

## Minutes - Regular Meeting November 14, 2017

Pursuant to notice November 14, 2017 at the Al Merritt Media and Cultural Center at 6:30 PM

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

Others Present: Mrs. Tremblay, Mrs. Borseti, Mr. Cyr, Ms. & Mrs. Ford, Mr. Cleary, Mr. Moresco, Mrs. Moody, Analeigha Colarusso, the Colarusso family and one member of the press

6:31

Mrs. Presser opened the meeting at 6:31

6:31

1. Minutes presented for approval: October 24, 2017

Dr Cammarata MOVED to approve the Minutes for the regular meeting October 24, 2017. Mr. Sjoberg seconded the motion. Mrs. Presser, Mr. Hayman, Mr. Sjoberg and Dr. Cammarata in favor; Mr. Doyle absent

6:32

2. Student Council Report

Mia Ford reported on the following:

- Drama production of Footloose this weekend; starts Thursday evening
- Spirit Week and upcoming pep rally
- Compass program - guest speakers about Austisim including a Lynnfield High student
- Annual National Honor Society coat drive

6:34

3. Superintendent's Award

Mrs. Tremblay presented the Superintendent's Award to Ms. Analeigha Colarusso. Mrs. Tremblay spoke highly about Analeigha's accomplishments, work experience and achievements including receiving eight academic awards last year. Mrs. Tremblay was most impressed after learning Analeigha founded the Hydrate a Hero organization to collect and send supplies to troops overseas.

6:38

4. LHS Guidance Presentation

Mr. Moresco and Mrs. Moody presented "The College Admissions Landscape 2017" to The Committee. Their presentation included the LHS perspective and the National perspective. The goals for this evening include updating The Committee, the guidance department's plan, what the department is doing to support the plan.

Highlights from the presentation included:

- Comparative College Admission Data for 1997 & 2017 (Five area colleges)
  - 1997; bubble year which experienced an explosion of applications
  - Common application
  - Number of applications, acceptance % and tuition, room & board & dues
    - Boston College added essay component and experienced less applications than last year
- Influences
  - Population Growth
    - Numbers of high school graduates show subtle growth
    - More students seeking college experience
  - Internet
    - Easy access
    - Obtain instant information; easier tracking
    - 90-95% of admissions process done online
    - US students attending abroad
      - English speaking schools, cost/value
  - Common Application; new Coalition Application
    - Process attractive to students; ease of applying
    - Some colleges won't join Common Application; too many applicants
  - US News and World Report/Rankings
    - Students should look at tangible things

- Return rate for sophomore year
- Number of freshmen living in college dorms
- Graduation rate
- Post graduation employment rates
- LHS Response
  - Response to Adversity
    - Raising resilient children
  - Child's Success Plan
    - Taking the most challenging classes they can
  - Individual Testing Strategies
  - Finances Matter
    - Senior exit pole; 65% said money a major role in the school they attend
  - Increased Appointments
    - Increase in Junior appointments
  - Counselor classroom presentations increase
    - Increase Counselor presence
    - Visit classrooms sooner
    - Offer workshop on college essay

During the discussion with The Committee, Mr. Moresco and Mrs. Moody explained the Naviance Program LHS uses including the ability to run a survey for students with built in parameters. They also expanded on the college representative visits to LHS.

In response to The Committee inquiry "What mechanisms and programs are offered for stress reduction?" LHS has seen an increase in yoga attendance; students are encouraged to talk about the process but also take a break, no college talk. Mrs. Moody and Mr. Moresco feel the biggest challenge is for students trying to exist in a world with changing rules and variables. The department will continue to figure a way thru the rules and complex college process to better assist students.

8:00

#### 5. SAT/AP/ACT Results

Mr. Cleary & Mr. Moresco presented the 2016-2017 SAT/AP/ACT Results which included a four year comparison. Mr. Cleary said 2017 was the first year for the redesigned SAT and they were excited the Lynnfield scores were up but keep in mind this is typical in the first year of a redesign.

