

CLERK OF THE SCHOOL COMMITTEE
WORCESTER PUBLIC SCHOOLS
20 IRVING STREET
WORCESTER, MASSACHUSETTS 01609

AGENDA #18

The School Committee will hold a regular meeting:

on: Thursday, June 2, 2016
at: 4:00 p.m. – Budget Hearing
6:00 p.m. - Executive Session
7:00 p.m. – Regular Session
in: Esther Howland South Chamber, City Hall

ORDER OF BUSINESS

ACTION

I. CALL TO ORDER

INVOCATION – Reverend Susan Nachtigal
Trinity Lutheran Church

PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM

II. ROLL CALL

III. APPROVAL OF RECORDS

aor #6-15 - Clerk
(May 25, 2016)

To consider approval of the Minutes of the School Committee Meeting of Thursday, May 19, 2016.

IV. MOTION FOR RECONSIDERATION - NONE

The Worcester Public Schools is an Equal Opportunity/Affirmative Action Employer/Educational Institution and does not discriminate regardless of race, color, gender, age, religion, national origin, gender identity, marital status, sexual orientation, disability or homelessness. The Worcester Public Schools provides equal access to employment and the full range of general, occupational and vocational education programs. For more information relating to Equal Opportunity/Affirmative Action contact the Chief Human Resources Officer, 20 Irving Street, Worcester, MA 01609, 508-799-3020.

V. IMMEDIATE ACTION

ACTION

gb #6-148.1 - Administration/Mr. Monfredo/Mr. Foley/
Mr. O'Connell/Ms. Colorio/Miss Biancheria/
Miss McCullough/Mayor Petty
(May 23, 2016)

To recognize South High Community School's music teacher Angela Poirier and the students in the "South Harmonies" group for placing first in the first "WEC'appella" high school competition sponsored by the Worcester Educational Collaborative.

gb #6-181.1 - Administration/Mr. Monfredo/Ms. Colorio/
Mr. Foley/Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 23, 2016)

To recognize Mary-Margaret Mara a pre-school teacher at Chandler Magnet School for having been selected as a finalist in the Massachusetts Teacher of the Year award.

gb #6-182.1 - Administration/Mr. Monfredo/Ms. Colorio/
Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 23, 2016)

To recognize Elizabeth Bria for managing the Worcester Telegram's Happy Time Page Section, and for encouraging students to write or draw designs for this section of the paper which has been in existence for 65 years.

gb #6-183.1 - Administration/Mr. Monfredo/Ms. Colorio/
Mr. Foley/Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 23, 2016)

To recognize Dr. Richard Howarth, a teacher at North High School, for his creation of a TEDxNorthHighSchool Program which was presented on May 7, 2016 and forward congratulatory letters to the participants.

IMMEDIATE ACTION (continued)

ACTION

gb #6-196 - Administration
(May 23, 2016)

To consider input from the School Committee's student representatives.

VI. REPORT OF THE SUPERINTENDENT - NONE

VII. COMMUNICATION AND PETITION - NONE

VIII. REPORTS OF THE STANDING COMMITTEES

The Standing Committee on Finance and Operations Achievement met at 4:10 p.m. on Monday, May 9, 2016 in Room 410 at the Dr. John E. Durkin Administration Building.

The Standing Committee on Governance and Employee Issues met at 12:00 p.m. on Wednesday, June 1, 2016 in Room 410 at the Dr. John E. Durkin Administration Building.

IX. PERSONNEL

ACTION

6-24 The Superintendent has APPROVED the APPOINTMENT of the person named below:

Milaszewski, Robin, School Psychologist, Systemwide, CAGS/2M, Step 8, \$77,399, effective May 23, 2016

6-25 The Superintendent has APPROVED the LEAVE OF ABSENCE of the person named below:

Nugent, Roger, Teacher, Elementary, Gates Lane School, effective for the 2016-17 school year

6-26 The Superintendent has APPOINTED the persons named below to the position of Cafeteria Helper, permanent/intermittent at a salary of \$12.94 per hour, from Civil Service List #316-013, effective as shown:

Brown, Linda	4/28/16
McCann, Barbara	5/02/16
Daley, Barbara	5/02/16
Mends-Cole, Evangeline	5/02/16
Ianotta, Richard	5/03/16
Maldonado, Xenia,	5/16/16
Markarian, Mark	5/16/16

X. GENERAL BUSINESS

ACTION

gb #6-153.1 - Administration/Administration
(May 23, 2016)

To consider the proposed FY17 Budget.

gb #6-197 - Mr. Monfredo
(May 16, 2016)

Request that the Administration provide a report on the feasibility of giving Worcester residents preference, all things being equal, when hiring personnel, if legal and appropriate.

gb #6-198 - Mr. Foley
(May 18, 2016)

To set a date to recognize the University Park Campus School for the recent story in Edutopia under "Schools That Work" that highlights their team approach by the faculty, the support for the students, and the track record of academic success.

gb #6-199 - Mr. O'Connell
(May 18, 2016)

To address with Durham School Services the continued – and unauthorized –use by its buses of Granby Road as a short-cut between Belmont Street and Shrewsbury Street, and to obtain a workable, and enforceable, commitment from Durham to terminate this practice.

gb #6-200 - Administration
(May 18, 2016)

Request that the School Committee authorize the Superintendent to act as its representative to execute all contracts and other legally binding documents in the name and on behalf of the School Committee.

