

LYNNFIELD SCHOOL COMMITTEE

Minutes - Regular Meeting September 6, 2016.

Pursuant to notice September 6, 2016 at the High School Media Center at 6:30 PM

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

Others Present: Mrs. Tremblay, Mrs. Borseti, Mr. Ruocco, Mrs. Arria, Mr. Cleary, Mr. Bates, Mr. Ralston, Mr. Sallee, Mr. Cyr, three members of the press.

1. Minutes presented for approval:

Mrs. Presser MOVED to approve the regular meeting minutes of June 14, 2016 and Workshop Retreat minutes of June 27, 2016 minutes for approval. Mr. Cammarata second motion.

VOTED: Unanimously in favor

2. Operating Protocols: Mr. Doyle passed the operating protocols sheet for all members and Superintendent to sign.

3. Superintendent Goals:

Mrs. Tremblay shared her four goals that support the district strategy.

Goal 1: The Professional Practice in Goal will piggyback on goal from last year where ALT began to focus on creating a shared vision for classroom observations as they pertain to the evaluation process.

Goal 2: The Student Improvement Goal will be to work with Department Heads and Curriculum Leaders for a shared vision of excellence in teaching and student achievement. This goal speaks to building consistency across the district as we are giving teachers high quality feedback on the practices we see in the classroom.

Goal 3: The District Improvement Goal directly supports each of the school improvement plans presented in May and is a multi year goal. The goal addresses the implementation of Understanding By Design using the Atlas resource.

Goal 4: The District Improvement Goal enables parents/guardians to better support their child's education. This can be measured by an increase in attendance in school sponsored events.

Mrs. Tremblay's goals are outlined with action items, timelines and what the evidence will look like.

4. New Website and Mobile App

Mr. Ruocco presented the new Website and Mobile App which is available through Apple Store and Google Play. The upgrade to the Rediker Student Data System will make communication more effective and efficient. The new website is hosted by Rediker and has a smart device application and a built in language translator. The new website is user friendly with easier site navigation for families with children in multiple schools. The site will be more robust as the year progresses. Rediker has phone and email notification system. Mr. Ruocco will update the committee before the end of the year.

5. Entry Plans

Mr. Kevin Cyr, Director of Teaching & Learning

Mr. Cyr outlined the Goals of his Entry Plan which included assessing the strengths, challenges and opportunities within our district. Mr. Cyr discussed the phases which included timelines and his plan to increase his visibility at the schools with staff and at school events with parents/guardians. Mr. Cyr will have support from outside professional networking with Curriculum Directors and Assistant Superintendents and inside the district with Curriculum Coordinators, Mrs. Tremblay and the Administrative Leadership Team. Mrs. Tremblay stated there is no formal outside mentor as this position is different; not specifically a Curriculum Director or Assistant Superintendent but a little bit of everything.

Mr. Brian Bates, Assistant Principal Lynnfield High School

Mr. Thomas Sallee, Assistant Principal Lynnfield Middle School

Mr. Bates and Mr. Sallee spoke jointly about their entry plans at Ms. Tremblay's request to avoid redundancy, as sections of their entry plans mirror each other.

Mr. Sallee reported he had a great transition through the summer.

Throughout the entry plan process he will build on his knowledge as he continues to get to know the staff and builds relationships. Mr. Sallee shared some insight into who he is and his belief that kids want to, and like to learn although they don't always want to show that. He will establish relationships with students and faculty that will set positive moments so they become the citizens in the community that we want them to be.

Mr. Sallee's goals are to build the relationships and trust that is required to do the job; understand the history and how the middle school works; build a shared vision with the staff of the school's strengths and challenges and understand where the middle school fits in the town and district.

Mr. Bates stated he worked in a system that has a different demographic than Lynnfield but believes the needs of all students and teachers are very similar which begins with a positive growth mindset. Mr. Bates believes students and staff should be challenged in the classroom and engaged in school as well. As an instructional leader he will foster those needs for faculty and students to push them beyond their comfort zones. He recognized his main job is discipline of students. His belief is when students get in "trouble" there is usually something deeper going on and he will work to meet social, emotional needs by building relationships and trust.

His goals stem from relationships, building trust with staff and community and ensuring a safe and secure environment. His entry plan so far has allowed him to better understand the district in a short time.

Superintendent's report

- Opening of school - The first 1 ½ days of Professional Development for teachers included welcoming and a review of security protocols. Mrs. Tremblay and Mr. Cyr attended the Elementary and Preschool Open Houses.

Mrs. Tremblay reported the need to fill the crossing guard position at Summer Street School. Patrick Curran the School Resource Officer has taken on the responsibility for the interim.

- Mrs. Judkins received the Pathfinder Award from MassCue. Mrs. Tremblay reported that this is an honor for her as a leader across the Commonwealth.
- Lynnfield is hosting it's first ever EdCamp North Shore - Teacher Adam Stahl who the initiated efforted has worked with Mrs. Judkins and Ms. Perkins on the initiative. This is an opportunity for our teachers to have high quality professional development at no cost.
- Security Protocols: Al Scotina, Patrick Curran and Steve Ralston comprise the Security Task Force that was established by Chief Breen and Mrs. Tremblay over the summer. They recommended ALICE Training and gave teachers an overview at the half Professional Development Day.
- Administrative Team (ALT) worked on SMART goals over summer as well as the District Strategy and plans for the upcoming year.
- Mrs. Tremblay and Mr. Cyr will present the District Strategy for 2016-2017 and changes to Professional Development for the year at the September 20, 2016 School Committee Meeting.

Matters for action:

Vote to Appoint Mrs. Tremblay to both SEEM and Northshore Education Consortium Boards

Mr. Hayman MOVED to appoint Mrs. Tremblay to SEEM & Northshore Education Consortium Boards for the 2016-2017 school year. Ms. Presser seconded the motion.

VOTED: Unanimously in favor

Vote to appoint Delegate for the MASC Conference (November 2016)

Mrs. Presser MOVED to approve Mr. Sjoberg as the Lynnfield School Committee Delegate for the MASC Conference in November 2016. Mr. Cammarata seconded the motion.

VOTED: Unanimously in favor

The vote for Superintendent's Goals removed.

Mr. Hayman moved to wait for the District Strategy updates before voting on Superintendent Goals. The Committee agreed.

Mr. Hayman MOVED to adjourn the meeting at 8:37 PM. Mrs. Presser seconded the motion.

Respectfully Submitted,
Mrs. Diane Borseti
School Committee Secretary

Superintendent Goals
New Website and Mobil App Presentation
Entry Plans