Mr. Cleary's SAT review included:

- SAT Evidenced-Based Reading & Writing Mean Scores
  - Increased scores; sizeable jump
    - Difference in the way information was reported out; combined reading and writing
- SAT Math Mean Scores
  - Improved
- Critical Reading Mean Score Five-Year TrendSolid Scoring
  - Solid Scoring
- Mathematics Mean Score Five-Year Trend
  - Good
- 2017 SAT Evidenced-Based Reading and Writing Mean Scores By Town
  - Right in the middle with comparison communities; where we have been
- 2017 SAT Math Mean Scores by Town
  - Lower range of comparison communities
    - Looking at intergrated approach to grade 9 curriculum
    - UbD and CLE work
    - Integrate SAT topics into class opposed to separate SAT program/prep class
    - Encourage out of school SAT prep class
      - low interest in taking the class during the school day
- LHS Score Distribution SAT I Class of 2014-2017
  - 200-290 range improved
    - Middle to lower performing students taking advantage of offerings

- Strategies and review

In response to The Committee question “Why is it important to report class size?” Mr. Cleary responded it is important because the larger the sample size the less outlier numbers affect the mean score; smaller class size can bring down the mean score.

In regard to the inquiry “What percentage of students take an outside prep class?” Mr. Moresco responded a strong number of students do take SAT prep outside of school but not all willingly. Mr. Cleary said there are online opportunities which may be more convenient for students. Mr. Moresco said most SAT private tutoring is to teach more SAT test taking tips.

Mr. Moresco explained when students take the PSAT they have the ability to open their College Board account and access the improvement guide based on their PSAT scores. The students are provided daily academic assistance based on their weakness when they took the test.

Mr. Cleary’s AP Summary included overall performances for the past five years. AP performance is more about what high school knowledge is; subject specific.

- AP Summary
  - Overall participants have increased; almost doubled from five years ago
    - Guidance Department guiding students to most challenging courses for them
      - Encouraged students to try; reach/challenge themselves
- 2017 AP Grades
  - AP scholars up - 65 for 2017
  - Two students qualified as National Scholars
    - Scholar: Averages a 3 or higher on 3 or more AP exams - 31 students
    - Scholar with honor: Average a 3.25 on all exams and 3 or higher on 4 or more AP exams - 14 students
    - Scholar with distinction: Average 3.5 or higher on all and 3 or higher on 5 exams - 18 students
    - National Scholars: Average 4 or better on all exams and score 4 or higher on 8 or more exams - 2 students

Mr. Cleary said LHS offers a lot of AP opportunities and looking to add more. Some students take AP courses on their own. The Committee noted a drop in participation in Calculus/Statistics; math based AP exams. Mr. Cleary said this may be a matter of a student taking the course just to take another AP course and have it on their transcript. Mr. Moresco said students take AP courses based on the schools they will be applying to.

Mr. Cleary’s ACT summary included LHS ACT numbers have increased consistently. Mr. Cleary informed The Committee the ACT is still a supplemental test, not a replacement test and LHS average scores are close to the state average scores. The national trend is fewer students took the ACT last year.

8:44

6. Policy Sub Committee Report

Mrs. Presser presented the changes and revisions the Policy Sub Committee is suggesting to bring the Lynnfield School Committee Policy Manual up to date and in line with the MASC Policies. The Policy Sub Committee is comprised of Mrs. Presser, Mr. Sjoberg and Mrs. Tremblay.

The Committee worked on Section I and recommend the following changes:

IA - Instructional Goals

- *Remove*

IHA - BASIC INSTRUCTIONAL PROGRAM

- *Adopt MASC version*

IHA-E - BASIC INSTRUCTIONAL PROGRAM

- *Remove*

IHAM- HEALTH EDUCATION

- *Adopt MASC policy*

IHAM-1 - PARENTAL NOTIFICATION

- *Remove*

## IHAMA - PARENTAL NOTIFICATION IN RELATION TO SEX EDUCATION

- *Adopt MASC version*
  - Superintendent will notify principals yearly

## IHB- Special Instructional Programs and Accommodations:

- *ADD* paragraph
  - The goals of this school system's special education program are to allow each child to grow and achieve at his own level, to gain independence and self-reliance, and to return to the mainstream of school society as soon as possible.

## IHBA OBSERVATION OF SPECIAL EDUCATION PROGRAMS

### IHBAA-E-1 - REQUEST FOR PARENT/GUARDIAN OBSERVATION

- *Remove Form*

### IHBAA-E-2 - STUDENT OBSERVATION CONFIDENTIALITY AGREEMENT

- *Remove Form*

## IHBE - ENGLISH LANGUAGE ACQUISITION

- *Remove*

## IHBEA - ENGLISH LANGUAGE LEARNERS

- *Adopt MASC policy*
- *Add pre-K*

## IHBF - HOMEBOUND INSTRUCTION

- *Adopt MASC policy - New Policy*
- *Title change; Director of Student Services*

## IHBG - HOME SCHOOLING

- *Adopt MASC with the following change:*
- *Remove*
  - A student, with the approval of the School Committee, may be awarded a high school diploma if he/she or she has satisfied the Dept. of Elementary and Secondary Education's competency requirements and has met the District's educational standards for graduation.
- *Add*
  - Students who are homeschooled are not issued a Lynnfield Public School diploma.