GENERAL BUSINESS (continued)

ACTION

gb #6-201 - Mr. O'Connell
(May 18, 2016)

To recognize the following students who have been selected and honored by the Worcester Telegram and Gazette as its 2016 "Student Achievers:"

Laurana Nyman – Burncoat High School
Jacqueline Alvarez – Claremont Academy
Aubrey Leary – Doherty Memorial High School
Rachel Dao – North High School
Kenneth Adusei – South High Community School
Sibgha Javaid – University Park Campus School
Abeeku Bondzie – Worcester Technical High School

gb #6-202 - Mr. O'Connell
(May 23, 2016)

To ask that the Roman Catholic Diocese of Worcester take whatever actions are necessary to safeguard the baseball field of the Joe DiMaggio Little League, and its surrounding property, for the use and enjoyment of the young people of the Shrewsbury Street – East Central Street neighborhood.

gb #6-203 - Mr. O'Connell
(May 23, 2016)

To install welcoming messages at the main entrances of each of the Worcester Public Schools.

gb #6-204 - Administration
(May 23, 2016)

To accept a donation from Greater New York Mutual Insurance Company in the amount of \$500.00 for Clark Street School.

GENERAL BUSINESS (continued)ACTION

gb #6-205 - Mr. O'Connell
(May 23, 2016)

To congratulate both the members of the Boys' Track Team and the Girls' Track Team of Worcester Technical High School and North High School on winning the 2016 Massachusetts Vocational Small School Championships:

Long Jump and Triple Jump
Adja Sackor

2 Mile
Herlin Rijo

100 Meter and Shot Put
(new school record)
Stevanna Bowhile

100 Meter (new record)
George Biney

Girls 4 x 100 relay team
(new record)
Leilani Torres
Doreen Baubeng
Bernice Mensah
Adja Sackor

200 Meter
Edward Boamah

Girls 4 x 400 relay team
Faustina Owusu
Denise Hoxha
Tete Brenda Thomas
Essence Martinez

4 x 100 relay team
(new record)
Francis Konneh
Edward Boamah
Levone Thomas
George Biney

gb #6-206 - Administration
(May 24, 2016)

Request that the Superintendent be granted the annual authorization to make the final year end transfers necessary to balance surplus and deficit accounts for the fiscal year closing on June 30, 2016.

GENERAL BUSINESS (continued)

ACTION

gb #6-207 - Mr. O'Connell
(May 24, 2016)

To set a date to recognize the SHINE Initiative, with gratitude and appreciation, for its donation of \$7,900 to the Worcester Public Schools, to train WPS staff in Youth Mental Health First Aid, "a program that helps adults to better understand adolescent mental illness and respond to emotional and mental distress in young people."

gb #6-208 - Mr. O'Connell
(May 24, 2016)

To set a date to recognize Stacy Lord, a Worcester East Middle School Art Teacher, upon her selection for the Distinguished Visual Arts Educator Advocate Award by Arts/Learning.

gb #6-209 - Ms. Colorio
(May 25, 2016)

Request that the Administration provide to the School Committee the 2014-15 teacher surveys.

gb #6-210 - Mr. O'Connell
(May 25, 2016)

To forward a letter of congratulations to Edward Capstick, Assistant Principal of Doherty Memorial High School, on his selection as a member of the Hall of Fame of the Boys and Girls Club of Worcester.

gb #6-211 - Administration
(May 25, 2016)

To accept a donation in the amount of \$8,000 from The Josh Thibodeau Helping Hearts Foundation for the purchase of AED supplies and equipment.

GENERAL BUSINESS (continued)

ACTION

gb #6-212 - Mr. O'Connell
(May 25, 2016)

To consider amending the 2017 summer reading list by adding to it certain works of literature which appeared on previous summer reading lists, and which are widely recognized as classics and as key elements of a well-rounded elementary or secondary school educational experience.

gb #6-213 - Administration
(May 25, 2016)

Finding that an open meeting may have a detrimental effect on the bargaining position of the School Committee, the committee votes to go into Executive Session for the purpose of discussing Grievance #15/16-31.

X. ADJOURNMENT

Helen A. Friel, Ed.D.
Clerk of the School Committee

IN SCHOOL COMMITTEE
Worcester, Massachusetts
Thursday, May 19, 2016
Agenda #17

The School Committee of the Worcester Public Schools met in Open Session at 6:12 p.m. in the Council Chamber at City Hall on Thursday, May 19, 2016.

