committee on the progress made at Summer Street School with the multi year goal. The goal is to meet the increasing needs for students that have become more complex. They are working with an inclusion consultant who is helping to launch conversations with teachers. Consultants viewed classrooms at the school and just sent the program review which

is being looked at by the school administrative team. September and December school wide PD focused on inclusive practices.

Mr. Hurray said there are a number of great resources already in place. Currently they are looking at models to use to bring greater differentiation to the classrooms; template for teachers to understand the goals of how and why for differentiated instruction. They are looking to build differentiation in the curriculum and are looking at DESE models. They have also restructured the assessment meeting time to use some for discussion around strategies to increase learning. The Atlas tool is a great resource to build, improve and share a unit.

8:38

HHS Mr. Bemiss

Mr. Bemiss spoke about Huckleberry Hill School's goal to research, develop and implement a Social Emotional Learning (SEL) program to enhance the school character program. The Second Step program is being used and the units are the same, K-grade 4, building on the strategies as the students go up the grades. Teachers are practicing mindfulness techniques and sharing strategies in the classroom. Mr. Bemiss said progress will be measured thru a student questionnaire that has a parent piece and by the antidotes.

8:50

LMS: Stephen Ralston

Mr. Ralston updated the committee on the MCAS Improvement goal. Mr. Ralston said the staff has been preparing students for the new MCAS 2.0 test and for some test areas to be taken on a device. Additionally the Lynnfield Middle School was selected to pilot an electronic version of the science exam in June.

9:01

LHS Bob Cleary

Mr. Cleary updated the committee on the Internship Goal at the high school. The Internship Program launched last year and was presented to the current seniors in January. Mr. Cleary hopes more seniors will participate in the program which allows them to do an internship either outside of LHS in the business community or inside LHS. Seniors will be able to assist a teacher or staff member in the building which gives students multiple options to explore different career paths. The participating students will have a guide and a mentor. Mr. Cleary hopes there is more interest and that the program will continue to grow.

9:11

Superintendent's Report

Mrs. Tremblay informed or updated the committee on the following topics:

- Kindergarten Parent Orientation on May 3rd at 7:00
 - Screening by appointment the first week of June
 - Notice in newspapers
- LHS Seniors Investment in Life Assembly on March 9th
 - Mr. Thoen awarded a \$4000 grant from the state
 - Collaboration between LHS and The Savings Bank
 - Members of the School Committee invited
 - Mr. Thoen will come to a future School Committee meeting to update the committee
- College Acceptances to date
- Verizon Donated seven boxes of school supplies
 - Share among the schools
 - Backpacks given out in August; first come first served

Mr. Hayman MOVED to adjourn the meeting at 9:14; Dr. Cammarata seconded the motion. Mr. Doyle, Mr. Sjoberg, Mr. Hayman and Dr. Cammarata in favor. Mrs. Presser absent.

Respectfully submitted
Diane Borseti
School Committee Secretary