### IHBG-E-1 - HOME EDUCATION PLAN PROPOSAL

- *Remove Form*

### IHBG-E-2 - HOME EDUCATION PROGRAM - TEXTBOOKS AND MATERIALS

- *Remove Form*

## IHD - COMMUNITY EDUCATION

- *Remove*

## IKA - PASS-FAIL

- *Remove*

## IKEA - MIDDLE SCHOOL SUMMER SCHOOL PROMOTION POLICY

- *Remove*

## IMBB - RELIGIOUS HOLIDAYS - INSTRUCTIONAL REQUIREMENTS

- *Remove*

### IMBB-E - RELIGIOUS HOLIDAYS - INSTRUCTIONAL REQUIREMENTS

- *Remove*

During discussion Mrs. Presser explained the Policy Manual should be K-12 and individual policies should reside in the appropriate handbook. A suggestion was made that The Committee look beyond instructional requirements to the extracurricular when looking at religious holidays on a broader scope.

8:58

## 7. Results of Communication Survey

Mrs. Tremblay presented the results from the first of two Communication Surveys that will be sent to parents during the 2017-2018 school year. The survey came directly out of the Superintendent's Communication Goal. The survey was administered in the fall and another will be sent out in May. The results from the 384 people that responded to the survey were:

- Meeting Communication Needs
  - 79% of the respondents felt Mrs. Tremblay met their communication needs
  - Mrs. Tremblay said the data was collected at the beginning of her new initiative to communicate more frequently
- Communication Preferences
  - 58% responded they would like monthly communication; 35% prefer weekly
  - this section also had a comments section where people said they want more communication but not too much
- Information from the Superintendent
  - District Wide Information
    - District Strategy
    - School Improvement
  - School specific
    - Days off, early release
- Information Preferences
  - Via email and second choice was via the backpack
- Moving Forward
  - Monthly updates on District wide events including individual schools
  - Additional correspondence for emergency situations sent immediately as needed
  - Follow up survey in May and report results to The Committee end May/beginning June

The Committee recommended an additional section be added to the survey in the spring asking if they responded to the fall survey.

9:07

#### 6. Superintendent's Report

Mrs. Tremblay updated The Committee on the following:

- MassCUE  
Massachusetts Computer User Educators Conference that took place at Gillette Stadium in October. Lynnfield was well represented with a group comprised of high school students and staff members who presented at the conference. The presentations made by Ms. Perkins, Ms. Caram and Ms. Wright were standing room only and stayed full until the time was up. Mrs. Tremblay shared an email from Ms. Perkins thanking everyone for the opportunity to attend the conference.
- MASC/MASS Conference  
Mrs. Tremblay attended the 2017-2018 MASC/MASS Conference. Mrs. Tremblay said several of the breakout sessions were extraordinary. The School Law session she attended spoke about the recent changes in the Open Meeting Laws.
- Senior Citizens visited LHS Makerspace and were impressed with how articulate, knowledgeable and patient the students were.
- Conferences at the elementary & middle school are in progress.

9:18

#### 7. Public Participation none

9:18

#### 8. Matters for Action

Mr. Sjoberg MOVED to adjourn the meeting at 9:18. Dr. Cammarata seconded the motion. Mrs. Presser, Mr. Hayman, Mr. Sjoberg & Dr. Cammarata in favor; Mr. Doyle absent

Respectfully submitted  
Diane Borseti

School Committee Secretary

Documents referenced:

Minutes - October 24, 2017

Guidance Presentation

SAT-AP Results

Communication Survey results

Schools Committee Policy Manual - Policies: IA, IHA, IHA-E, IHAM, IHAM-1, IHAMA, IHB, IHBA, IHBAE-E-1, IHBAE-E-2, IHBE, IHBEA, IHBF, IHBG, IHBG-E-1, IHBG-E-2, IHD, IKA, IKEA, IMBB, IMBB-E