There were present at the Call to Order:

Miss Biancheria, Mr. Foley, Miss McCullough,
Mr. Monfredo, Mr. O'Connell and Mayor Petty

There was absent: Ms. Colorio

It was moved to recess to Executive Session:

Executive
Session

- 1. gb #6-195 - Administration
(May 11, 2016)

To discuss strategy with respect to collective bargaining for all Collective Bargaining Agreements, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

To discuss strategy in preparation for contract negotiations with nonunion personnel and to conduct negotiations with nonunion personnel – Superintendent-Elect.

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	6
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Against the motion:		0
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Absent: Ms. Colorio		$\frac{1}{7}$
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The motion carried.

The School Committee recessed to Executive Session from 6:13 p.m. to 7:00 p.m.

Ms. Colorio arrived at 6:30 p.m.

The School Committee reconvened in Open Session at 7:05 p.m.

There were present at the second Call to Order:

Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell and Mayor Petty

The invocation was offered by Reverend Clyde Talley of Belmont AME Zion Church.

The Pledge of Allegiance was offered and the National Anthem was played.

- 2. Pursuant to action taken in Executive Session, it was moved to approve the Contract for Employment between the City of Worcester, acting by and through its School Committee, and Maureen F. Binienda, effective May 24, 2016.

Contract/Superintendent of Schools/Mrs. Binienda

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	7
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Against the motion:		$\frac{0}{7}$
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The motion carried.

It was moved to suspend rules to reconsider the motion.

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	7
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Against the motion:		$\frac{0}{7}$
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The motion carried.

It was moved to reconsider the motion to approve the Contract for Employment between the City of Worcester, acting by and through its School Committee, and Maureen F. Binienda, effective May 24, 2016.

On a roll call, the vote was as follows:

For the motion:	0
Against the motion: Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	$\frac{7}{7}$

The motion was defeated.

Central
Massachusetts
Special Education
Collaborative/
appoint Mrs.
Binienda

- 3. It was moved to suspend rules to appoint Mrs. Binienda to the Board of the Central Massachusetts Special Education Collaborative to represent the Worcester Public Schools.

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	7
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Against the motion:	$\frac{0}{7}$
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The motion carried.

It was moved to appoint Mrs. Binienda to the Board of the Central Massachusetts Special Education Collaborative to represent the Worcester Public Schools.

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	7
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Against the motion:	$\frac{0}{7}$
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The motion carried.

It was moved to suspend rules to reconsider the motion:

On a roll call, the vote was as follows:

For the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	7
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Against the motion:		$\frac{0}{7}$
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The motion carried.

It was moved to reconsider the motion to appoint Mrs. Binienda to the Board of the Central Massachusetts Special Education Collaborative to represent the Worcester Public Schools.

For the motion:		0
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Against the motion:	Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell, Mayor Petty	$\frac{7}{7}$
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The motion was defeated.

APPROVAL OF RECORDS

- 4. aor #6-13 - Clerk Minutes/approval of
(May 6, 2016)

To consider approval of the Minutes of the School Committee Meeting of Thursday, April 28, 2016.

It was moved and voice voted to approve the Minutes of the School Committee Meeting of Thursday, April 28, 2016.

- 5. aor #6-14 - Clerk Minutes/approval of
(May 11, 2016)

To consider approval of the Minutes of the School Committee Meeting of Thursday, May 5, 2016.

It was moved and voice voted to approve the Minutes of the School Committee Meeting of Thursday, May 5, 2016.

IMMEDIATE ACTION

Recognition/Stop
and Shop Family
Foundation and
Worcester County
Food Bank

6. gb #6-155.1 - Administration/Mr. O'Connell/
Mr. Foley/Mr. Monfredo/
Miss Biancheria/
Miss McCullough/Mayor Petty
(May 5, 2016)

To recognize, with gratitude and appreciation, the donation of a "hybrid food truck" to the Worcester Public Schools, by the Stop and Shop Family Foundation and the Worcester County Food Bank.

It was moved and voice voted to hold the item.

Recognition/
Sebastian
Kopacz

7. gb #6-165.1 - Administration/Mr. O'Connell/
Mr. Foley/Ms. Colorio/
Mr. Monfredo/Miss Biancheria/
Miss McCullough/Mayor Petty
(May 5, 2016)

To recognize Sebastian Kopacz, a 12th grade student in the Worcester Technical High School electrical program, on his selection by The Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Vocational Association (MVA) as one of 52 Massachusetts students honored at the 30th Annual Outstanding Vocational Technical Student Award Banquet at Mechanics Hall.

Mayor Petty and Dr. Rodrigues presented a Certificate of Recognition to Sebastian Kopacz.

Recognition/
Working for
Worcester

8. gb #6-170.1 - Administration/Mr. O'Connell/
Mr. Foley/Miss Biancheria/
Mr. Monfredo/Ms. Colorio/
Mayor Petty
(May 6, 2016)

To recognize, with gratitude and appreciation, the organizers and volunteers of the Working for Worcester initiative, which enlisted the assistance of 1,100 volunteers in projects which benefited the Worcester Public Schools, the young people of Worcester, and the citizens of Worcester generally.

