

Minutes - Regular Meeting September 26, 2017

Pursuant to notice September 26, 2017 at the Al Merritt Media & Cultural Center at 6:30 PM

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

Others Present: Mrs. Tremblay, Mrs. Borseti, Mr. Cyr, Mr. Blyden, Mr. Hodgkins, Ms. Mia Ford, Mr. Cleary, one member of the community, one member of the press

6:30

Mr. Doyle opened the meeting

1. Minutes presented for approval: [September 12, 2017](#)

Dr. Cammarata MOVED to approve the Minutes for the regular meeting September 12, 2017.

Mr. Sjoberg seconded the motion. Mr. Doyle, Mrs. Presser, Dr. Cammarata, Mr. Sjoberg in favor; Mr. Hayman absent

6:32

2. Student Council Report - Mia Ford

Mrs. Tremblay introduced Mia Ford the Student Council Representative who will give periodic updates to the School Committee on events and happenings at Lynnfield High School.

Mia updated the committee on the following events:

- Freshmen orientation went great
- New Compass Program:
 - Seniors - more passion based learning offerings such as Super Fan Club, cake decorating and numerology
 - Juniors & Sophomores - Involved with speaker series that enforce school principles and helps build community
 - Freshmen - helps acclimate them to the new atmosphere
- Sports teams fall season off to great start
- Drama - Footloose production rehearsals underway
- Upcoming Club day/Field day

6:35

3. [Extended Field Studies trip Washington/Philadelphia April 6-9, 2018](#)

Mr. Hodgkins reviewed his proposal for the high school chorus extended field studies trip to Washington/Philadelphia April 6-9, 2018.

Mr. Hodgkins's review included:

- Bus trip
- Tentative itinerary
- Estimated cost per student \$800

During discussion with the committee Mr. Hodgkin confirmed:

- Itinerary will be set once trip confirmed
- Possibly two or three musical performances; hope to perform on the stage at Ford's Theater

6:40

4. [Entry Plan - Mr. Curtis Blyden](#) - METCO Director

Mrs. Tremblay introduced Mr. Blyden who will give an overview of his Entry Plan. Mr. Blyden outlined the goals of his Entry Plan which are to:

- Assess the strengths, challenges, and opportunities within our district

- Build meaningful relationships with all stakeholders
- Monitor the academic and emotional growth of all METCO students
- Serve as an effective liaison for parents, teachers and students
- Oversee and strengthen host family support groups for METCO students

Phase I - timeline August - December 2017 - highlights included:

Teaching and Learning

Mr. Blyden will develop technology proficiency through the use of various technology tools including Plusportals, Atlas Rubicon and use of the school bus security cameras.

School Culture

Mr. Blyden will collaborate with METCO Inc and the families to foster academic and social growth and communicate regularly with the METCO families. He will continue school engagement by visiting all the schools frequently, formally and informally and attend faculty meetings. Mr. Blyden is working to strengthen communication between parents and educators around students' academic and behavioral needs.

Community Engagement

Mr. Blyden will attend periodic PTO meetings throughout the year, has attended each school's open house, and will participate in community activities.

Mr. Blyden will continue to work with the Administrative Leadership Team by conducting individual and group meetings with the team. He will continue to observe in the classrooms and participate in faculty meetings as he has been doing everyday as part of getting to know the learning community.

Phase II - timeline January-March 2018

Mr. Blyden will analyze and develop a report to share his findings to create a cohesive understanding and vision for the future. This analysis will be completed collaboratively with ALT.

Phase III - timeline April-September 2018

Mr. Blyden will work collaboratively to strengthen and refine the METCO goals based on his analysis. Aligning the goals with ALT, School Improvement Plans and educator goals will allow for a continued shared vision for the district striving to increase student achievement across the district.

During discussion with the committee Mr. Blyden confirmed:

- One third of each day is spent in the classroom
- Communication to parents occurs informally daily and formally bi weekly
- Strengthening relationships by visiting families and homes over the summer and frequent phone calls
 - Parents indicated program communication was weak
- Attending the PTO meetings to get to know Lynnfield families and strengthen the Lynnfield METCO relationships.
- Developing relationships with all students
 - Getting to know all students; Lynnfield and METCO during classroom visits
 - Compass group presentations

5. Consortium Updates <http://seemcollaborative.org/>

Mrs. Tremblay shared the links for the SEEM and [NEC](#) Collaborative websites with the committee so they can view the sites and offerings. Mrs. Tremblay attended a board meeting for each collaborative. Mrs. Tremblay's update included:

- SEEM - continues to offer great PD opportunities such as: SEI courses, job alike groups, legal workshops

- NEC - acquired Topsfield Vocational Program; additional resource to meet the needs of some students

6. Superintendent's Report

- Middle School open house successful
 - Hidden in Plain Sight room; well attended, eye opener for parents
 - Assistant Principal Tom Sallee did quick internet safety and PlusPortals overview
- LHS Visual Arts teacher: Liz Hayden had a project published and featured this Summer on the website of "The Art of Ed"! Mrs. Hayden was contacted regarding a lesson she wrote while taking a graduate level course requesting permission to publish the lesson.
<https://www.theartofed.com/2017/06/28/finding-voice-aoe-studio-courses/>
- LPS received a \$2,500 grant from State of MA for LHS Personal Finance Fair
- Parent Communication Survey will close on Friday, October 6, 2017. The results will be shared at the October, 24th meeting.
- Safety Update Presentation - October 11, 2017
- Thank you letters
 - Former LHS students/current college students sent notes of thanks to LHS teachers for preparing them for college.

7:13

7. Public Participation - none

7:13

8. Matters for Action

VOTE: Extended Field Studies Band Trip to New Orleans March 8-12, 2018

Mrs. Presser MOVED to approve the Extended Field Studies Band Trip to New Orleans March 8-12, 2018. Dr. Cammarata seconded the motion. Mr. Doyle, Mrs. Presser, Dr. Cammarata, Mr. Sjoberg in favor; Mr. Hayman absent

7:14

Mrs. Presser MOVED to adjourn the meeting at 7:14. Dr. Cammarata seconded the motion. Mr. Doyle, Mrs. Presser, Dr. Cammarata, Mr. Sjoberg in favor; Mr. Hayman absent

Respectfully submitted
Diane Borseti
School Committee Secretary

Documents referenced:
Minutes - September 12, 2017
Extended Field Studies Application Forms
Entry Plan - Curtis Blyden - METCO Director

Community Collaborative Links:

[NEC](#)
[SEEM](#)