Mayor Petty and Dr. Rodrigues presented a Certificates of Recognition to the organizers and volunteers of the Working for Worcester initiative.

9. gb #6-176.1 - Administration/Mr. Monfredo/
Mr. Foley/Miss Biancheria/
Ms. Colorio/Mayor Petty
(May 6, 2016)

Recognition/donors that contributed funds for the CPR/AED Program

To recognize the following donors who graciously contributed funds for the CPR (compression training)/AED program to begin in September in all secondary schools:

- Worcester District Medical Society
- The Hanover Insurance Group
- Greater Worcester Foundation
- Worcester Educational Development Foundation
- CVS Health
- Worcester County Sheriff's Association
- UMASS Medical School
- Spectrum Health Services
- Ryan P. Quinn Memorial Golf Tournament
- Ann Day and Donna Enberg
- Richard and Kathleen Perry
- Elinor Lamberton

Mayor Petty and Dr. Rodrigues presented a Certificates of Recognition to donors who graciously contributed funds for the CPR (compression training)/AED program.

10. gb #6-179 - Administration
(May 11, 2016)

Student Representatives/
consider input

To consider input from the School Committee's student representatives.

It was moved and voice voted to file the item.

REPORT OF THE STANDING COMMITTEE

11. The Standing Committee on Accountability and Student Achievement met at 5:30 p.m. on Tuesday, May 17, 2016 in Room 410 at the Dr. John E. Durkin Administration Building.

School
Accountability
Plans

gb #2-325 - Ms. Novick/Miss Biancheria (November 29, 2012)

To review school accountability plans.

5-17-16 - STANDING COMMITTEE ACTION

Mr. King made a presentation regarding the Wake-Up Math Program which is one developed by the faculty at Forest Grove Middle School. Each day, during the morning homeroom period, students work on a math problem. The student responses are then collected and submitted to the cluster math teachers who review the problem with students. Math teachers at Forest Grove acknowledge students on a weekly basis, based on their correct responses. The school year starts with review material and the problems get more challenging as the year progresses.

Miss Biancheria made the following motion:

Request that the Administration circulate a description of the Wake-Up Math Program to other schools for possible implementation.

On a voice vote, the motion was approved.

When Mr. King was asked by a Standing Committee member about needs in the math department, he mentioned textbooks and materials for inclusion and at-risk students.

It was moved and voice voted to discuss the School Accountability Plans for University Park Campus School and Worcester Technical High School at the next meeting of the Standing Committee on Accountability and Student Achievement.

5-19-16 - SCHOOL COMMITTEE ACTION

The School Committee approved the action of the Standing Committee as stated.

gb #5-84 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss Biancheria (March 11, 2015)

To review the Massachusetts Department of Elementary and Secondary Education report entitled, "Elm Park Community School Level 4/School Redesign Grant (SRG) Monitoring Site Visit" which took place December 4-5, 2014 and to consider the "Strengths" and "Areas for Improvement" detailed in it.

Elm Park Community
School Level 4/School
Redesign Grant (SRG)
Monitoring Site
Visit/review
report

5-17-16 - STANDING COMMITTEE ACTION

Ms. Santa, Principal, Elm Park Community School, made an excellent presentation regarding the Massachusetts Department of Elementary and Secondary Education report entitled, "Elm Park Community School Level 4/School Redesign Grant (SRG) Monitoring Site Visit" which took place December 4-5, 2014.

Mr. O'Connell made the following motion:

Request that the Administration provide, in a Friday Letter, the updated follow-up report from the state in order to publicize the quality of the program.

On a voice vote, the motion was approved.

FILE.

5-19-16 - SCHOOL COMMITTEE ACTION

The School Committee approved the action of the Standing Committee as stated.

gb #5-184 - Administration (July 8, 2015)

To consider participation in the USDA Community Eligibility Program which provides free meals to all students within the Worcester Public Schools.

USDA Community
Eligibility Program

5-17-16 - STANDING COMMITTEE ACTION

Miss Biancheria made the following motion:

Request that the Administration provide a report as to whether the change to the USDA Community Eligibility Program has had an impact on the Worcester Public Schools eligibility for grant funding.

On a voice vote, the motion was approved.

FILE.

5-19-16 - SCHOOL COMMITTEE ACTION

The School Committee approved the action of the Standing Committee as stated.

MCAS and
PARCC/
review scores

gb #5-243 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss Biancheria (September 10, 2015)

To review the scores achieved by Worcester students in the 2015 administration of the Massachusetts Comprehensive Assessment System (MCAS) and Partnership for Assessment of Readiness for College and Careers (PARCC) examinations, at all levels.

5-17-16 - STANDING COMMITTEE ACTION

Miss Biancheria made the following motion:

Request that the Administration determine whether the results of MCAS or PARCC should continue to be a criteria for use to select students for the Goddard Scholars Program, since they are separate and distinct tests.

On a voice vote, the motion was approved.

Ms. Colorio made the following motion:

Request that the Administration provide evidence that supports the following two statements as contained in the backup in Annex A, page 3, first bullet:

"In contrast to the MCAS (aligned to the "old" Massachusetts Frameworks), the PARCC is aligned with the Common Core State Standards. Because of this, the assessment is more rigorous than MCAS."

On a voice vote, the motion was approved.

Ms. Colorio stated that when the Massachusetts standards were first implemented, they were considered to be the best in the country and that was due to the fact that the English curriculum included good literature and very strong content. To date, there is no evidence that supports the statement that the PARCC assessment or Common Core is more rigorous than the MCAS.

Ms. Colorio made the following motion:

Request that the Administration conduct a survey or add to an existing one an item to determine whether data about MCAS or PARCC is useful to teachers.

On a voice vote, the motion was approved.

5-19-16 - SCHOOL COMMITTEE ACTION

The School Committee approved the action of the Standing Committee as stated.

PERSONNEL

12. It was moved and voice voted to file Personnel Items 6-20 – 6-23.
- 6-20 The Superintendent APPROVED the RETIREMENT of the person named below: Retirement
- Pryor, Barbara, Teacher, Library Media, South High Community School, effective April 30, 2016
- 6-21 The Superintendent has APPROVED the APPOINTMENT of the person named below: Appointment/
Special Education
Teacher
- Carabba, Angela, Teacher, Special Education, WEMS, BA+15, Step 4, \$55,836, effective April 29, 2016
- 6-22 The Superintendent has provisionally APPOINTED the persons named below to the position of Junior Custodian, permanent/fulltime at a salary of \$15.28 (minimum) to \$19.17 (maximum), per hour, effective as shown: Appointment/Junior
Custodians
- Dufault, Todd 4/25/16
Holloway, Shane 4/25/16

Appointment/Aide
to the Physically
Handicapped

6-23 The Superintendent has APPOINTED the person
named below to the position of Aide to the Physically
Handicapped, permanent/fulltime at a salary of
\$16.06 (minimum) to \$19.78 (maximum) per hour,
from Civil Service List #315-078, effective as follows:

Cruz, Herminia 4/25/16

GENERAL BUSINESS

Policies Handbook/
Wellness Policy/
amendment

13. gb #6-180 - Mr. Monfredo/Ms. Colorio/
Miss Biancheria/Miss McCullough
(May 2, 2016)

Request that the School Committee consider
approval of the following language to be included
into the Wellness Policy for the 2016-17 Policies
Handbook:

All students in grades 7 – 12 will receive instruction
in physical education classes in hands-only
cardiopulmonary resuscitation (CPR) and on the use
of the external automated defibrillator (AED).

Mayor Petty left the meeting at 7:40 p.m. to 8:00 p.m.

Vice-Chairman O'Connell chaired the meeting from 7:40
p.m. to 8:00 p.m.

Miss Biancheria left the meeting from 7:40 p.m. to 7:45
p.m.

It was moved to approve the item.

On a roll call, the vote was as follows:

For the motion: Ms. Colorio, Mr. Foley,
Miss McCullough, Mr. Monfredo,
Mr. O'Connell 5

Absent: Miss Biancheria, Mayor Petty 2
7

The motion carried.

14. gb #6-181 - Mr. Monfredo/Ms. Colorio/Mr. Foley/
Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 4, 2016) Recognition/
set date

To set a date to recognize Mary-Margaret Mara a pre-school teacher at Chandler Magnet School for having been selected as a finalist in the Massachusetts Teacher of the Year award.

It was moved and voice voted to set the date of Thursday, June 2, 2016.

15. gb #6-182 - Mr. Monfredo/Ms. Colorio/
Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 4, 2016) Recognition/
set date

To set a date to recognize Elizabeth Bria, the Editor for the Worcester Telegram's Happy Time Page Section, for encouraging students to write or draw designs for this section of the paper which has been in existence for 65 years.

It was moved and voice voted to set the date of Thursday, June 2, 2016.

It was moved and voice voted to request that the item be referred to the Administration to encourage students to participate in the Happy Time page and file the item.

16. gb #6-183 - Mr. Monfredo/Ms. Colorio/Mr. Foley/
Miss Biancheria/Miss McCullough/
Mr. O'Connell/Mayor Petty
(May 9, 2016) Recognition/
set date

To set a date to recognize Dr. Richard Howath, a teacher at North High School, for his creation of a TEDxNorthHighSchool Program which was presented on May 7, 2016 and forward congratulatory letters to the participants.

It was moved and voice voted to set the date of Thursday, June 2, 2016.

Reading in Our City
Week

17. gb #6-184 - Mr. Monfredo/Ms. Colorio/Mr. Foley/
Miss Biancheria/Miss McCullough
(May 9, 2016)

Request that the Administration inform the schools about the Annual Reading in Our City Week from June 5 – 11 which was initiated by Worcester: the City that Reads and involve staff in preparing their students in meaningful literacy events and to highlight summer reading with both students and parents.

It was moved and voice voted to refer the item to the Administration.

Mr. Monfredo made the following motion:

Request that the Administration consider publicizing reading week during the week of June 5-11 and summer reading program by a variety of means including, but not necessarily limited to, ConnectEd, outreach to community and faith based agencies and to include appropriate mathematics activities as well.

On a voice vote, the motion was approved.

Parking/Durkin
Administration
Building

18. gb #6-185 - Miss Biancheria/Ms. Colorio/
Mr. Monfredo/Miss McCullough
(May 10, 2016)

Request that the Administration provide clarification on the parking spaces at the Durkin Administration Building designated for School Committee or the Handicapped and include a list of all individuals who have DAB passes and explain the way in which the parking lot is monitored.

It was moved and voice voted to refer the item to the Administration.

Miss Biancheria asked the Administration to provide clarification on the parking spaces at the Durkin Administration Building designated for School Committee and the Handicapped.

Dr. Rodrigues indicated that the Administration is addressing the situation because a handicap parking spot can't be shared with anybody else.

19. gb #6-186 - Miss Biancheria/Ms. Colorio/
Mr. Monfredo/Miss McCullough
(May 10, 2016) Chief Human Resources
Officer/job description

Request that the Administration provide a copy of the Job Description for the Chief Human Resources Officer.

It was moved and voice voted to refer the item to the Administration.

It was moved and voice voted to refer the item to the Administration for a response as soon as possible.

20. gb #6-187 - Miss Biancheria/Ms. Colorio/Mr. Foley/
Mr. Monfredo/Miss McCullough
(May 10, 2016) Special Education/
services provided

Request that the Administration provide a report on the services provided, including reading services, for students classified as deaf and in need of services in the Special Education Department.

It was moved and voice voted to refer the item to the Administration.

Miss Biancheria made the following motion:

Request that the Administration work diligently to fill the positions that are necessary to provide services and keep the School Committee apprised of its progress in this area.

On a voice vote, motion was approved.

21. gb #6-188 - Mr. Monfredo/Ms. Colorio/Mr. Foley/
Miss Biancheria/Miss McCullough
(May 11, 2016) Recognition/
Arts Festival and the
Meet the Artist Night
event/forward letters

Request that the Administration forward letters of congratulations to the art and music liaisons for the splendid work done at the Art Festival and at the Meet the Artist Night event.

It was moved and voice voted to forward letters.

Donation/Lou Anne
and John
Branche/McGrath
School/\$5,000

22. gb #6-189 - Administration
(May 11, 2016)

To accept a donation from Lou Anne & John Branche in the amount of \$5,000 for McGrath Elementary School.

It was moved to approve the item.

On a roll call, the vote was as follows:

For the motion: Miss Biancheria, Ms. Colorio,
Mr. Foley, Miss McCullough,
Mr. Monfredo, Mr. O'Connell,
Mayor Petty 7

Against the motion: $\frac{0}{7}$

The motion carried.

Absences/process
of computing the
excused and
unexcused student
absences

23. gb #6-190 - Ms. Colorio/Mr. Foley/Mr. Monfredo/
Miss Biancheria
(May 11, 2016)

Request that the Administration provide a report describing the process of computing the excused and unexcused student absences for accountability purposes.

It was moved and voice voted to refer the item to the Standing Committee on Accountability and Student Achievement.

Vernon Hill School/
provide information

24. gb #6-191 - Ms. Colorio/Mr. Monfredo/
Miss Biancheria
(May 11, 2016)

Request that the Administration provide:

- a list of daily student and staff activities to include, but not be limited to, common planning, recess and professional development
- a list of parent involvement activities and
- MCAS student data results for the last 3 years at Vernon Hill School.

It was moved and voice voted to refer the item to the Administration for a report in a Friday Letter.

25. gb #6-192 - Miss McCullough/Ms. Colorio/
Mr. Monfredo/Miss Biancheria
(May 11, 2016)

Space Monkey
Challenge/inform
students and staff about
the dangers

Request that the Administration inform students and staff about the dangers of participating in the "Space Monkey Challenge" in order to educate and protect children from the consequences of this game.

It was moved and voice voted to refer the item to the Administration.

26. gb #6-193 - Mr. Monfredo/Mr. Foley/
Miss Biancheria/Miss McCullough
(May 11, 2016)

Latino Dollars for
Scholars Program

Request that the Administration alert the public about the Latino Dollars for Scholars Program which will take place on May 21, 2016 at the Manor Restaurant, 424 West Boylston Street at 5:30 p.m. and the cost of tickets is \$35.00.

It was moved and voice voted to file the item.

27. gb #6-194 - Administration
(May 11, 2016)

Donation/Eos Foundation

To accept a donation from the Eos Foundation for the total amount of \$5,500 which would grant \$500 to each of the schools listed below for their commitment to support universal free, after the bell, breakfast in the classroom (BIC) as a powerful tool to fight childhood hunger, and boost academic achievement in our high-need communities:

Belmont Street Community School
Elm Park Community School
Goddard School of Science and Technology
Lincoln Street School
Francis J. McGrath Elementary School

Quinsigamond School
Rice Square School
Union Hill School
Vernon Hill School
Wawecus Road School
Woodland Academy

It was moved to approve the item.

On a roll call, the vote was as follows:

For the motion: Miss Biancheria, Ms. Colorio,
Mr. Foley, Miss McCullough,
Mr. Monfredo, Mr. O'Connell,
Mayor Petty 7

Against the motion: $\frac{0}{7}$

The motion carried.

The meeting adjourned at 8:15 p.m.

Helen A. Friel, Ed.D.
Clerk of the School Committee

Overview

The faculty at University Park Campus School (UPCS) meets weekly to address problems from student conflicts to social media safety, solving problems before they get out of hand, actively meeting their students' needs, and creating an environment where students feel supported to tackle any challenge -- no matter how big.

"We have a diverse urban population, and the range of issues we have is pretty broad, whether in or outside the classroom," says Dan St. Louis, University Park's principal. "Because we do so much team problem solving, our kids know that they're not alone, they know that a team of smart adults are on their side, and that no problem is too big to be addressed in some way. It doesn't mean that we can fix everything tomorrow, but nothing can't be addressed."

How It's Done

Make Time in Your Master Schedule

The first step for any school aspiring to foster a problem-solving culture is having its leaders commit to prioritizing this approach. Every week, the UPCS faculty meets in a classroom, arranging student seats in a circle to discuss issues that have arisen and how to address them. They meet for one to two hours weekly, depending on how much they need to cover, but two hours are always available for this meeting.

"When we build the schedule every year, the two-hour entire-faculty common planning time is the starting point," says St. Louis. "Nothing will conflict with that. We will move heaven and earth to keep that time sacrosanct because we believe in it that much."

To support this faculty-wide common planning time:

- Most students take internships or enrichment classes like health and music during this time so all core teachers can meet.
- Student teachers are brought in to cover classes.

Wednesday Schedule Semester 1

CLASS	8:00-9:00	9:00-10:00	10:00-11:00	11:00-12:00	12:00-12:23	12:23-1:23	1:23-2:23
7A	MAT (3) - Donnellan	Music (Goddard)	Math (3)	Numeracy (7)	Lunch (3)	Art (10)	Advisory
7B	Music (Goddard)	MAT (3)- Donnellan	Art (10)	Math (3)	Lunch (7)	Numeracy (7)	Advisory
8A	MAT- Chen Science (1)	Art (10)	Music (Goddard)	Spanish (12) Green	Lunch (cafe)	Math (3)	Advisory
8B	Art (10)	MAT-Chen Science (1)	History (6)	Music (Goddard)	Lunch (cafe)	Spanish Torrissi (12)	Advisory
CLASS	8:00-9:00	9:00-10:00	10:00-11:00	11:00-11:23	11:23-12:23	12:23-1:23	1:23-2:23
9A	Health (6)	STEM (2) MAT- Manglass	Spanish Torrissi (12)	(8) Lunch	English (8)	History (9)	Advisory
9B	STEM (2) MAT- Manglass	Health (6)	History (9)	(9) Lunch	Spanish (Torrissi) (9)	English (8)	Advisory
10A	MAT (5) - Matthew	MAT (7)- Jenness	Health (4)	Lunch (cafe)	Chemistry (2)	History MAT - Donnellan (5)	Advisory
10B	MAT (7)- Jenness	MAT (5) - Matthew	History MAT - Donnellan (5)	Lunch (cafe)	Health (4)	Chemistry (2)	Advisory
11A	Off-Campus Internships:		Pre-Calculus (11)	Lunch (11)	A.P. English (5)	A.P. US History (8)	Advisory
11B	Off-Campus Internships:		Algebra II (7) (MAT)	Lunch (10)	English (6) and (11) (MAT) A.P. (10) Government 11:30-12:23	U.S. History (MAT) (4) Environmental Science (1) 12:23-1:23	Advisory
12	Off-Campus Internships and Lunch:				College Prep Kobialka(1) 11:30 - 12:23	A.P. Calculus (11) 12:23-1:23	AP Biology (Claremont)

The staff schedules its team problem-solving meeting from 8-10AM when students are at their off-campus internships.

Image credit: University Park Campus School

"We don't have kids falling through the cracks, because we meet every single week and address what's going on," states St. Louis. "There's nothing quite like getting everyone in a room, getting everyone's brains on the same issue right now, and coming up with a solution."
Build Your Problem-Solving Team

University Park's team problem-solving meetings include the entire faculty -- core teachers across all grade levels, instructional coaches, adjustment counselors, guidance counselors, and administration -- to address the needs of all 252 students from grades 7-12.

Tip: Bring a range of perspectives from different staff members to solve student behavioral and social issues.

Frequent, transparent communication among staff who work with the same students is the foundation of team problem solving. St. Louis emphasizes that as long as teachers with students in common can meet to talk about those students, it's still possible to meet their needs through problem solving without gathering the entire faculty. "We're a small school," he explains, "but the essential structure -- working in teams -- is the same for any size school. We only have one team, but even if you've got two or three teams, it would still be valuable if you've got the same folks talking about the same kids."

If you're a larger school, instead of having one schoolwide team, you can create multiple teams - a middle school and high school team or grade-level teams, suggests St. Louis. With multiple teams, it would also be important to schedule time for cross-team communication, and that could take place during regular faculty meetings.

Create an Agenda to Maintain Focus

To stay on track and ensure that each issue gets addressed, University Park's problem-solving meetings are agenda driven. Staff members email Principal St. Louis during the week or come by his office to add issues to the agenda, and each Monday, he emails everyone an update on what to expect at the Wednesday meeting.

Tip for Principals: Create an open-door policy.

Frequent and open communication is important for creating a problem-solving culture. St. Louis always has his door open, and faculty and students know that they can drop by anytime to discuss problems that they're facing and add them to the agenda. "There might be as few as ten or as many as 20 items that we need to address," he says. "Some are small and some are bigger. It's agenda driven so that we can stay on track."

This is how the agenda is typically handled:

1. Principal St. Louis will go over the agenda item by item.
2. Whoever added the item will share the problem and update the team on its current status.
3. The team will discuss what they'll do about the problem and delegate ownership over carrying out the solution.

Sometimes the solutions are simple. In the video above, when St. Louis shared a conflict that occurred between two students, one teacher came up with the idea of a five-minute check-in with those students every day after school. Not every issue has an easy answer, and when that's the case, it's best to delegate to smaller groups to keep the meeting moving.

Delegate to Solution Groups

Once the team comes up with a solution, the entire faculty won't carry it out, but it will be delegated to one person or a small group. With a wide range of faculty at the meeting, it's easier to immediately delegate follow-through to the appropriate people.

"The solutions may range from connecting a younger student with a mentor or tutor, referring a student into our student support process, calling parents in for a meeting, or asking the student adjustment counselor to check in with someone, to asking older students to present a workshop to younger students," explains St. Louis.

Tip: Look for opportunities to involve students in problem solving.

When University Park discovered that some students were using online dating sites, they thought it best to have their student peer mediation group solve that issue by presenting on internet safety to other students. "Sometimes hearing it from a student perspective is better for our kids," says Kaitlin Kelley, the school's instructional coach.

Create a Student Peer Mediation Group

At University Park, two faculty members lead the student peer mediation group: the guidance counselor and the school adjustment counselor. The group, consisting of upperclassmen, meets during lunch when issues arise.

There are two levels of peer mediators: a group of seniors and a group of juniors, says Lauren Mills, a UPCS adjustment counselor. One senior fills the role of peer mediation coordinator, which entails keeping track of paperwork and scheduling times for mediators and disputants to meet during the day. "The seniors train the juniors in the techniques of mediation, along with support from the advisors," explains Mills, "but the rest of the team works together without any other specific roles."

Both the guidance and adjustment counselors oversee the whole process, including:

- Selecting mediators to join the peer mediation group
- Training mediators
- Promoting the program at the beginning of each school year
- Suggesting specific mediations
- Brainstorming more global and proactive ways for the mediators to be helpful within the school community

Peer social issues -- such as cyberbullying, internet safety, and conversations about racism -- are commonly brought to the student peer mediation group. "We use the mediators to help us with issues that have to do more with the school community, rather than confidential individual student concerns," says Mills.

Tip: Students are more likely to listen to and act on advice given by their peers rather than faculty.

"Our kids see themselves as problem solvers and keepers of the culture," says St. Louis. They come up with a variety of ways to solve these issues, such as school assemblies and class discussions. "Sometimes our mediators break away from the standard four-person peer mediation module and help follow up on individual conversations with disputants, do check-ins along the way, and even lead smaller group meetings to resolve issues with those involved," adds Mills.

Be Proactive yet Flexible When Problem Solving

Some problems can be solved quickly, and others take more time. However big the problem, UPCS figures out what first step can be acted upon immediately. Although they make quick action a priority, they also need to be flexible and patient. Not every plan works out.

Tip: If the problem isn't solved, bring it up again at the next meeting, and ask who else has an idea on how to solve the problem.

"Sometimes it's a multi-year process," admits St. Louis. "We want to provide some sort of support tomorrow, but be patient enough that if that doesn't work, we'll try something new the next day. But above all, we show students that they do not need to hide from their problems out of embarrassment or shame. They have the power to address and take charge of their lives in healthy ways."